



Academy of Trades and Technology  
GOVERNING COUNCIL REGULAR BOARD MEETING MINUTES  
Thursday, July 31, 2014  
3:00 p.m.  
Chama, NM  
1000 Danielle St. Chama, NM 87520  
Phone: (505)765-5517 Fax :(505)765-5898

- I. **Call to Order-** The meeting was called to order at 3:15 pm by Henry Lackey
  
- II. **Roll Call**  
**Present:** Henry Lackey-President  
Lee Maxwell-Vice President  
Richard Winterbottom-Governing Council Member  
Christopher Hotchkiss  
**Excused:** Bruce Bixby-Governing Council Member  
Rudy Spring- Governing Council Member  
**Guests:** Harold Field  
Sandy Beery
  
- III. **Adoption of July 31, 2014 Governing Council Agenda (Discussion/Action)-**  
Mr. Maxwell made a motion to approve the July 31, 2014 agenda as presented. The motion was second by Mr. Winterbottom and passed by unanimous vote as indicated by Mr. Lackey.
  
- IV. **Approval of**
  - a. **May 14, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-**  
At this point Mr. Winterbottom made a motion to approve the Minutes for May 14, 2014. The motion was second by Mr. Maxwell and passed unanimously by vote as indicated by Mr. Lackey.
  
  - b. **June 19, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-**  
At this point Mr. Winterbottom made a motion to approve the Minutes for June 19, 2014. The motion was second by Mr. Maxwell and passed unanimously by vote as indicated by Mr. Lackey.

- c. March 20, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-  
At this point Mr. Winterbottom made a motion to table the Minutes for March 20, 2014, and said he would produce the notes for the minutes soon.

**V. Public Forum-** Mr. Harold Field introduced himself as an interested candidate for the governing council board.

**VI. Principal's Report- Mr. Christopher Hotchkiss**

- A. Charter Renewal-** Mr. Hotchkiss explained that 10/1 is the charter application deadline. He added that the school grading sheet showed ATT with a grade of D which can be appealed. If an appeal is to be made it is due next Wednesday. He continued to report that the schools' SBA score, is 0.68, which is low and a 6 point drop from what it had been the year before. His explanation continued to say he was confused because the raw scores for the testing had increased which led to a lower grade somehow. He noted we had dropped 10 points out of 100 and it seemed as though it was a disproportionate drop since we only went down a total of 6 points. The board then discussed the potential problems.

Mr. Hotchkiss continued to present on the charter renewal, explaining that it was composed of three parts. 1. Progress, 2. Financial and 3. Organizational. The first of the three which is in regards to progress has caused some difficulty due to the fact that the goals were not well defined within the charter. The second part of the series is an explanation of the school grade. He continued to say that he needs to explain the lower grade. He commented that the students have an increased improvement rate even though they still cannot achieve proficiency standards set by the state. He noted that he and Ms. Beery will have the explanation piece by the next board meeting for review.

- B. Enrollment-** Mr. Hotchkiss began his enrollment report by saying not many students have come in to withdraw as of yet, but has had some staff attempting to contact those families who may still attend this year to remind them of the first day of school.

At this point some discussion was had about a possible radio advertisement. Mr. Hotchkiss also commented that he had met with the APS expulsion director to encourage continued referrals to ATT.

Mr. Hotchkiss also reported that the postcard campaign that he had planned to kick off has been delayed but may not be a bad thing due to the fact that the cards may come to the students at a time when they may consider more seriously returning to school. At this point Mr. Lackey wanted to emphasize the fact that the Academy is here to support at-risk youth and we should not be focusing whatsoever on those students who are doing well in their current school setting. Mr. Hotchkiss assured Mr. Lackey that this is not happening. Mr. Maxwell then interjected saying, we should consider explore and

identify a small group of successful students from ATT who could educate the board as to what we are doing that works. Mr. Lackey then added that we need some way of tracking the students. Ms. Beery then said that part of the deal is tricky but the way to get some of that feedback is to do the relationship survey with the seniors in the spring who may be willing to come back and discuss with us what worked for them.

