



Academy of Trades and Technology
GOVERNING COUNCIL REGULAR BOARD MEETING MINUTES
Thursday, March 27, 2014
6:00 p.m.
Conference Room
2551 Karsten Ct. SE Suite C, Albuquerque NM, 87102
Phone: (505)765-5517 Fax :(505)765-5898

- I. **Call to Order-** The meeting was called to order at 6:10 pm by Henry Lackey
- II. **Roll Call**
Present: Henry Lackey-President
Lee Maxwell-Vice President
Bruce Bixby-Governing Council Member
Richard Winterbottom-Governing Council Member
Al Martinez
Christopher Hotchkiss
Excused: Rudy Sporing- Governing Council Member
- III. **Adoption of May 27, 2014 Governing Council Agenda (Discussion/Action)-**
Mr. Maxwell made a motion to approve the May 27, 2014 as presented. The motion was second by Mr. Bixby and passed by unanimously by vote as indicated by Mr. Lackey.
- IV. **Approval of February 20, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-**
At this point Mr. Winterbottom made a motion to approve the Minutes for February 20, 2014 as presented. The motion was second by Mr. Maxwell and passed by vote unanimously as indicated by Mr. Lackey.
- V. **Public Forum-** No Public Present
- VI. **Principal's Report- Mr. Christopher Hotchkiss**
 - A. **Warm Body Report-** Mr. Hotchkiss at this point reported that the attendance is in the lower 40/50's students while at other times we get 60 or dip to as low as 20. Mr. Hotchkiss noted that the numbers tend to be lower on state testing days. He added that new students continue to come in with the count as of 3/27 of 156 which includes about

6 who need to be withdrawn because they were no-shows. He continued to say the school is averaging one student walking in per day because we are the only school still taking students. At this point Mr. Lackey suggested that to be effective the new students should all be put into one concentrated subject they might be able to make a credit in by the end of the year to help them have some sense of achievement. Mr. Hotchkiss then added he anticipates we will lose some of these new walk in students but maybe we can get them to stick with us.

- B. Enrollment-** Mr. Hotchkiss reported that on 80th day the school had enrollment of 132 with an increase by 120th day to 139 which shows some advancement. He continued to say that last year we were funded for 111.5 students but we would like to have around 200 students.

Mr. Maxwell at this point, asked how the advertisement on the busses was working. Mr. Hotchkiss said that the school fields many calls due to the bus ads.

- C. Charter Renewal-** Mr. Hotchkiss then reported Mr. Martinez, Ms. Beery, and himself have been attending charter renewal meetings and working to prepare the draft. He reported that some of the information required for the renewal has been hard to find, like job readiness data and next step plans, while other necessary information needed to be pulled from STARS reports from the state. He concluded by commenting that the data will be ready by next board meeting.

- VII. Financial Report- Mr. Alfred Martinez-** Mr. Martinez began by saying the finance committee met on 3/17. In summary Mr. Martinez said the school had expended 53% of all funds in the budget with about 56% of operational expended. He noted we will be funded at 136 for FY2013 starting 7/1/13, which is an increase of 25 students. The increase is a unit value increase of \$188.00 and a budget increase of \$111,000. The staff shall have an increase in pay of 3% with an additional increase of 3% for Educational Assistants salaries. Mr. Lackey at this point asked if it was possible to give the staff a 5% increase. Mr. Martinez answered, saying he would run numbers to see if it were possible.

Mr. Martinez also said title I was to expend the \$18,000 surplus on data driven instruction

D. BARS-

1. 523-000-1314-0014-m The motion to approve the BAR was made by Mr. Maxwell and Second by Mr. Bixby. The motion was put to vote by Mr. Lackey and passed unanimously, indicated also, by Mr. Lackey.
2. 523-000-1314-0015-IB \$69,349 The motion to approve the BAR was made by Mr. Maxwell and Second by Mr. Bixby. The motion was put to vote by Mr. Lackey and passed unanimously, indicated also, by Mr. Lackey.

3. 523-000-1314-0016-D \$6,477 The motion to approve the BAR was made by Mr. Maxwell and Second by Mr. Bixby. The motion was put to vote by Mr. Lackey and passed unanimously, indicated also, by Mr. Lackey.
4. 523-000-1314-0017-M The motion to approve the BAR was made by Mr. Maxwell and Second by Mr. Bixby. 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, commented that the board needed to approve the by-laws, within which there will be 10 policies. Mr. Martinez said he would start working on getting the policies together and sending them out to the governing council members.

At this point discussion was had on whether the next meeting shall be a regular meeting or a retreat of some kind. Mr. Maxwell said he would look into dates that may work for a retreat.

Mr. Lackey also reported that he had filed a police report on Mr. Sergio Sotelo because he was not making the insurance payments which is about a \$9,000 theft from the school. He added that the school was insured through the New Mexico Public School Authority. Mr. Martinez noted that he had sent out a letter to the state auditor and the Public Education Authority on the problems.

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)- No closed Session Necessary

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 7:15 p.m.

The next Governing Council Meeting will be held April 24, 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: _____