

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES
ALBUQUERQUE

Minutes of the
GOVERNING COUNCIL MEETING

Tuesday, August 17, 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
Cindy Mullen

Council Members Not Present

Guests:

Curt Szarek, SIATech Business Manager
Kelly Callahan, SIATech Head Administrator
Erik Bose, SIATech Site Principal
Virginia Trujillo, Job Corps OA/CTS Director

Minutes:

Donna Vanlandingham, SIATech Administrative Assistant

CALL MEETING TO ORDER

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

ACTION ITEMS

1. Approval of August 17, 2010 Agenda

Greta Roskom made a motion to approve the agenda. Jacob Kennedy seconded. There was no further discussion. The motion passed unanimously.

2. Approval of July 20, 2010 Minutes

Greta Roskom made a motion to approve the minutes. Stacey Cooley seconded. There was no further discussion. The motion passed unanimously.

3. Council Officer Elections

John Rodarate nominated Emily Salazar as President. Dr. Salazar accepted the nomination. Stacey Cooley seconded. There was no further discussion. Emily Salazar will serve as President.

Stacey Cooley nominated Greta Roskom as Vice President. Ms. Roskom accepted the nomination. Stacey Cooley seconded. There was no further discussion. Greta Roskom will serve as Vice President.

Greta Roskom nominated John Rodarte as Secretary. Mr. Rodarte accepted the nomination. Jacob Kenney seconded. There is no further discussion. John Rodarte will serve as Secretary.

Jacob Kennedy nominated himself for Treasurer. Cindy Mullen seconded. There was no further discussion. Jacob Kennedy will continue serving as Treasurer.

2010- 2011 Officers are:

Emily Salazar – President

Greta Roskom – Vice President

John Rodarate – Secretary

Jacob Kennedy – Treasurer

Cindy Mullen gave her verbal resignation to the Council which will be effective at the close of this meeting. She has enjoyed her years on the council, but feels she is unable to commit the time needed to continue serving on the council. She expressed she would like to see a parent representative replace her on the council. Dr. Salazar and Ms. Callahan thanked Ms. Mullen for her time and commitment she has given to the council.

There are now two open positions on the council. Greta Roskom will forward an interest to serve packet to an individual who may be interested.

4. Approval of BARS

- Operational Cash balance carryover from 2009/20210 - **BAR 09-1011-0003-I**
Mr. Szarek presented the BAR to reflect a \$20,047 increase in Unrestricted Cash balance carryover from 2009-2010 per the Cash Reconciliation Schedule III produced during the audit fieldwork. Greta Roskom made a motion to approve the BAR. Jacob Kennedy seconded. There was no further discussion. The motion passed unanimously.
- Instructional Materials cash balance carryover from 2009/2010 - **BAR 09-1011-0005-I**
Mr. Szarek presented the BAR to reflect a \$27,470 increase in Instructional Materials Cash balance carryover from 2009-2010 per the Cash Reconciliation Schedule III produced during the audit fieldwork. The Instructional Materials year-end report for 6/30/10 was also submitted to the Council for backup which reflects the Cash Balance carryover. Cindy Mullen made a motion to approve the BAR. Greta Roskom seconded. There was no further discussion. The motion passed unanimously.
- APS Return of 2% for SEG Federal Stimulus withheld from 2009/2010 - **BAR 09-1011-0004-I**
Mr. Szarek explained that the school received \$4,130 on July 30, 2010 which was retained by APS during the 2009/2010 school year as 2% of the SEG Federal Stimulus, which they were not allowed to keep. Documentation from the PED supporting the decision was also submitted as backup for the BAR. Stacey Cooley made a motion to approve the BAR. Cindy Mullen seconded. There was no further discussion. The motion passed unanimously.
- Increase SEG Federal Stimulus for 2010/2011 to 100% allocation vs 98% - **BAR 0-1011-0001-I**
As a result of the PED documentation for the above-mentioned BAR, Mr. Szarek presented a BAR to reflect the addition of the 2% (\$461) originally configured as a deduction from the original 910B-5 SEG Federal Stimulus calculation. This will make the reflect the allocation for 2010/2011 as 100% instead of 98%. Greta Roskom made a motion to approve the BAR. Jacob Kennedy seconded. There was no further discussion. The motion passed unanimously.
- Carryover/reallocation of unused SB-9 funding from 2009/2010 - **BAR 09-1011-0002-IB**
Mr. Szarek explained that this BAR was approved during the April, 2010, Governing Council meeting but OBMS would not allow the correct Function and Object Code. This was not able to be corrected before the year-end. OBMS has been modified so the correct Function/Object Codes for this Fund can be populated. This BAR reflects the 2009-2010 allocation (\$6,459) not utilized. Jacob Kennedy made a motion to approve the motion. Cindy Mullen seconded. There was no further discussion. The motion passed unanimously.
- Carryover of additional IDEA B Federal Stimulus unused from 2009/2010 - **BAR 09-1011-0007-I**
Mr. Szarek presented this BAR to reflect the ARRA IDEA-B carryover from 2009/2010 identified in an award letter from Teresa Scott dated August 12, 2010. The award will be utilized for Salaries and benefits for the SpED Coordinator. Jacob Kennedy made a motion to approve the BAR. Stacey Cooley seconded. The motion passed unanimously.

