

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES

Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, July 16, 2013

5:00 p.m.

SIATech Business Office

3916 Carlisle Blvd NW

Albuquerque, NM 87107

Council Members Present: Emily Salazar, Rhonda Seidenwurm, Evalynne Hunemuller, Jacob Kennedy

Council Members Not Present: John Rodarte

Guests: Erik Bose, SIATech Executive Director; Curt Szarek, SIATech Business Manager

Minutes: Donna Vanlandingham, SIATech Admin. Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:06 pm by Council President Emily Salazar.

ACTION ITEMS

1. Approval of July 16, 2013 Agenda

Rhonda Seidenwurm made a motion to approve the agenda. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

2. Approval of June 27, 2013 Minutes

Evalynne Hunemuller made a motion to approve the minutes. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

3. BAR for Instructional Materials FY14 Allocation

BAR 1314-0001-IB in the amount of \$15,927 was distributed along with the Instructional Material Initial Allocation spreadsheet from PED as backup. The allocation was not available during the time of the FY14 budget submission and an edit/override for this Fund was not issued by PED before the budget was approved, which is why it has to be a BAR in this fiscal year. Rhonda Seidenwurm made a motion to approve the BAR as presented. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

4. NEWCorp FY14 Curriculum License Fee (MOU)

It was explained Linda Dawson, CEO of SIATech National will call in to the meeting if she is able. She did have another meeting scheduled at the same time. Mr. Szarek has spoken with Richard Trainor concerning the MOU. He explained that the changes SIATech (national) is proposing are on page 3 of the MOU in the councils' packets. *"The fee....shall be calculated at a monthly rate of \$30,000 per month (based on a required minimum FTE of 200 at \$150 per student). This monthly base fee shall*

be charged to SIATech Albuquerque for any FTE between 0 and 200. An additional \$150 per month per student shall be charged for any FTE over 200 until the charter reaches its maximum fee of \$450,000 which represents an average of 250 FTE at \$150 per student.”

Mr. Szarek distributed a spreadsheet which showed the summary of MOU fees by fiscal year which have been paid to NEWCorp since the school opened in 2004-2005.

The council discussed the fact the enrollment for the 2013-2014 school year could be lower than previous years because of the financial situation with Job Corps. Potentially, SIATech Albuquerque could have less than 250 students enrolled each month and current projections by management show that enrollment could be fewer than 200 until October. If the council accepts the proposed MOU with the changes suggested by the national office, the school could very well be paying for students they do not have. After more discussion ensued, the council decided to pay \$150 per student with no monthly cap or maximum fee, which is how the MOU was presented as a first read during the May meeting. Rhonda Seidenwurm made a motion to approve a MOU that will pay \$150 per student. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously. Mr. Szarek will make these changes to the MOU, obtain the necessary signature and then send to NEWCorp to be placed on their next meeting agenda for acceptance.

Evalynne Hunemuller left the meeting at 5:30 pm.

DISCUSSION ITEMS

1. Finance Committee/Business Manager Report

The June 2013 financial statements have not been finalized as of the meeting date. Therefore, they will be presented for review at the August meeting.

- Mr. Szarek reviewed the June 2013 check register with the council. He pointed out that the report is now formatted to contain a transaction description for each warrant issued.
- A Finance Committee meeting will be held on Monday, July 29, 2013 at 5:00 p.m. at the Business Office to review the year-end financial statements, quarterly/year-end reports, Journal Entries, and bank reconciliations.
- The FY13 audit entrance conference will be held on July 24, 2013 at 1:00 pm at APS' offices on Uptown Blvd. Erik Bose, Curt Szarek and Jacob Kennedy will be in attendance.

2. Principal/Head Administrator Report – Erik Bose

The Principal/Head Administrator report was distributed to the council. Mr. Bose reviewed the report with the council.

- August 23 is the next graduation which will be held at the Job Corps at 2:00 pm.
- He is starting the new teacher evaluations and professional development plans. He reports they are trying to interpret the new PED vision. The teacher evaluators must be state certified. Amy Roble, SIATech Deputy Director has completed the one training PED has held.
- The school report cards were publicized. SIATech received a “B”.
- Arleen Standiford was hired as a .5 Science instructor and .5 Administrator.
- Mr. Bose inquired if the council felt his goals needed to be changed. This item will be added to the August meeting agenda as a discussion item.

3. Charter Renewal

Mr. Bose reported he continues to work on the charter renewal. The renewal is due to APS on October 1, 2013.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next meeting will be August 20, 2013 at 5:00 pm at SIATech Business Office.

MEETING ADJOURNED

Rhonda Seidenwurm made a motion to adjourn the meeting. Jacob Kennedy seconded the motion. The motion carried unanimously. Emily Salazar adjourned the meeting at 6:05 pm.