



SOUTHWEST INTERMEDIATE LEARNING CENTER

GOVERNANCE COUNCIL Board Meeting Minutes of Tuesday, March 8, 2016

Board Members Present

Birga Alden, Cheryle Brody,
Lisa De Temple, Judy Chapman

Board Members Absent

None

Also in attendance

Kirk Hartom, Sharon Huber,
Robert Pasztor, Heather Riley,
Joseph Lucero and Sean Fry of the Vigil Group

Public in attendance

Krista Keay, Tim Walsh, Joe Hines

These Minutes were approved on April 12, 2016
By a vote of 4 Yes 0 No 0 Abstained 1 Absent

Birga Alden
President

Christine Herron
Notary Seal and Signature

Submitted by
Christine Herron

CALL TO ORDER

Judy called the regular Southwest Intermediate Learning Center (SILC) Governing Council meeting to order on Tuesday, March 8, 2016 at 4:03 pm in the Conference Room of Southwest Learning Center at 10301 Candelaria Rd. NE.

ROLL CALL

Judy asked Christine to call roll. Christine called Cheryle Brody, here; Birga Alden, here; Lisa DeTemple, here; Judy Chapman, here. All board members are present.

PLEDGE OF ALLEGIANCE

Judy asked everyone to stand and join her in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Judy asked for a couple of amendments to today's agenda, A. of Ongoing Business, New Member (Krista Keay) after the Approval of the Minutes and 2. Closed Session after A. of Ongoing Business.

Judy asked for a motion to approve today's agenda with the amended changes. Birga made the motion and Lisa seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.

APPROVAL OF MINUTES from February 9, 2016

Judy asked for any questions, comments, or corrections to the minutes from the regular SILC Governing Council meeting held on February 9, 2016. There were none, so Judy asked for a motion to approve the minutes.

Birga made the motion and Lisa seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.

ONGOING BUSINESS

Judy moved to the first item of Ongoing Business, *Interview Prospective Board Member, Krista Keay*. Judy introduced Krista to the Governing Council members and the Administration Team.

- Judy asked Krista to stand and introduce herself; which Krista did.
- Judy asked her fellow council members if they had any questions and Lisa asked why Krista wanted to join the SILC Governing Council.
 - Krista answered that she is a previous graduate of Southwest Secondary Learning Center (SSLC) and she wanted to help make sure that the school remained open to provide a learning environment to other students.
- Judy asked for a motion to accept and approve Krista's nomination. Birga made the motion for Krista to join the SILC Governing Council and Lisa seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.
- Judy invited Krista to join the SILC Governing Council and Krista did.

CLOSED SESSION

Judy made a motion for the SILC Governing Council to proceed into Closed Session to discuss "matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body may become a participant pursuant to NMSA 1978, Section 10-15-1 (H) (7)" and "limited personnel matters pursuant to NMSA Section 10-15-1 (H) (2)" and Birga seconded the motion. Judy called for a roll call vote. Christine called Krista Keay, yes; Cheryle Brody, yes; Birga Alden, yes; Lisa DeTemple, yes; Judy Chapman, yes. Judy closed the meeting at 4:46 pm.

OPEN SESSION

Judy asked for a motion to move into Open Session. Cheryle made a motion to proceed into Open Session and stated the only matters discussed were those from today's agenda and no action took place; Lisa seconded the motion. Judy called for a roll call vote and Christine called Cheryle Brody, yes; Krista Keay, yes; Birga Alden yes; Lisa DeTemple, yes; Judy Chapman, yes. With a unanimous yes, Judy opened the meeting at 5:38 pm.

FINANCIAL UPDATE

Judy asked Birga, SILC finance committee member for the *Finance Committee Report* from the Finance Committee meeting held on Monday, March 7, 2016 at 5:00 pm in the Conference Room of Southwest Learning Center.

