



Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, February 21, 2017

5:00 pm

ABQ Charter Academy

405 Dr. Martin Luther King Jr Blvd NE

Albuquerque, NM 87102

Council Members Present: President John Rodarte, Vice President Dr. Evalynne Hunemuller, Secretary Dr. Rhonda Seidenwurm, Treasurer Jacob Kennedy

Council Members Not Present: Member Emily Salazar

Guests: Erik Bose, ABQCA Executive Director; Amy Roble, ABQCA Principal; Deb Moya, ABQCA Assistant Principal & Special Services Director

Minutes: Andrea Kepple, ABQCA Executive Assistant

I. CALL MEETING TO ORDER

The meeting was called to order at 4:58 pm by President John Rodarte.

II. OPENING ACTIVITIES

A. Approval of February 21, 2017 Agenda

John Rodarte asked for a motion to approve the agenda. Evalynne Hunemuller made a motion to approve the agenda. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

B. Approval of January 17, 2017 Minutes

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

C. Resignation of Governing Council Member Emily Salazar

John Rodarte announced with a heavy heart that Emily Salazar had made the difficult decision of resigning as a member of the Governing Council after 13 years of service and dedication. The Council and all present were saddened by her decision, as Emily Salazar was a founding member of the Council. Everyone expressed interest in showing appreciation for her contributions by presenting her with a plaque (or Nambe, etc.) at the June 2017 graduation ceremony. There isn't any available funding in the school's budget for this but everyone said they would chip-in personally. **Erik Bose will do some research on what type of award to present her with.**

Council discussed next steps needed to identify someone to take her place and fulfill the requirement of having a 5-person council. Different backgrounds for the candidate were discussed: politician, community member/neighbor, parent of a current or former student, etc. It was suggested that Emily Salazar might have some recommendations. **The Council will reach out to her and see if she has anyone in mind.** Council stated they need some time to think about this and to research the policies and requirements for the procedure of filling a vacancy.



John Rodarte asked for a motion to approve Emily Salazar's resignation. Rhonda Seidenwurm made such motion. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

III. FINANCE COMMITTEE REPORT

A. Business Manager Report – Jacob Kennedy, for Curt Szarek

The January 2017 Financial Statements and Check Register were distributed electronically to the Council prior to the meeting. As requested by the Council, not all documents were provided in hard copy in the Council's packets. Instead, Mr. Szarek provided a summary report (included with these minutes) and only hard copies of some financial documents to the members.

Jacob Kennedy reviewed Mr. Szarek's Summary Report in his absence.

1. Financial Statements for January 2017 *(sent electronically for review – please see Mr. Szarek's attached report for further details)*

The combined Balance Sheet by Fund shows that the school retains healthy cash balances for Operational (\$608K), Instructional Materials (\$39K), HB-33 (\$152K) and SB-9 Local (\$186K) despite \$39K of temporary Inter-Fund loans.

2. Highlights from the January 2017 Check Register *(sent electronically for review)*

At a glance - business as usual except for the one-time, non-recurring, or notable Expenditures listed in Mr. Szarek's report *(see his attached report)*.

Jacob Kennedy asked about check # 7887 made out to Communication Engineering & Installation, Inc. in the amount of \$8,327.45. Mr. Bose explained that it was for the installation of additional drops in the classrooms and that the job has been completed.

3. BARS *(sent electronically for review and included in Council packets)*

Jacob Kennedy stated that the anticipated BAR for Dual Credit Instructional Materials (Decrease) did not come in before Mr. Szarek left for vacation. This BAR will be presented at the next meeting.

4. Other Questions

Evalynne Hunemuller had some questions about the upcoming budget cuts for this year and next year. Mr. Bose explained that next year's cut would be about ½% below where this year's ends up.

Mr. Szarek will be back from vacation on Monday, February 27th and will be available to answer any questions regarding this report.

