

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES
ALBUQUERQUE

Minutes of the
GOVERNING COUNCIL MEETING

Tuesday, May 18, 2010
5:30 pm
SIATech
1500 Indian School Rd NW
Albuquerque, NM 87104

Council Members Present:

Emily Salazar
John Rodarte
Stacey Cooley
Jacob Kennedy
Greta Roskom

Council Members Not Present

David Berkey
Cindy Mullen

Guests:

Curt Szarek, SIATech Business Manager
Kelly Callahan, SIATech Head Administrator
Erik Bose, SIATech Principal

Minutes:

Donna Vanlandingham, SIATech Administrative Assistant

CALL MEETING TO ORDER

President Emily Salazar called the meeting to order at 5:39 pm.

ACTION ITEMS

1. Approval May 18, 2010 Agenda
John Rodarte made a motion to approve the agenda. Greta Roskom seconded. There was no further discussion. The motion passed unanimously.
2. Approval of April 20, 2010 Minutes
John Rodarte made a motion to approve the minutes. Greta Roskom seconded. There was no further discussion. The motion passed unanimously.
3. Approval of April 27, 2010 Special Budget Approval Minutes
Greta Roskom made a motion to approve the minutes. John Rodarte seconded. There was no further discussion. The motion passed unanimously.
4. 2010/2011 NEWCorp Cooperation and Licensing Agreement/Schedule of Fees for Services (MOU)
As mentioned when this item was presented as a first read during the previous month, Mr. Szarek informed the council that the wording remains the same as previous years and only the effective dates have been changed. The Schedule of Fees for Services remains unchanged at \$150 per enrolled student at the end of each calendar month. Once the Governing Council approves the MOU, two originals will go to NEWCorp for approval and signature, with one signed original being returned for our files. Jacob Kennedy made a motion to approve the MOU. Greta Roskom seconded. There was no further discussion. The motion passed unanimously.
5. Final Transfer/Maintenance BARS for 2009/2010
 - BAR 0910-0013 T: This inter-Function transfer is necessary to re-allocate available budget from Function 2000 (as a roll-up including 2100-2600) to anticipated expenditure lines (Object Codes) in Function 1000 (Instruction) as projected through June 30, 2010. The hand-entered items will be finalized in OBMS and is due to the PED by June 1, 2010. Greta Roskom made a motion to approve the BAR. John Rodarte seconded. There was no further discussion. The motion passed unanimously.
 - BAR 0910-0014 M: These transfers are within Function 2000 (as a roll-up including 2100-2600), so they only require approval by the Governing Council. They still need to be submitted to PED via OBMS for their

records. Jacob Kennedy made a motion to approve the BAR. John Rodarte seconded. There was no further discussion. The motion passed unanimously.

6. BAR for additional Title I Stimulus Funding

BAR 0910-015 I: SIATech received a Title I Stimulus award letter from APS which identifies supplemental funding in the amount of \$4,246, which necessitates this BAR. Greta Roskom made a motion to approve the BAR. John Rodarte seconded. There was no further discussion. The motion passed unanimously.

7. Graduation Waivers

Ms. Callahan is requesting graduation waivers for the following students:

- Serfina Brown – She has taken the NMHSCE eleven times. Her teachers have verified she does meet standards.
- Jacob Torres – Jacob has a 504 plan with accommodations which exempt him from the HSCE.
- Alfredo Skeet – Alfredo also has a 504 plan with accommodations which exempt him from the HSCE.
- Gustavo Preciado has passed the GED which is an alternative assessment to the HSCE.

John Rodarte made a motion to approve the waivers. Greta Roskom seconded. There was no further discussion. The motion passed unanimously. The waivers will now be sent to PED for approval.

DISCUSSION ITEMS

1. Finance Committee Report/Business Manager Report

- The minutes from the April 26, 2010, Finance Committee meeting were distributed for review. Mr. Szarek briefly reviewed the minutes. He pointed out David Berkey participated via telephone.
- The budget telephone review was conducted on April 20, 2010, by Beverly Aguilar, PED Budget Analyst, who commented favorably on the product.
- Mr. Szarek shared that the SIATech Albuquerque budget was given to Judy Bergs from the APS Charter School office on Friday, April 16, 2010, during her Business Office site visit, and well in advance of the due date to the APS Charter School Office.
- Greta Roskom gave kudos to the SIATech management team for their efforts to provide a well-developed budget to both PED and APS early on.
- The financial statements for March 31, 2010, were distributed for review and discussion. The quarterly report for the same period was timely-filed.
- Mr. Szarek informed the council Moss Adams is scheduled to commence phase 1 of the 2009/2010 audit at the Business Office on July 29, 2010. They are scheduled to return to complete the required fieldwork on August 16-17, 2010.
- There will be an Audit Entrance meeting for all APS-authorized charter schools on May 24, 2010 at 1:00 pm. Ms. Callahan and Mr. Szarek will both be in attendance. This is the first time such a meeting has been held.
- To the best of his knowledge, Mr. Szarek believes all of the APS-authorized charter school budgets have been submitted. The APS Finance Committee will review the budgets for compliance, and the APS Board is scheduled to approve all of the budgets as a whole at their first meeting in June. APS cannot line item veto any of the charter budgets, but if there is any issue(s) with one or more charter school budgets, it may jeopardize approval for all as a group.

2. Academic Advisory/CIC/Council Development

- The next CIC meeting will be June 22.

3. Principal Report

The Principal Report was distributed for review.

4. Head Administrator Report

The Head Administrator report was distributed for review.

- There is a tentative in-service date of 5/28.

5. Policy Committee Report

Greta Roskom, John Rodarte, Curt Szarek and Kelly Callahan met and reviewed SIATech policies. They did not find any major changes that were required. Some wording was changed to reflect the new leadership structure as

well as some updating of the wording. All council members were provided with a list that included which policy and which section that changes were made. Greta Roskom reviewed the list with the council. Council members will receive a copy of each policy.

6. Head Administrator Evaluation

- Ms. Callahan explained there is not a PDP for the Head Administrator. She designed a reflection that she asked the council members to review.
- The administrator evaluation will be emailed to the council. Dr. Salazar asked that each member complete the evaluation and email to her with any comments. She will compile the information and it will be discussed during a closed session at the June meeting.

7. Inspection of Records Act Policy

During the APS Charter Office site visit, one of the items they recommended for SIATech was an 'Inspection of Public Records' notice. Each council member received a copy of the notice in their packet. The Secretary of the Council, Stacey Cooley, will be designated as the custodian of records. Any records request will be sent to Stacey Cooley.

8. Council Goals

This item will be reviewed on a quarterly basis instead of monthly.

9. Concerns/Opportunities

ANNOUNCEMENTS

1. The next regular scheduled meeting is July 20, 2010.

Jacob Kennedy made a motion to adjourn the meeting. John Rodarte seconded. Emily Salazar adjourned the meeting at 6 pm.