

**SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES
ALBUQUERQUE**

Minutes of the
GOVERNING COUNCIL MEETING

Tuesday, December 15, 2009

5:30 pm

SIATe ch

1500 Indian School Rd NW

Albuquerque, NM 87104

Council Members Present:

Emily Salazar
John Rodarte
Stacey Cooley
Greta Roskom
David Berkey
Cindy Mullen

Council Members Not Present

Jacob Kennedy

Guests:

Curt Szarek, SIATech Business Manager
Kelly Callahan, SIATech Head Administrator

Minutes:

Donna Vanlandingham, SIATech Administrative Assistant

I. Call Meeting To Order

A. Welcome

Emily Salazar called the meeting to order at 5:52 pm.

B. Approve Minutes from November 11, 2009 Meeting

Greta Roskom made a motion to approve the minutes as presented. Cindy Mullen seconded. There was no further discussion. The motion passed unanimously.

C. Approve December 15, 2009 Agenda

David Berkey made a motion to approve the agenda. Stacey Cooley seconded. There was no further discussion. The motion passed unanimously.

II. Council Development

A. Council Goals

1. Review new council goals – Emily Salazar

During the All Board Workshop that was held in Palm Springs on November 11 and 12, the council members present were asked to set Council goals. These goals, which identify specific timelines, were included in each member's meeting packet for review.

- After some discussion, it was decided a retreat would be planned for the council before the end of the school year to have further discuss the council goals. Greta Roskom suggested having Rick Rios from the Charter School Coalition in attendance at the meeting to help guide the council in determining their goals.
- Ms. Callahan assured the council the School In Need Of Improvement issue is on her radar. She has already begun doing some of the required steps. These steps need to be documented.
- Ms. Callahan and Mr. Szarek will review the existing policies and bring forth any new policies that are needed, such as the attendance policy.
- Dr. Salazar would like the council to review the concerns and opportunities that were discussed at the workshop on a quarterly basis. She asked council members to review these items and be ready to discuss them at the January meeting.

III. School Business

A. Old Business

1. Standing Committee Updates (Discussion)

- a. Finance – The minutes from the October 26, 2009 Finance Committee meeting were distributed for review. Jacob Kennedy gave a brief narrative of the events that transpired during the meeting.
- b. Academic Advisory/CIC/Council Development
The CIC Luncheon was held on December 8. Dr. Salazar and Ms. Callahan report it was well attended.

B. New Business

1. Redo Agenda – Greta Roskom

A sample agenda was distributed for review.

- Ms. Roskom felt the current agenda was confusing as to whether an item was an action item or simply a discussion item.
- She inquired as to why a portion of each council meeting was devoted to discussing Job Corps activities.
- Stacey Cooley stated SIATech would not exist without Job Corps. There is a very unique relationship between the two.
- Greta understands this relationship because she has a similar relationship at her charter school with the Detention Center.
- Stacey Cooley suggested doing trainings for new council members to better understand the unique relationship between the Job Corps and SIATech.
- The new agenda format will be used at the January meeting.

2. Policy Review

a. Whistle Blower Policy Draft – 1st Read (Discussion)

A draft was distributed for review. Ms. Callahan will review the policy and present at the January meeting.

b. Reduction in Force Policy Draft – 1st Read (Discussion)

A draft was distributed for review. Ms. Callahan will review the policy and present at the January meeting.

3. Board Self-Evaluation – Draft 1st Read (Discussion)

David Berkey provided a sample evaluation for the council to review and consider.

- Greta asked how the evaluation would be used. Will it be used on individuals? Each person would do an evaluation on themselves as well as the other council members?
- Stacey Cooley suggested doing the council evaluations at the same time the head administrator evaluation is done.
- Ms. Callahan will review the elements of the evaluation to include HB 212 which was discussed at the NMCCS Training, as well as how quickly BARs are approved

C. Site Report

1. Site Principal Report – Erik Bose

There was no report since Erik Bose was unable to attend the meeting.

2. Head Administrator Report – Kelly Callahan

The Head Administrator report was distributed for review.

- A personnel issue was discussed concerning an altercation between a staff member and a student. Ms. Callahan reviewed approximately 30 witness statements as well as consulting with Patty Matthews. The staff member was on paid leave during the investigation and has returned to work.

3. Business Manager Report – Curt Szarek

The financial statements for October, 2009 were distributed for review.

- Mr. Szarek reported the final allocation of ARRA Federal Stabilization funds were received in November and reporting of the use of the funds is current with all agencies.
- He also reported that reimbursements for PSFA Lease Assistance through the 2nd quarter have been submitted and are expected to be received in full by the end of December.
- At this time, the general consensus among charter schools is that a 2% budget cut is in order. However, everyone is bracing for further cuts after the start of the next legislative session on January 19, 2010.
- Mr. Szarek and Ms. Callahan have already discussed this issue, and will pay attention to the legislative outcome to determine how these cuts, if any, may affect the SIATech budget.

V. Public Comment on Non-Agenda Items

VII. Next Scheduled Meeting

The next scheduled meeting is January 19, 2010 at 5:30 pm in the SIATech Conference Room.

VIII. Adjournment

Cindy Mullen made a motion to adjourn the meeting. Stacey Cooley seconded. The motion passed unanimously. Emily Salazar adjourned the meeting at 7:10 pm.