- d. Mr. Hotchkiss at this point began his report on the student handbook. He said the handbook should include a grievance policy for parents and the community with added bullet points for appeals to the board.

Mr. Lackey then noted that in the handbook the copy fee for those parents who want records should be charged a fee per page. Mr. Winterbottom then made a motion to amend the copy fee to be \$0.30 per page. The motion was second by Mr. Maxwell and passed unanimously.

- e. Mr. Hotchkiss then presented the board with the mission statement that he had edited. Mr. Lackey then said that the mission statement needed to address the “needs” because the school should be addressing more than the academic needs of the students. It needs to be edited to encompass students basic needs such as hunger etc. After some discussion Mr. Maxwell made a motion to approve the mission statement as amended. The motion was second by Mr. Winterbottom and passed unanimously as indicated by Mr. Lackey.

## **VII. Financial Report- Presented by Mr. Hotchkiss**

- C. **Related Party Questionnaire-** At this time Mr. Hotchkiss presented the document for board review. The board then discussed and the document and agreed that it was the same as a joint powers agreement with NMCSES, which is a food services agreement with Canteen. After some discussion the board was not sure of the advantage of signing the JPA as opposed to directly contracting with the food service provider. The board also decided not to sign the JPA until further review which included Mr. Hotchkiss talking to Mr. Martinez to ensure the student s would have lunch on Tuesday, which is the first day of school. Mr. Winterbottom made a motion not to sign the document. The motion was second by Mr. Maxwell and passed unanimously as indicated by Mr. Lackey.

### **D. BARS-**

1. 523-000-1314-0033-IB The motion to approve the BAR was made by Mr. Winterbottom and Second by Mr. Maxwell. The motion was put to vote by Mr. Lackey and passed unanimously, indicated also, by Mr. Lackey.

## **VIII. President’s Report- Mr. Henry Lackey**

Mr. Lackey, at this time, began his report by saying that he has been thinking of starting the daycare at the school again since we have the space. Mr. Hotchkiss then said that it really is a difficult process to try to get a daycare in the schools, he noted that daycares are funded by the GRADS grant and that he would look into it to see if the school qualifies and contact Ms. Becky Rivera who could help them see what all is required. Mr. Lackey then noted that it would be a great community outreach and resource for the community and Karsten.

Mr. Lackey then emphasized the importance of recruitment and said the board needs to have a report on the recruitment status and the plans for future recruitment campaigns by the next board meeting.

Mr. Lackey continued his president report by saying he had visited Mr. Sergio Sotelo from the ATT non-profit board and set up a meeting 2 Saturday s ago. In his visit with Mr. Sotelo, Mr. Lackey suggested to him that he step off the non-profit board and make a re-payment plan to pay the school back. He noted that Mr. Sotelo was not accommodating. Mr. Lackey closed his report by saying he would like to report Mr. Sotelo to criminal authorities and will work on getting restitution recovery.

**IX. Closed Session-** to discuss only Limited Personnel Matters pursuant to NMSA 1978 10-15-h.(2), attorney-client privilege (7), and building purchase (8)

**X. Limited Personnel Matters pursuant to NMSA 1978 10-15-h.(2), attorney-client privilege (7), and building purchase (8)**

**XI. Return to Open Session-Unnecessary**

**XII. Adjournment**

Meeting Adjourned at 5:45 p.m.

The next Governing Council Meeting will be held August 4, 2014 in accordance with the set meeting date of the third Thursday of the month.

All Meetings are conducted in Accordance with Applicable State of New Mexico Open Meetings Act, OMA Fifth Edition N2005.

The agenda was posted at least 72 hours in advance of the meeting

Administrator:\_\_\_\_\_

Date:\_\_\_\_\_