



Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, October 20, 2015

5:00 pm

ABQ Charter Academy

405 Dr. Martin Luther King Jr Blvd NE

Albuquerque, NM 87102

Council Members Present: John Rodarte, Secretary; Jacob Kennedy, Treasurer; Dr. Emily Salazar, Member – via phone

Council Members Not Present: Dr. Rhonda Seidenwurm, President; Dr. Evalynne Hunemuller, Vice President

Guests: Curt Szarek, ABQCA Business Manager; Amy Roble, ABQCA Principal; Deb Moya, ABQCA Assistant Principal/Special Services Director

Minutes: Andrea Kepple, ABQCA Executive Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:05 pm by Secretary John Rodarte.

ACTION ITEMS

1. **Approval of October 20, 2015 Agenda**

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

2. **Approval of September 15, 2015 Meeting Minutes**

Dr. Salazar made a motion to approve the minutes. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

3. **BARs**

Mr. Rodarte suggested having all BARs presented and approved in one motion. All were in agreement.

BAR-0005-I was distributed to the Council along with the expenditure distribution. Mr. Szarek explained that the BAR represents supplemental Title I funding in the amount of \$5,474.00. The school received notice of the award from Rebecca McKee in APS' Title I office. The BAR allows for an increase of Salary and Benefits for the Instructional Coach and will be reflected in the updated Web EPSS.

4. **BAR 0006-M** is a maintenance BAR for the Title I IASA fund and was distributed to the Council along with the Revenues and Expenditures Statement. Mr. Szarek explained that this BAR reallocates available Priority/Focus budget for training on the Apple iPads to support literacy and numeracy goals. The net result of the BAR is zero.



Mr. Szarek stated that backup for each BAR was provided in the Council Member packets and asked if there were any questions on any of the BARs. The Council had no questions. Mr. Szarek stated that he is always available by phone if any questions come up after the meeting.

Dr. Salazar made a motion to approve both BARs. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

DISCUSSION

1. Finance Committee Report/Business Manager Report – Curt Szarek

The September, 2015 check register along with the financial statements for August, 2015 were sent out electronically to the Council prior to the meeting.

- Mr. Szarek stated that the school still has a strong cash position even with \$69K for inter-fund expenditures pending reimbursement. As of August 31st, the Balance Sheet reflects \$640K in Operational Cash and over \$200K in Capital Outlay Funds.
- The September check register reflects mostly “business as usual” recurring expenditures with a few exceptions.
- Amy Roble asked Mr. Szarek to explain the change in the way we pay LDD Consulting for our contracted IT services. Mr. Szarek shared that instead of paying LDD directly as we did last year, we are being billed for their services under the NM ACES contract which is much cleaner for procurement even though we aren’t subject to the competitive bid process.
- Ms. Roble brought the expenditure for Vision Related Services on page 3 of the September Check/Voucher Register to the Council’s attention. She explained that these services are for a student who is legally blind in both eyes and that there will be additional expenses related to her needs reflected on future reports.
- Mr. Szarek pointed out that the payment to “US Liability Insurance Company” on page 4 of the September Check/Voucher Register reflects the second and final installment for the school’s annual liability payment.
- The check on page 4 of the September Check/Voucher Register for \$3,920.00 to ReadSpeaker is for new Title I related software. Ms. Roble explained this software reads back whatever is on the computer screen and can also translate. It will be utilized to assist students that have trouble with reading and the teachers are very excited about it.
- Mr. Szarek shared the financial statements for September 2015, which were finalized just before the meeting, and distributed them to the Council members present. Since these were not included in the initial packets for today’s meeting, they will also be included in the Council’s packets for the next meeting.
- Mr. Szarek just received the FY15 draft audited financial statements last Wednesday and is in the process of reviewing them to make sure he is able to tie them back into the in-house financial reporting and that they reflect the necessary GASB adjustments for the government-wide statements.



- The audit exit conference for all APS charter schools took place on Monday, September 28th at APS' Uptown Blvd. offices. Mr. Bose, Mr. Szarek, Mr. Kennedy and Mr. Rodarte were in attendance to represent the school.
- The next Finance Committee Meeting is scheduled for Friday, October 23rd

2. Executive Director Report – Amy Roble

A copy of the Executive Director's report was included in the Council Member packets.

- Students:
 - There are currently 28 graduates since the start of the new school year
 - The 40 Day Count closed last week with a total of 261 students
 - 153 Academy; 80 Job Corps
 - 131 Academy students are on the wait list
 - 13 are starting next week
 - 16 Dual Credit Students
 - 1 is on the CNM campus; 15 are at ABQCA
- We are continuing to work on the AdvancEd Accreditation; the application is due before winter break and our review will be in February
- The PED released some PARCC information but due to the 'n' number the results were based on, and the PARCC tests being divided into individual tests for each core course, our results were not helpful to us at this point. We will have to see how this affects our report card.
- Erik Bose should have the short cycle data at the next meeting:
 - We have been using the TABE adaptive version; TABE dropped this and went back to another TABE format
 - We need to figure out how data from this test will match up with what we were using; we don't want to have students retest for their baseline score at this point in the year
- Sandy Roth will do a curriculum presentation at the December meeting; will include a demonstration of our new 3-D zSpace machines
 - Mr. Rodarte asked if we can invite the members of the community, other charters, etc. to this meeting so they can see what we are doing
 - Ms. Roble will ask Mr. Bose to do a mass emailing
- The NMCCS conference is October 29-31
 - Council Members have been registered
 - Dr. Seidenwurm will not be able to attend
 - Dr. Salazar will not be able to attend the entire conference
 - Mr. Rodarte offered that other opportunities may be available in the spring
 - Ms. Roble will ask Mr. Bose if he has any information
- Partnership with YDI
 - We are collaborating on opening a daycare center for our students at the Jackson Wink MMA Academy next door
 - We toured the space with Debra Baca, YDI's Interim President and CEO
 - If the partnership is agreed upon:



- We will enter into a lease with the owner of the Jackson Wink space, which we will pay for on a monthly basis (we may be able to get lease reimbursement)
- The owner will pay for the construction of the daycare space/s
 - We are looking at 1 infant room and 1 toddler room; as children get older, they can go into neighboring programs for 3 & 4 year olds
 - Space would accommodate 12 infants and 12 toddlers
- YDI will cover all operational and accreditation costs
- The daycare will be open to the public but our students would get priority placement
- Students interested in teaching or childcare services can take those courses and intern at the daycare center; they would also be guaranteed an interview (not necessarily employment) for positions within YDI's Early Childhood Development/Head Start Division
- Prenatal care will also be offered through a YDI program
- Ms. Baca is in the process of doing a mailing to YDI's current childcare parents (200+) about ABQCA, letting them know of the opportunity to visit the school and to potentially obtain their high school diplomas
- Job Corps
 - MOU is still unsigned
 - Ms. Roble and Mr. Bose met with JC two weeks ago; based on that meeting, it was decided that ABQCA will not be taking any more new JC students until further notice
 - We will move to relocate our furniture at the end of the year (Spring 2016)
- All requirements from the Fire Marshall have been fulfilled and we are ready for our re-inspection
- Staff:
 - No vacant positions
 - Kelly Shelton replaced our FTE Social Worker who left in October
 - A Professional Development day was held for all staff last week to present our new zSpace and ReadSpeaker software
 - Next PD day will be November 13th with training from Apple

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next meeting will be held on November 17, 2015.

MEETING ADJOURNED

Jacob Kennedy made a motion to adjourn the meeting. Emily Salazar seconded the motion. The motion carried unanimously. John Rodarte adjourned the meeting at 5:50 pm.