- Birga reported that she, Kirk, Joseph, Sean and Rich (by Skype) met on Monday for the finance committee meeting.
- Birga stated that the finance committee was concerned about a procedure regarding money collections at the school.
 - Birga explained that the finance committee would like to know how money is collected, who handles the money, who is in charge of collecting money, and what protocols are in place to ensure money is accounted for.
- Birga informed the Council that Rich, community finance member, had questions regarding the legal costs that the schools are incurring.
 - Kirk informed the Council that he is working with the school's attorney, Mark Baker and his law firm, Peifer Law.
 - Kirk explained that Mark Baker and Matt Jackson have been assisting the school regarding litigations, but Kirk added that the school needs a school law attorney, less expensive legal advice and services, and added that another board directed Kirk to proceed in securing a school law attorney.
 - Robert asked which Governing Council gave this directive, Kirk answered SSLC Governing Council.
 - Birga asked how this will affect the legal advice the Governing Councils are receiving now and what the expenses looked like moving forward.
 - Kirk added that the expenses being accrued have been high from having the school's attorney at the Council meetings and offered to communicate between the school's attorney and the Governing Councils without having the attorney present at the meeting.
 - Judy stated that the attorney's haven't been attending every meeting, but have attended recently due to the new litigations that are protected by attorney-client privilege.
 - Kirk informed the Council that the attorneys have been asked to look over policies and Kirk explained that a school law attorney could review these policies and provide legal advice at a fraction of the cost.
 - Kirk explained to the Council that the money for the attorney fees are coming from the Operational Budget and this means that the money is being taken away from the students; Kirk added that he is trying to protect the student funds.
- Judy reminded Joseph that he had a couple of duplicate entries that he presented the Governing Council last month and Judy asked Joseph if he cleared these up; Joseph answered, yes.
- Judy asked Joseph if the staff members that attended a Professional Development (PD) workshop were reimbursed and Joseph answered, yes all staff members that attended the workshop were reimbursed, but there was still an outstanding coach's fee.

- Judy asked if Gardenswartz was taken care of and Joseph answered, yes.
- Lisa asked again for a column of clarity that would be numbered according to importance and a letter that would explain the importance of that item.

Judy asked Joseph for the ***Business Office Operations Update***. Joseph informed the council that SILC has a healthy cash balance.

- Joseph informed the Council that the revenue continues to remain higher than expenses.
 - Joseph stated that there is one negative line in the school budget and this line item is regarding legal fees.
 - Joseph added that there is a BAR (Budget Adjustment Request) being presented to bring this negative line item into the black.
- Joseph informed the Council that SILC received their Title 1 award. Joseph explained that once he allocates this Title 1 funds into the school's budget, this would true up this line item.
 - Joseph added that there has been a journal entry made regarding this awarded monies.
- Sean addressed the Council regarding the Capital Outlay funding that was awarded to the school when the school did not have a clean audit.
 - Sean reminded the Council that the school can't use these appropriations according to the Governor because of an unclean audit.
 - Sean explained that the school will have to issue a refund to the state for the money spent from the Capital Outlay award.
- Joseph informed the Council that there was an outstanding item that Joseph cleared. Joseph stated that there was a couple month outdated Purchase Order (PO) for Canon Solutions that Joseph is addressing.
- Sean introduced Heather Riley, SILC site Business Manager, to the Governing Council.
 - Sean added that Heather is a wife of a military husband and a mother of a young child.
 - Sean explained that these two reasons have kept Heather from attending the Governing Council meetings and Finance Committee meetings.
 - Heather stated that she would attend the meetings when she could and Birga asked Heather to attend the SILC Finance Committee meetings.
 - Birga explained that Heather's time and expertise are more needed during the Finance Committee meetings. Judy added that this is an excellent request.
- Sean reminded the Council that Mr. Wes Herron, SILC Finance Committee member, has resigned and this leaves a vacancy on the finance committee.
 - Sean explained that the finance committee is not statutory, but a tool for the Governing Council meetings.

