



Academy of Trades and Technology
GOVERNING COUNCIL REGULAR BOARD MEETING MINUTES
Thursday, October 16, 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 6:00 pm by Lee Maxwell
- II. **Roll Call**
Present: Lee Maxwell-Vice President
Bruce Bixby-Governing Council Member
Richard Winterbottom- Governing Council Member
Harold Field-Governing Council Member
Al Martinez
Christopher Hotchkiss
Excused: Henry Lackey-President
Guests: Dana Flores
Christina Alarid
- III. **Adoption of October 16, 2014 Governing Council Agenda (Discussion/Action)-**
Mr. Winterbottom made a motion to adopt the October 16, 2014 agenda as presented. The motion was second by Mr. Bixby and passed by unanimous vote as indicated by Mr. Maxwell.
- IV. **Approval of September 25, 2014 Regular Governing Council Meeting Minutes (Discussion/Action)-**
At this point Mr. Field made a motion to Adopt the Minutes for September 25, 2014. The motion was second by Mr. Winterbottom and passed unanimously by vote as indicated by Mr. Maxwell.
- V. **Public Forum-No Public Present**

VI. Principal's Report- Mr. Christopher Hotchkiss

A. Warm Body Count- Mr. Hotchkiss went over the warm body report with the board He continued by reporting that the average attendance was between 45-60 students daily, except for the week of the fall break in which attendance dipped to less than 30.

B. Charter Renewal- Mr. Hotchkiss noted that he had Mr. Dan Pizarro on the assignment of doing home visits for students who had been missing constantly to up our retention rate. Mr. Hotchkiss continued to say that we are waiting for the response to the site visit from PED still. He mentioned that he had spoken to one of the PED representatives who seemed to have thought that students who were taking online classes were non compliant with policy. He continued to say that she had emailed him the portion of the PED STARS Manual that the enrollment designation we are violating. Mr. Hotchkiss continued to say that the policy she had sent him had no direct violation that he could tell. He added that he had passed the information on to his online supervisory teacher who will give him a second opinion on the policy. At this point Mr. Maxwell asked Mr. Hotchkiss if this point would be an issue in the renewal of the charter. Mr. Hotchkiss said he did not know and would continue to communicate with the PED representative in charge of the school visit. Mr. Hotchkiss also noted that we are able to write certain things into a response which could include some kind of documentation. Mr. Maxwell noted that we may need to ask Ms. Beery about drafting something for the response in regards to the online population situation.

C. 40th Day Count/Enrollment- Mr. Hotchkiss then noted , 40th day reports indicate we had about 117 students. He added that last year we reported roughly 112 or so. At this point Mr. Hotchkiss said that they had been getting new students in all week and should be about 123 now including some who have been missing. Ms. Flores then interjected saying that she had been able to establish a great working relationship with the truancy officers with APS, who are more than willing to work with us to become a large feeder for the school. She will continue to meet with the appropriate people in order to get a firm recommendation for the school.

D. GRADS Grant- Ms. Flores at this point presented her information regarding the GRADS Grant she had worked to get awarded for the school. She passed out information on the program and explained that the program is for support for teen parents trying to finish school. She noted that this program will be great for our school because currently our population of students includes about 20% teen parents. She added that with that kind of percentage we are double the need requirement to begin the program. She continued to report we were awarded \$4,000 to start up the program and do initial case management and will begin in January.

VII. Financial Report- Mr. Alfred Martinez

A. Finance Budget Review- At this time Mr. Maxwell noted that the finance committee had met at 5:00 p.m.

1. BAR 523-000-1415-0002-IB- for \$463.00. Mr. Field at this point made a motion to approve the bar as presented. Mr. Bixby second the motion and it was passed unanimously as indicated by vote by Mr. Maxwell.

VIII. President's Report– Not necessary

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

XII. Adjournment

Meeting Adjourned at 6:25 p.m.

The next Governing Council Meeting will be held November 20, 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: _____