



Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, September 15, 2015

5:00 pm

ABQ Charter Academy

405 Dr. Martin Luther King Jr Blvd NE

Albuquerque, NM 87102

Council Members Present: Rhonda Seidenwurm, Evalynne Hunemuller, Jacob Kennedy, Emily Salazar

Council Members Not Present: John Rodarte

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 5:00 pm by President Rhonda Seidenwurm.

ACTION ITEMS

1. Approval of September 15, 2015 Agenda

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

2. Approval of August 18, 2015 Meeting Minutes

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

3. BARS

Mr. Szarek asked the Council if they would like all the BARS presented and approved in one motion. The Council agreed.

FY16 Lease Assistance Award BAR

BAR-0003-I was distributed to the Council along with the award details from PSFA. Mr. Szarek explained that this is an award for lease assistance in the amount of \$155,851. The school's total annual lease amount is approximately \$166,000 so the difference will be paid out of the Operational Fund. Evalynne Hunemuller inquired as to how many students we were funded on and what the per-student funding for the award was. Mr. Szarek replied that since he did not have the application in front of him his best recollection may be the award was based on 274.5 students although it could be more. Mr. Szarek also commented that Administrative space within the building is not included in the award and it is likely we will never be able to get assistance for the full amount of our lease.



4. IDEA-B Maintenance BAR

BAR-0004-M was distributed to the Council along with an explanation of how the budget will be reallocated. Mr. Szarek explained that this maintenance BAR is to zero out the previously budgeted Salary and Benefits for a Special Education Coordinator position so that the funds are available for applicable contracted ancillary services (Psychologist, Diagnostician, SLP, Social Worker, etc.).

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

DISCUSSION

1. Finance Committee Report/Business Manager Report – Curt Szarek, Jacob Kennedy

The check register for August and July's Statement of Revenues and Expenditures, and Combining Balance Sheet were sent out electronically to the Council prior to the meeting. Hard copies were also included in the meeting packets.

- Mr. Szarek explained to the Council that as it is July and the start of the new school year, the statement of Revenue and Expenditures reflects approximately \$84K of "front loaded" expenses in the form of the annual software licenses and the NMPSIA Risk Premium.
- Even with paying the front loaded obligations, the Balance Sheet reflects the school still has a strong cash position with \$639K of Operational Funds and \$205K of Capital Outlay Funds on hand.
- Ms. Seidenwurm asked what "Edmentum/Study Island" was, from the August Check/Voucher Register. Ms. Roble explained that it is software for Reading and Math intervention programs through Plato. Teachers/students did not get as much out of the iLearn Math program we have, so we are trying a new one.
- Mr. Szarek stated that the annual audit fieldwork was conducted August 19th -20th and an audit committee meeting was held the afternoon of the 20th as well. The APS Charter Schools audit exit conference is scheduled for Monday, September 28th at APS Uptown Blvd. offices. Council/Audit Committee members John Rodarte and Jacob Kennedy will be in attendance along with Mr. Szarek and Mr. Bose to represent ABQCA. Mr. Szarek shared that CliftonLarsonAllen is still working on the draft financial statements and he cannot discuss any results of the audit until it becomes a public document.
- There has been a legislative appropriation to distribute \$100 prepaid Visa gift cards to teachers for classroom supplies. Statewide, approximately 23,000 teachers will receive the cards. Teachers were selected through information contained in STARS.
- A Title 1 meeting with representatives from APS is scheduled for tomorrow.

2. Executive Director Report – Erik Bose

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

- We have 22 graduates to date for the new school year. The graduation ceremony will be June 16, 2016 at the Kiva Auditorium.



- The short cycle data will be available soon; Mr. Bose will provide it for the November meeting. Last year's information will probably not be available until December.
- The first Count Day is October 14, 2015
- Student count:
 - Currently we have 155 Academy students and 88 Job Corps students
 - Total students attending is 265
 - 140 Academy students are on our wait list
- Mr. Bose shared that the dual enrollment program is going very well and is up to 19 students.
- We held our annual Open House on September 3rd and had a good turnout from parents, students and the community. A Title 1 meeting was also held that night.
- Job Corps:
 - MOU is still unresolved
 - We are still having the same issues as last month with students being pulled.
 - We will not purchase a van for transportation.
 - Ms. Roble stated that as of this meeting, we have not yet received a list from Job Corps of new students for next week.
 - Mr. Bose stated that school administration will have to figure out what to do about the furniture we still have there.
- Building maintenance:
 - Several projects are underway to keep the building looking good and in good condition
 - Fire Marshall paid us a visit after our alarm went off a couple weeks ago. He did an inspection and left a list of requirements we are working on taking care of, including a fire suppression system and water backflow test.
- Our Social Worker/Family Health Coordinator has resigned. We will have a contracted part-time Social Worker here ASAP but we will still need to hire another Full-Time position. So far, we have 6 applications. The contracting service we use, CES, does not have any available Social Workers at this time.
- ABQCA staff are doing really well with their Professional Development Plans. They have been focusing on:
 - Curriculum development
 - Expanding on the classes we currently have
 - Making the ELL program more robust (currently about 25 students)
- Mr. Bose stated that he will be out of town the week of the October meeting. It was decided that the meeting date would stay the same and Ms. Roble would head it.



PUBLIC COMMENT

ANNOUNCEMENTS

The next meeting will be held on October 20, 2015.

MEETING ADJOURNED

Emily Salazar made a motion to adjourn the meeting. Evalynne Hunemuller seconded the motion. The motion carried unanimously. Rhonda Seidenwurm adjourned the meeting at 5:43 pm.