



Minutes of the  
**GOVERNING COUNCIL MEETING**  
**Thursday, May 21, 2019 - 5:00 pm**  
ABQ Charter Academy  
405 Dr. Martin Luther King Jr. Blvd. NE  
Albuquerque, NM 87102

**Council Members Present:**

Dr. Evalynne Hunemuller, Vice President (via phone)  
Jacob Kennedy, Treasurer (via phone)  
Dr. Rhonda Seidenwurm, Secretary  
Chandra McCray, Member (via phone)

**ABQCA Guests:**

Erik Bose, Executive Director  
Sean Fry, Business Manager  
Amy Roble, Principal

**Council Members Not Present:** John Rodarte, President

**Minutes:** Andrea Kepple, ABQCA Exec. Assistant/STARS Coord.

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:02 pm by Dr. Seidenwurm.

Council members present were provided with laptops and access to all meeting documents in either electronic or hardcopy format. Documents were also emailed to the Council prior to the meeting.

**II. OPENING ACTIVITIES**

**A. Approval of May 21, 2019 Agenda**

Dr. Seidenwurm asked for a motion on the agenda. Ms. McCray made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

**B. Approval of April 9, 2019 Minutes**

Dr. Seidenwurm asked for a motion on the minutes. Ms. McCray made a motion to approve. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

**C. Approval of April 30, 2019 Minutes**

Dr. Seidenwurm asked for a motion on the minutes. Dr. Hunemuller made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

**D. Approval of 2019/20 Open Meetings Act Resolution #2018/19-001**

Dr. Seidenwurm asked for a motion on the resolution. Ms. McCray made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

**E. 2019/20 Governing Council Member Forms**

The following forms were presented for signature. Absent members can sign them at the June meeting.

Code of Ethics

Conflict of Interest

Letter of Commitment

2019-20 GC Meeting Dates (no signature required)

**III. FINANCE COMMITTEE REPORT**

**A. Business Manager Report – Sean Fry**

The April 2019 Financial Statements and Check Register were distributed electronically to the Council prior to the meeting.



1. Mr. Fry gave a review of the school's cash balances by fund. The percentage of flow through funds that have been expensed and (Committed) through the end of April 2019 are:

Title I ESEA – 83.01% (99.46%)

IDEA-B Entitlement – 76.27% (99.8%)

English Language Acquisition – 0% (0%)

Title II Teacher/Principal Training & Recruiting – 31.54% (31.54%)

Title IV Student Supp Academic Achievement– 0% (100%)

Dual Credit Instructional Materials –100% (100%)

G.O. Bond Student Library – 0% (0%)

Attendance Success Initiative – 81.78% (100%)

2. Highlights from the Check Register for April 2019: *(sent electronically for review)*

At a glance – A few abnormal transactions this month. The nonrecurring transactions by category are:

- Curriculum/Program Related:  
4/25/19 #9338 to Blackboard, Inc. for BB Connect Renewal (Title I), \$1049.88
- Travel Expenditures:  
4/2/19 #9318 to Sandra Roth for SXSW PD Final-\$1,539.75  
4/25/19 #9347 to Amy Roble for BLPC PD Final-\$125.89
- Facility Maintenance Expenditures:  
4/17/19 #9329 for ACES Includes \$3,968 in HVAC Repairs, \$8,169.42  
4/17/19 #9333 to Millennium Communications for Shoretel renewal, \$1,435.82  
4/25/19 #9344 to Millennium Communications for 2 new phones and install, \$700.48
- Other One-Time/Infrequent Expenditures of Note:  
4/17/19 #9334 to NMCCS for HR Training, \$350  
4/25/19 #9345 to NMCCS for membership renewal, \$3,538.50
- Voided checks: None

3. Other Items for Discussion

- Finance Committee met at 8:00 AM on May 16, 2019.
- SSA has not approved modification. Last correspondence with State was 4/8/19
- SY 2019-20 budget should be approved in the next two weeks – no issues with APS or PED

#### **B. Approval of Cash Disbursements for April 2019**

Dr. Seidenwurm asked for a motion on the April 2019 Cash Disbursements. Mr. Kennedy made a motion to approve. Ms. McCray seconded the motion. There was no further discussion. The motion carried unanimously.

#### **C. Approval of Obsolete Inventory Disposition**

Dr. Seidenwurm asked for a motion on the obsolete inventory disposition. Dr. Hunemuller made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

### **IV. EXECUTIVE DIRECTOR REPORT**

#### **A. Highlights from Executive Director's Report:**

Scholars

- 80 Grads; 6 more days until the deadline
  - Ms. Kepple mailed graduation invitations to the GC members
- 323 people on the wait list – with the 22 & older removed

ABQCA

- Retaining all staff for next year



#### Building

- Taking bids for the upstairs construction; starts in 4 weeks

#### **VIII. PUBLIC COMMENT**

There were no public comments.

#### **IX. ANNOUNCEMENTS**

1. The next ABQCA Governing Council monthly meeting is scheduled for Tuesday, June 11, 2019 at 5:00 pm.
2. Dr. Seidenwurm reminded everyone that the Governing Council does not usually meet in July, during Summer Break.

#### **X. MEETING ADJOURNED**

Dr. Seidenwurm asked for a motion to adjourn the meeting. Mr. Kennedy made such motion. Dr. Hunemuller seconded the motion. The motion carried unanimously. Dr. Seidenwurm adjourned the meeting at 5:20 pm.