

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES

Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, August 20, 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, Amy Roble, SIATech Principal

Minutes: Donna Vanlandingham, SIATech Administrative Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:04 pm by Council President Emily Salazar.

ACTION ITEMS

1. Approval of August 20, 2013 Agenda

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

2. Approval of July 16, 2013 Minutes

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

3. BAR for Title I Priority/Focus Carryover

Mr. Szarek reports he was unable to create the Title I Priority/Focus carryover BAR and the Title I School Improvement BAR in OBMS and he speculates that APS has to create these. He did inquire of APS as to the process of the creation of the BARs, but as of this meeting has not received a response. Therefore, there is no action required of this BAR or the Title I School Improvement carryover BAR which is action item #4 on the agenda.

4. BAR for Title I School Improvement Carryover

There is no action required at this time as previously explained.

5. BAR for FY14 Lease Assistance Award

BAR 1314-0002IB in the amount of \$21,600 for lease assistance was distributed along with the award letter and expenditure distribution analysis as backup. Evalynne Hunemuller made a motion to approve the BAR. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

6. BAR for Title II Transfer

Mr. Szarek explained there is no action required of this BAR at this time.

7. Resolution for ACES Joint Powers Agreement

Erik Bose explained ACES (The Association of Charter School Educational Services) is a public entity which pools resources for charter schools in much the same way as CES (Cooperative Educational Services) does. There is no cost to members of the New Mexico Coalition for Charter Schools.

Evalynne Hunemuller did voice some concerns about the coalition getting involved with ACES. Emily Salazar inquired if schools would be held liable if an issue arose with ACES. It was explained schools would not be held liable.

Council President Emily Salazar asked for a second on the motion and there was none. Therefore, no action was taken on this item.

8. Annex Lease Amendment

The amended annex lease was distributed along with a spreadsheet showing anticipated costs of opening the annex. Mr. Szarek reviewed the spreadsheet with the council. He pointed out an amendment was needed because the monthly lease amount for the next ten months was adjusted to cover work that was needed on the building. Since SIATech does not own the building, we cannot pay for the needed upgrades and these amounts must be included in the monthly lease amount.

Rhonda Seidenwurm pointed out the ancillary staff amounts seemed high to her since the enrollment would be less. Mr. Bose explained it is anticipated there may be a higher number of special ed students and Job Corps will not be providing services to these students. Rhonda Seidenwurm made a motion to accept the amended annex lease. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion passed unanimously.

9. Graduation Policy

The Graduation Policy was included in the council member's meeting packets. Mr. Bose explained because of the nature of the SIATech program it was recommended a policy be in place which states graduates will be reported at the end of year reporting. Evalynne Hunemuller made a motion to approve the policy. Jacob Kennedy seconded the motion. There was no further discussion. The motion passed unanimously.

DISCUSSION ITEMS

1. Finance Committee/Business Manager Report

The June 2013 financial statements were sent out electronically prior to the meeting, in order for the council to have an opportunity to review them. The July 2013 check register was also sent prior to the meeting.

- Mr. Szarek reviewed the July 2013 check register with the council.
- A Finance Committee meeting was held on Monday, July 29, 2013 at 5:00 pm at the Business Office to review the year-end financial statements, quarterly/year-end reports, Journal Entries and bank reconciliations. Mr. Szarek reviewed the minutes which were included in the council member packets.

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.

- Friday, August 23 is the next graduation which will be held at the Job Corps at 2:00 pm.
- Mr. Bose reported there were 169 graduates for 2012-2013. This is the highest number of grads in one year.
- SIATech currently has 131 students enrolled which do not include the new students who have enrolled at the Academy location. Ms. Roble reported there are 62 Academy students who have registered so far.
- Mr. Bose stated he feels the trend on campus seems to be improving.
- Rhonda Seidenwurm commented at the last meeting it was discussed that the SIATech teachers should

all be trained for the teacher evaluations. Mr. Bose explained there will be Professional Development on August 29 at which time he and Ms. Roble will be training the teachers.

- Mr. Bose also reports he has started to explore options for moving SIATech completely off of the Job Corps campus. SIATech Albuquerque is the only site which remains on a Job Corps campus. Other sites have already moved off JC campuses because of the relationships with Job Corps, including the low enrollment issue.
- Mr. Bose will speak with legal counsel about what the process would be if SIATech were to buy their own building.
- Rhonda Seidenwurm commented she would like a detailed cost benefit analysis done before a move totally off campus is done.
- Mr. Bose pointed out the Job Corp enrollment is down and the Academy will be full with 80 students. Low enrollment is going to equal loss of staff and he is trying to be proactive and looking at other options.
- Amy Roble commented SIATech National has started re-branding the program and moving away from the JC campuses. The question was raised about the electives the students now have available through the Job Corps. Ms. Roble explained the MycroSchools which are part of the re-branding have extensive learning which would cover the electives portion of the curriculum.
- Currently, there are no students enrolled in dual credit classes at CNM. The Academy students will attend CNM during the spring semester.

3. Charter Renewal

Mr. Bose reported he continues to work on the charter renewal. SIATech has been requesting from APS Charter School office the renewal templates since April and they are still not available. SIATech will move forward using the templates that they currently have.

Evalynne Hunemuller left the meeting at 6:04 pm.

4. Executive Director Goals

The council agreed to leave the Executive Director goals as is and once the Academy opens up if there is a need to re-visit the goals, they will do so at that time.

5. 13/14 Organizational Work Chart

Mr. Bose distributed two copies of the organizational work chart. Work chart A reflects the current situation and work chart B reflects the administrative changes that will be made. According to the NM Administrative Code, Mr. Bose should be classified as the superintendent and Ms. Roble as the principal. Mr. Bose realizes he does not need the board approval since there is no budgetary changes, he just wanted to council to be aware of the change.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next meeting will be September 17, 2013 at 5:00 pm at SIATech Business Office.

MEETING ADJOURNED

Jacob Kennedy made a motion to adjourn the meeting. Rhonda Seidenwurm seconded the motion. The motion carried unanimously. Emily Salazar adjourned the meeting at 6:23 pm.