



Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, December 15, 2015

5:00 pm

ABQ Charter Academy

405 Dr. Martin Luther King Jr Blvd NE

Albuquerque, NM 87102

Council Members Present: President Dr. Rhonda Seidenwurm; Secretary John Rodarte; Treasurer Jacob Kennedy; Member Dr. Emily Salazar

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

Guests: Erik Bose, ABQCA Executive Director; Curt Szarek, ABQCA Business Manager; Amy Roble, ABQCA Principal; Deb Moya, ABQCA Asst. Principal/Special Services Dir.

Minutes: Andrea Kepple, ABQCA Executive Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:04 pm by President Rhonda Seidenwurm.

ACTION ITEMS

1. Approval of December 15, 2015 Agenda

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

2. Approval of November 17, 2015 Meeting Minutes

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

3. Approval of October 20, 2015 Meeting Minutes

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

4. Adjustment of future dates/time of the ABQCA GC meetings

Dr. Salazar motioned to leave the meeting dates/times as set for now and to [table this action item until all GC members are present](#). Mr. Rodarte seconded the motion. There was no further discussion. The motion carried unanimously.

5. BARs

Title III Maintenance BAR (0010-M) – Mr. Szarek explained this BAR is necessary to allow for the transfer of available budget within the same Function to accommodate the purchase of additional Rosetta Stone K-12 Foundation licenses. He distributed a copy of



the BAR along with the Title III Detail Revenue and Expenditure statement showing what Object Codes will be affected. The net effect of the BAR is zero.

SB-9 Local BAR (0011-I) – Mr. Szarek shared that when our current year budget was created and submitted in April 2015, we included projections for anticipated SB-9 Property Tax revenues based on an analysis that was done by the PED Capital Outlay Bureau. When our budget was finalized on June 30, 2015, the PED Program Manager responsible for approving this Fund did not review and approve it by the deadline, which meant the values were reset to zero. This BAR is necessary to re-establish the anticipated Revenue and Expenditure Budget as we are currently collecting the funds against no available budget. Mr. Szarek distributed a copy of the BAR along with the SB-9 Detail Revenue and Expenditure statement showing how the funds reflected in the BAR will be allocated.

Mr. Szarek asked if any Council Members had any questions on the BARs as presented. Hearing none, he stated that he is always available if questions or concerns come up any time after the meeting.

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

DISCUSSION

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

The November 2015 Financial Statements and Check Register were sent out electronically to the Council prior to the meeting. Hard copies were also included in the meeting packets.

- Mr. Szarek stated that APS has been very quick to turn around RfRs for Title I and Title I School Improvement. In addition, PSFA has approved our 2nd quarter Lease Assistance RfR which should be received by the end of this month.
- Mr. Szarek commented that even though \$68K has been loaned to Flowthrough Funds pending reimbursement, the Operational Fund still reflects a strong cash position with \$675K. In addition, the net Revenue and Expenditures for that Fund are in the black.
- During a review of the November 2015 Check Register with the Council, Mr. Szarek shared that the expenditures are mostly “business as usual” except for the following extraordinary items:
 - Page 3 - \$2,000 for classroom blinds is part of the “shelter in place” requirement
 - Page 3 - \$8,700 for Apple iPad Training which is funded through Title I PFS
 - Page 4 - \$1,600 to Douglas Cooper for deep cleaning of carpet and tile for the upstairs only; there will be another charge for the downstairs portion of the building which is scheduled to be cleaned over winter break
- Mr. Szarek shared that the FY15 audit was submitted by the November 17th due date to the State Auditor’s office but has not been released yet. He feels that since this is the first audit year that all entities had to include their respective share of the GASB 68 pension liability, additional time may be required to ensure everything has been properly



recorded. Once it is released by the State Auditor and becomes a public document we will be able to discuss the results.

2. Executive Director Report – Erik Bose

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

- Students
 - 38 Graduates as of today
 - 289 students were reported on the Dec. 1st count day
 - 44 potential students are on the waiting list
 - Dual Enrollment program is at 28 students for next semester
 - Job Corps students at 48
- Paperwork for the AdvancEd Accreditation was submitted today
- Sandy Roth will do a curriculum presentation at the January or February GC meeting to allow more time for the zSpace presentation this evening.
- Highlights
 - We now have a floorplan and a feasibility study from the architect working on our day care center (floorplan was provided to Council for viewing)
 - Staff holiday party will be during lunch Thursday
 - We are working on setting up a maintenance plan with ACES so we don't need to go through the bidding process for small jobs; paperwork is with our lawyer
 - Floor cleaning and maintenance will start Friday
 - We are looking at hiring a SW/Rehabilitation Counselor to fill Shelly's spot
 - Jan. 4th is a Professional Development day
 - Amy Roble and Deb Moya have completed the formal Teachscape observations for the Fall
 - Job Corps – still no MOU with us

3. zSpace Presentation in the lab – Jeanette Perez, Randy Valles

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next meeting will be held on January 19, 2016

MEETING ADJOURNED

Mr. Rodarte made a motion to adjourn the meeting. Dr. Salazar seconded the motion. The motion carried unanimously. Dr. Seidenwurm adjourned the meeting at 6:01 pm.