



Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, February 16, 2016

5:00 pm

ABQ Charter Academy

405 Dr. Martin Luther King Jr Blvd NE

Albuquerque, NM 87102

Council Members Present: President Rhonda Seidenwurm, Secretary John Rodarte, Member Emily Salazar

Council Members Not Present: Vice President Evalynne Hunemuller, Treasurer Jacob Kennedy

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

Minutes: Andrea Kepple, ABQCA Executive Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:16 pm by President Rhonda Seidenwurm.

ACTION ITEMS

1. Approval of February 16, 2016 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 January 19, 2016 Meeting Minutes

John Rodarte made a motion to **table approval of the January minutes until the next meeting**, as there wasn't a quorum of those that were present at the January meeting. Emily Salazar seconded the motion. There was no further discussion. The motion carried unanimously.

3. Approval of ABQCA Technology Plan

Erik Bose explained that we are still waiting for feedback on the Technology Plan from our IT consultant. It is a very lengthy document and it is still being reviewed. John Rodarte made a motion to **table approval of the plan until the next meeting**. Emily Salazar seconded the motion. There was no further discussion. The motion carried unanimously.

4. Dual Enrollment Decrease BAR

Curt Szarek stated he was expecting APS' Grants Management to have the BAR completed but it has not yet been received. The BAR will reduce our award by \$712. John Rodarte made a motion to **table this BAR until the next meeting**. Emily Salazar seconded the motion. There was no further discussion. The motion carried unanimously.



DISCUSSION

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

The January 2016 financial documents were not distributed electronically to the Council prior to the meeting. Mr. Szarek apologized, explaining that he was at the NMASBO conference last week and shared hard copies of the financial statements, which were included in the Council's packets for review and discussion.

- Mr. Szarek called attention to the Balance Sheet and pointed out the following:
 - Despite loaning \$39K to flow through funds pending reimbursement, the Operational Cash still maintains a healthy \$752K balance.
- The current year Changes in Net Assets for the Operational Fund reflects we are retaining more Cash than spending.
- The school will be utilizing some of the Cash to complete a computer refresh for approximately 80 desktops which have reached end-of-life. There is also a plan to refresh some staff workstations as well. There is available budget for these expenditures.
- Mr. Szarek inquired of Mr. Bose if there is a current legislative bill to raise the salary schedules of Level 2 and 3 Teachers to match the increase given to Level 1 Teachers last year. Mr. Bose stated his recollection is that the current state budget contains a provision for a 1% raise for teachers and a \$2,000 bump for 1st year Level I teachers. Mr. Szarek offered our existing salary schedules already exceed the established thresholds.
- A Finance Committee meeting was held on January 27th. Minutes from the meeting were included in the Council's packets and Mr. Szarek briefly covered the salient meeting points.
- Mr. Szarek also shared that even though APS' FY15 audit has been released as a public document, we have to create a notice of disclaimer stating our portion does not reflect the audit in its entirety and must contain a link directing users to the APS website where the full audit is posted.
- During a review of the January Check Register, the following inquiries/explanations were made:
 - Page 1: \$3,537 to Darren Sowell Architects was payment for the feasibility study for the proposed child care center.
 - Rhonda Seidenwurm asked if the school has enough parking. Mr. Szarek shared he believes we currently do not. Mr. Bose explained if extra parking is needed, staff will park either across the street or next door in the Jackson Wink parking lot. The construction along Edith has taken away several parking spots that used to be utilized by students and that will become available once again once the Heritage Trail project is completed.
 - Page 2: \$1,853 to Abila which is the annual support fee for the MIP Fund Accounting Software the Business Office uses.
 - Page 4: \$2,738 to SchoolDude which is for access to the school's facilities/maintenance database (this check was later voided on page 5 as it was determined that this should be billed to NMACES in connection with the proposed maintenance service agreement).



- Page 4: \$1,875 to PowerSchool Group which provides up to 10 hours of technical support in connection with custom report modifications to the student database.

Mr. Szarek asked if the Council had any questions and stated that he is always available if any questions/concerns come up at a later time.

2. Executive Director Report – Erik Bose

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

- Students
 - We reported 305 students at the 120 Day Count which was February 10th
 - The wait list as of yesterday was at 188; a few more students were added today
 - Job Corps is at 46; 4-5 students should be graduating this week
 - Dual Credit – 27 students enrolled
- AdvancEd Accreditation visit on Feb. 3 & 4 went great. Rhonda Seidenwurm agreed and shared her experience of sitting in on the parent group interview.
- NMCCS Spring Conference is March 2 & 3 – Emily Salazar will be attending to receive her GC training hours.
- Legislative session ends this Thursday.
 - Mr. Bose will be in attendance tomorrow. An important bill regarding the funding of small schools is to be heard. If this bill passes, ABQCA could stand to lose 12% of funding. Also discussed was the fact that our school's risk index is based on APS', which is way too low.
- Our college fair was successful.
- There was a Title 1 meeting today held with APS representatives.
- Our APS site visit is scheduled for March 21. Rhonda Seidenwurm said to let the Council know if we need anyone to attend.
- Our project for basing a child care center out of the John Wink building did not work out. All of the necessary statutes were making it too expensive for them to build it for us. This project is on hold for now.
- Job Corps
 - Victoria Collins is leaving to take an out-of-state position.
 - Gordon Bernell Charter School is rumored to be moving onto the campus.
 - Mr. Bose stated that we are in the process of developing a plan for the few pieces of classroom furnishings that remain over there. We currently do not have the room to store it here. Discussion continued with regard to the steps necessary for disposition of the obsolete furnishings and equipment by the end of this fiscal year.
- The school is entering into an agreement with NMACES to take over all aspects of our facility maintenance needs. Mr. Bose will be meeting with them and our lawyer on the 22nd to finalize the contract.
- The school has hired Funds for Learning as a consultant to assist with the current year E-Rate application.
- We are looking at the possibility of advertising for an assistant to the Principal.
- Our next in-service day is March 25



PUBLIC COMMENT

No public comments were made.

ANNOUNCEMENTS

The next meeting will be held on March 15, 2016

MEETING ADJOURNED

Emily Salazar made a motion to adjourn the meeting. John Rodarte seconded the motion. The motion carried unanimously. Rhonda Seidenwurm adjourned the meeting at 5:51 pm.