

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES
ALBUQUERQUE
Minutes of the
GOVERNING COUNCIL MEETING
Tuesday, June 21, 2011
5:30 pm
SIATech
1500 Indian School Rd NW
Albuquerque, NM 87104

Council Members Present:

Emily Salazar
Greta Roskom
Jacob Kennedy
Stacey Cooley

Council Members Not Present

John Rodarte
Virginia Trujillo

Guests:

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

Minutes:

Donna Vanlandingham, SIATech Administrative Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:35 pm by President Emily Salazar.

ACTION ITEMS

1. Approval of June 21, 2011 Agenda
Greta Roskom made a motion to approve the agenda. Stacey Cooley seconded. There was no further discussion. The motion passed unanimously.
2. Approval of May 17, 2011 Minutes
Jacob Kennedy made a motion to approve the minutes. Greta Roskom seconded. There was no further discussion. The motion passed unanimously.
3. 2011/2012 Professional Services Agreement for Legal Services
The professional service contract for legal services provided by Matthews Fox, P.C., was presented for review. The contract is presented to the council each year for approval. The agreement states there is a threshold of \$50,000, which is the amount of personal services which can be rendered before a formal bid is required. Mr. Szarek explained that since inception, SIATech has never incurred anywhere near the threshold and is not expected to do so. He shared that the current budget allows for legal services up to \$3,750. Greta Roskom made a motion to approve the agreement for legal services. Stacey Cooley seconded. There was no further discussion. The motion passed unanimously.

Rhonda Siedenwurm was welcomed to the meeting by President Emily Salazar. Ms. Callahan explained the agenda for this meeting had been streamlined because of the amount of time the Closed Session will take. She apologized that Ms. Siedenwurm was only able to observe such a small portion of the meeting. Emily Salazar asked how Rhonda had learned of SIATech. Ms. Seidenwurm gave a short synopsis of her career. She shared that previously she was a Regional Superintendent with APS, which included the alternative schools at APS. She was also Superintendent of Clovis schools for 5 years. She is currently retired which enables her to volunteer her time to causes she believes in. She has visited charter schools in Albuquerque, which included SIATech. She spent almost a day at SIATech observing the students, the teachers and talking with staff. She was very impressed with the program and when Kelly told her there was an opening on the Governing Council, Rhonda was thrilled to have this opportunity. She submitted the required interest to serve paperwork to Emily Salazar.

CLOSED SESSION

1. Head Administrator Evaluation

Pursuant to NMSA 1978, Sections 10-15-1-I, Greta Roskom made a motion to convene to Closed Session to discuss the Head Administrator Evaluation. Stacey Cooley seconded the motion. Roll call vote was taken. Jacob Kenney voted "Yes", Stacey Cooley voted "Yes", Emily Salazar voted "Yes" and Greta Roskom voted "Yes". The council convened to Closed Session at 5:49 pm.

At 6:57 pm, Kelly Callahan was asked to join the Closed Session to discuss her evaluation.

The council re-convened to the Open Meeting at 7:49 pm. The council stated the only matters discussed during the closed session was the head administrator evaluation.

Emily Salazar requested the meeting minutes reflect the council would approve and sign Ms. Callahan's contract at the July meeting.

Curt Szarek requested it be noted in the meeting minutes that the financial statements for April and May, 2011, were distributed to the council. He noted the school has a strong cash position, payables are low, and reimbursement requests from the state are submitted monthly and received timely. He also pointed out there was nothing out of the ordinary from prior submissions and asked the Council members to review them and contact him should they have any questions. He also mentioned that the fieldwork for the 2010/2011 audit will commence on July 22 with an audit committee meeting scheduled for 3:00 p.m. that day. The final fieldwork will be conducted during August 18 – 19, at which time an audit committee meeting will be held at 3:00 p.m. on the 19th. Both Mr. Kennedy and Jennifer Hall, CPA with KPMG, have confirmed they will be able to attend both audit committee meetings.

ANNOUNCEMENTS

1. The next regular scheduled meeting is July 19, 2011. Greta Roksom informed the council she will be unable to attend.

Stacey Cooley made a motion to adjourn the meeting. Jacob Kennedy seconded. The motion passed unanimously. Emily Salazar adjourned the meeting at 7:55 pm.