IV. EXECUTIVE DIRECTOR REPORT – ERIK BOSE

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

Highlights

1. Politics

- Mr. Bose has questions on the summary he received for House Bill 273; four sections about the Small Size School Adjustments were supposed to be fixed but they were not
 - Bill also addresses cuts to charter schools based upon population within their districts and school grades, taxes and other items
- Senate Bill 30 would cut funding to charter schools by 30%
- Bills will be read tomorrow, Mr. Bose will be in Santa Fe to hear them

2. Students

- Graduates – 15



- Enrollment – 300
- Waiting list - 197

B. Approval to Move Forward with Lease/Letter of Intent

Mr. Bose distributed copies of the lease from Edith Partners for the property at 301 Edith NE and stated that it was reviewed by our legal counsel.

- Gives us a minimum of 12 parking spaces; there are a total of 24 and we can use any spaces that are not currently needed by someone else
- The ABQCA Business Office would move there, freeing up 2 office spaces in our current building – one of which will immediately be filled by our contracted PT Social worker.
- Lease amount is \$30K per year, 5-year lease with annual renewals
 - Rhonda Seidenwurm asked what would happen if our budget cuts are so great we get in a bind with our funds. Mr. Bose explained that we could break the lease with 30 days' notice.
- We would occupy the entire top floor of the building, which is more square footage than the building next door to the school that we were also looking into leasing.
- Utility costs are included in the monthly rent.
- Renovations start as soon as we sign the lease. Space was previously a call center, so cubicles, partitions, etc. will need to be removed. Space will also be repainted and recarpeted by the Landlord.
 - We will configure all the drops for placement of our equipment.

John Rodarte asked for a motion to approve the signing of this new lease between ABQ Charter Academy and Edith Partners. Evalynne Hunemuller made such motion. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

C. 2015-16 Quality of Education parent Survey Results

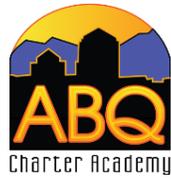
Mr. Bose distributed copies of the survey to the Council.

- Our results are strongly positive, mostly in the “Strongly Agree” and “Agree” categories.
- Our results are low for “Extracurricular Activities,” as we expected.
- Jacob Kennedy stated he does not agree with only a 53% “Strongly Agree” for “School personnel encourage me to participate in my child’s education.” Mr. Bose explained that some students that are parents don’t see that question as applying to themselves.

V. CONSIDERATION FOR APPROVAL TO ADJOURN TO CLOSED SESSION PURSUANT TO THE OPEN MEETINGS ACT NMSA 1978 (§ 10-15-1 (H) (2) LIMITED PERSONNEL MATTERS) FOR PURPOSE OF DISCUSSING THE EXECUTIVE DIRECTOR’S EVALUATION

Evalynne Hunemuller made a motion to adjourn to closed session pursuant to the Open Meetings Act NMSA 1978 § 10-15-1 (H) (2) for the purpose of discussing a limited personnel matter. Rhonda Seidenwurm seconded the motion.

President John Rodarte requested a vote of Council Members, which resulted in agreement of Council Members to convene in closed session for the purpose of discussing the Executive Director’s annual evaluation with Council Members Evalynne Hunemuller, Rhonda Seidenwurm, Jacob Kennedy and John Rodarte. All Council Members voted in favor of the motion. Council Members met in closed session beginning at 5:39 pm.



Reconvene to Open Meeting

Governing Council, by roll call vote, voted to reconvene to Open Meeting at 6:05 pm. Motion made by Evalynne Hunemuller and seconded by Rhonda Seidenwurm. Vote in the affirmative by individual members Evalynne Hunemuller, Rhonda Seidenwurm, Jacob Kennedy and President John Rodarte.

Statement of Closure

President John Rodarte stated that the ABQ Charter Academy Governing Council met in closed session February 21, 2017 to discuss limited personnel matters for the purpose of discussing the Executive Director's evaluation, and that no discussion was made during closed session other than the limited personnel matters as stated on the agenda. No action was taken.

VI. PUBLIC COMMENT

No public comments were made.

VII. ANNOUNCEMENTS

The next ABQCA Governing Council meeting is scheduled for Tuesday, March 18, 2017 at 5:00 pm.

VIII. MEETING ADJOURNED

President John Rodarte asked for a motion to adjourn the meeting. Rhonda Seidenwurm made such motion. Evalynne Hunemuller seconded the motion. The motion carried unanimously. President John Rodarte adjourned the meeting at 6:09 pm.