



Academy of Trades and Technology  
GOVERNING COUNCIL REGULAR BOARD MEETING MINUTES  
Thursday, January 15, 2015  
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 6:04 pm by Henry Lackey
- II. **Roll Call**  
**Present:** Henry Lackey-President  
Lee Maxwell-Vice President  
Harold Field-Governing Council Member  
Al Martinez  
Arlene Trujillo  
**Excused:** Richard Winterbottom- Governing Council Member  
Bruce Bixby-Governing Council Member  
**Guests:** Christina Alarid
- III. **Adoption of January 15, Governing Council Agenda (Discussion/Action)-**  
Mr. Maxwell made a motion to adopt the January 15, agenda as presented. The motion was second by Mr. Field and passed by unanimous vote as indicated by Mr. Lackey.
- IV. **Approval of December 18, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-**  
At this point Mr. Maxwell made a motion to adopt the Minutes for December 18, 2014. The motion was second by Mr. Field and passed unanimously by vote as indicated by Mr. Lackey.
- V. **Public Forum-** Not necessary.
- VI. **Principal's Report- Mrs. Arlene Trujillo**
  - A. **Warm Body Count-** Mrs. Trujillo handed out copies of the warm body report for review and noted that some of the lower rates at this point in the year can be attributed to the cold weather and break time. She commented that we had lost some students but had

also been gaining students. She mentioned Rio Grande High school had been actually bringing students in to have them signed up.

**B. Charter Renewal-** Mrs. Trujillo started the renewal report by saying that the staff had taken the improvement plan and broken it down into sections, assigned each section to staff and finished it in a timely manner. She added that the improvement plan was finalized Friday and emailed into the state today.

Mrs. Trujillo at this point noted that the school had received a memo from the state which outlined the need of a policy that was due October 2013 with no response as of yet. Mrs. Trujillo explained that she and her staff reviewed the request and created a policy to address the memo. She noted that the board shall have the draft for review now so the policy may be approved by next meeting. Mr. Maxwell at this point asked if Mrs. Trujillo had been keeping a folder of all this information together so we have a starting point for the new charter. Mrs. Trujillo said she had made such folder and was adding to it often.

At this point Mrs. Trujillo continued by noting graduation is set for May 21, 2015 at 6:00 p.m. at the UNM Continuing Education Building. Mrs. Trujillo added that she had to change the school's master schedule in order to gain compliance. Also that all students who earned a grade lower than D in any course last semester will be held accountable for trying to make up that work to get a higher grade. The way the grade is assigned is with a letter I for Incomplete, which allows for make-up. After a period of time, the I, if still incomplete changes into an F on the student's transcript.

## **VII. Financial Report- Mr. Alfred Martinez**

**A. Finance Budget Review-** At this time Mr. Maxwell noted that the finance committee had met at 5:00pm. And had looked at budget vs. actual funds. Mr. Maxwell continued to say PED has set out a new idea for the moment requiring a second audit. The extra audit would require the schools to pay for the services which, in general, are in the neighborhood of about \$9,000 which is the cost of the first audit. At this point PED doesn't know what shall be required of the new auditors. At this point Mr. Martinez noted that all state charters are in violation until this is done.

**VII. President's Report-** Mr. Lackey at this point noted that Mrs. Trujillo is doing a great job at getting things back on track for the school. He continued to announce the PEC meeting to be held tomorrow at 9:00am at APS.

**VIII. 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 needed

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

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

**XI. Vote** -on the action items discussed in closed session regarding Limited Personnel Matters pursuant to NMSA 1978 10-15-h.(2), attorney-client privilege (7), and building purchase (8)

Unnecessary

**XII. Adjournment**

Meeting Adjourned at 6:30 p.m.

The next Governing Council Meeting will be held February 19, 2015 in accordance with the Regular meeting policies adopted by the Governing Board.

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: \_\_\_\_\_