- As the Council was reviewing the finance packet, Judy asked where the “List of Vendors” and “Explanation of their Services” was and Joseph answered in the Outstanding Report.
 - Judy reminded Joseph, Sean, and Kirk that Kirk was going to provide the Governing Council this information and it is not part of the finance packet.
 - Sean informed Judy that he emailed this information to her and Judy stated that she did not receive this email.
 - Lisa asked Heather to provide this information that the Governing Council has requested and has not received by the next SILC Finance meeting.
- Joseph pointed out the additional columns that Lisa requested and Lisa asked Joseph about these columns.
 - Sean explained the numbers (1-5) located in the columns and explained the meaning of these numbers.
 - Sean added that he and Joseph could prepare the reports as the council members would like to best understand. Lisa added that this still did not answer her questions that she had and why she requested the additional columns.
 - Lisa explained her needs and asked that the additional columns remain on the finance reports, but that the additional information is more informative.
- Sean reminded the Council that PED (Public Education Department) continues to hold the school’s finances.
 - Lisa asked what a normal time of pay for an expense was and Sean answered, within 90 days to avoid late fees and added that the PED does not like to pay late fees.
 - Kirk added that because the school is in corrective action and has received procurement violations, Kirk has directed staff to plan early and ahead.
 - Kirk added that all Purchase Requests (PRs) are being made by April, that the Administration and the Vigil Group are working on the school’s budget, and the school will be closing its books soon because the state is reconciling their books.
- Cheryle informed her fellow council members that the need for all of this information should be given to the finance committee and not overloaded in the finance packets of the Governing Council meetings.
 - Lisa disagreed and explained that the Council approves the finances and needs to have the best understanding of the finances as possible.
 - Sean asked Lisa if she wanted to join the SILC Finance Committee and Lisa answered, no.

Judy asked Joseph for the *Voucher Approvals*. Joseph asked the council members to review the Check Registry on page 7 of the finance packet.

- Judy asked Birga if she approved the Check Registry and Birga answered, yes. Judy asked for a motion to approve the Check Registry. Birga made the motion and Cheryle seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.

Judy asked Joseph for the **BARs**. Joseph asked Judy if she wanted to approve the BARs individually or as a bundle and Judy answered, as a bundle.

- Joseph presented BAR #0009-I, Increase; BAR #0010-IB, Initial Budget; BAR #0011-I, Increase; BAR #0012-T, Transfer; and BAR #0013-I, Increase.
- Judy asked for a motion to approve BAR #0009-BAR #0013. Birga made the motion and was seconded by Lisa. Judy called for a voice vote and hearing none as opposed, Motion carried.

Joseph, Sean and Heather left at 4:45 pm.

ONGOING BUSINESS

Judy announced Wes Herron's resignation and moved to the second item of Ongoing Business, ***Board Member needed for Finance Committee.***

- Judy reminded her fellow council members that Birga Alden will be resigning from the Governing Council and the Finance Committee in May.
 - Lisa stated that she was unable to sit on the finance committee at this time because of personal time constraints.
- Krista asked what the time commitment is and Judy answered, Monday evenings before the Governing Council meeting for one hour at 5:00 pm.
 - Kirk reminded the Council that the finance committee was established and meeting because of the school being in corrective action.
 - Judy stated that this is a good practice and that she would like the SILC Governing Council to continue to have a finance committee that continues to meet on a regular basis.
 - Birga asked if a staff member could sit on the Finance Committee and Robert answered, he did not know.
 - Birga added that having a staff member on the finance committee would be valuable to answer questions, like who a vendor is and what a vendor provides.
- Krista Key volunteered to become a Finance Committee member.
 - Judy asked for a motion to approve Krista as an SILC Finance Committee member. Birga made the motion and Cheryle seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.
- Judy thanked Robert for his continuing support in recruiting Governing Council members.
 - Robert informed the Council that he would address the staff at the next staff meeting regarding a non-voting position on the SILC Finance Committee.

Judy moved to the next item, ***Legal Update and Revision of Conflict of Resolution Policy.***

- Matt addressed the Governing Council regarding the Conflict of Interest Policy.
 - Matt explained that he reviewed the current Conflict of Interest Policy and presented each council member a copy of a more formal Conflict of Interest Policy.