DISCUSSION ITEMS

1. Finance Committee Report/Business Manager Report

- The financial statements as of June 30, 2010 were distributed for review. Mr. Szarek reviewed them with the council.
- A Finance Committee meeting was held on Monday, July 26, 2010, at the SIATech Business Office to review the year-end financial statements and corresponding quarterly reports. Jacob Kennedy participated via telephone conference. Since he was scheduled to be out of town at the time of the meeting, Mr. Kennedy did spend several hours at the Business Office a few days prior to the meeting to review the financial and quarterly reports, bank reconciliations, and journal entries. Mr. Kennedy affirmed that he found everything to be in order.
- The audit for the 2009/2010 fiscal year was completed on August 17. Jacob Kennedy mentioned to the Governing Council that he was contacted by one of the auditors in connection with a compliance questionnaire. Mr. Szarek mentioned the scope of the audit increased this year over last year as a result of ARRA funds received by all schools. Once again, he commended the Moss Adams' staff for delivering draft financial statements at the conclusion of their fieldwork and felt they were very professional and thorough.

2. Academic Advisory/CIC/Council Development

- The CIC luncheon was held July 20. Dr. Salazar reported the regional office has changed the name of the committee and she will email the new name to Donna Vanlandingham.
- Emily Salazar welcomed Virginia Trujillo to the meeting. Ms. Trujillo is the OA/CTS Director at Job Corps and has expressed an interest in serving on the council. The necessary paperwork was given to Ms. Trujillo to complete and bring to the September meeting if she is still interested in becoming a member of the Governing Council.

3. Principal Report

The Principal Report was distributed for review. Mr. Bose reports:

- Graduation was held on July 30 at the Hispanic Cultural Center. Several people commented what a nice graduation it was and they would like the next graduation to be held at the same venue.
- SIATech beat their goal of having 64 graduates. There were 69 SIATech graduates.
- The next graduation will be held in February or March.
- Mr. Bose reported there was one negative comment on the Monday night memo about Math instructors needing to be more available to help. This will be discussed with the Math teachers during their monthly meeting with administrators.
- There are currently 6 non-Job Corps students enrolled at SIATech. And, 14 students on the waiting list.
- August 27 is the next Title I Parent Involvement Meeting.

4. Head Administrator Report

The Head Administrator report was distributed for review.

- Ms. Callahan and Greta Roskom attended the Legislative Finance Committee (LFC) meeting in Santa Fe.
- An audit of 16 charter schools was conducted by an out of state company. The audit states charter schools are not offering anything different from regular schools. It was recommended that the small school adjustment in the funding formula be taken away from charter schools along with the leases reimbursements. Greta Roskom will be testifying at an LFC meeting next week.
- Emily Salazar spoke with a member of the LFC and their recommendation was that SIATech distance themselves from the charter school movement.
- Ms. Callahan has spoke with Rick Miera about alternative accountability for schools such as SIATech. It is frustrating to be labeled as a “failure” when the school is, in fact, a success.
- SIATech has been classified by the PED as R-1 for AYP. Ms. Callahan has been trying to contact someone in the Priority School Bureau because she was told the R-1 would be delayed one year because SIATech has already taken many of the steps required for schools not meeting AYP, such as North Central Accreditation and obtaining an instructional coach.

CLOSED SESSSION

1. Head Administrator Evaluation

Pursuant to NMSA 1978, Sections 10-15-1-I Greta Roskom made a motion that the meeting convene to closed session to finalize the head administrator evaluation. Cindy Mullen seconded the motion. Emily Salazar, Stacey Cooley, Greta Roskom, John Rodarte, Cindy Mullen and Jacob Kennedy voted in favor of closing the meeting. At 6:53 pm, the meeting convened to closed session.

The council reconvened to the regular meeting at 7:10 pm. The council states the only matters discussed during the closed session was the head administrator evaluation. Kelly Callahan will respond electronically to the Governing Council comments. Emily Salazar will then sign the evaluation which will be placed in Ms. Callahan’s personnel file.

ANNOUNCEMENTS

1. The next regular scheduled meeting is September 21, 2010.

Cindy Mullen made a motion to adjourn the meeting. Stacey Cooley seconded. Emily Salazar adjourned the meeting at 7:12 pm.