- Matt explained the changes of the current Policy and the Policy that he presented the council members; creating checks on the final review.
 - Matt explained that the current Conflict Resolution Policy doesn't allow for a formal process of resolution.
 - Matt explained that the current Conflict Resolution Policy does not allow resolution with or after the Head Administrator.
 - Matt informed the Council that he received comments and has edited the Policy since he presented it to the council members, so Matt asked the Council to review the Policy they were given and table the approval and adoption of the Conflict Resolution Policy until their next meeting.
 - Judy asked for a motion to table the Conflict Resolution Policy that Matt presented the Council in their Governing Council packet. Birga made the motion and was seconded by Lisa. Judy called for a voice vote and hearing none as opposed, Motion carried.

Judy moved on to *Update of "Statement for the Record" from February Governing Council meeting.*

- Judy asked Kirk if he has provided an On Campus Schedule with the Staff and Governing Council.
 - Kirk stated that he kept the staff informed of his jury duty schedule with the staff at both campuses.
 - Judy asked her fellow council members if they had received this information and the consensus among the council members was No.
- Judy asked Kirk and Administration if they have been informing Staff of Offsite meetings and leaving a staff member in charge.
 - Kirk answered, yes.
- Judy thanked Kirk for not inundating the council members with information for the Governing Council meeting after Friday.
 - Judy reminded Kirk that this is part of the Open Meetings Act.

Judy moved to the last item, *Petty Cash Policy*. Kirk explained that this Policy defines the procedure for money collected.

- Kirk explained how much money is authorized and daily deposits.
- Sharon informed the Council that SAMS Academy approved Statute 6.20.14M
 - Christine read the Statute out loud.
- Judy asked for a motion to approve the Southwest Petty Cash Policy. Cheryle made the motion and Birga seconded the motion. Judy called for a voice call vote and hearing none as opposed, Motion carried.

ADMINISTRATIVE REPORT

Judy turned the Council meeting over to Kirk for his report. Kirk presented each council member *Staff Handbook #E2* for Council approval.

- Judy asked Kirk which Staff Handbook Policies are making up the Staff Handbook and Kirk answered, each Council will have their school's Policies that the Council for that school approved.
 - Judy asked for clarification, that each school has their own Governing Council Staff handbook and Kirk answered, yes.
- Lisa asked for E-cigs to be added to the Tobacco Policy.
 - Robert stated that this should be in the Policy as this is in the previous Staff Handbook and in the Student Handbook.
- Lisa asked Kirk who is the authority regarding the Internet Policy and Kirk answered, Head Administrator and IT Director.
 - Birga brought an example before Administration, 2 staff members involved, and need to be addressed.
 - Robert explained that this has happened among students and Administration has to get involved with the teacher and IT.
 - Lisa asked Kirk to amend Staff Handbook #E2.
- Judy stated that the Governing Council needed to table the approval of Staff handbook #E2 until the changes could be made.
 - Judy asked for a motion to table this Policy. Birga made the motion and was seconded by Cheryle. Judy called for a voice vote and hearing none as opposed, Motion carried.

Kirk presented each council member *Staff Handbook #F3* for Council approval.

- Kirk explained that the Extracurricular Funds are monies collected for Afterschool, Dance Tickets, and other school activity sales.
 - Kirk reminded the Council that PED has not approved the spending of these funds because the school does not have a Policy in place.
 - Birga explained that if a parent has to pay an Activity Fee of \$40.00 at registration and then additional fees for other school activities, but the Petty Cash Policy and Extracurricular Funds state that expenses are paid by additional charges for tickets (ex.), then this could be questionable for parents and the deposits need to be clearly defined.
 - Birga added what happens when families can't afford these and Robert answered, it is handled on a case to case basis regarding Low or Reduced Lunch.
 - Robert added that the Activity Fee collected at registration is cut in half to \$20.00 for students that enroll at mid-year.
- Judy asked Kirk which edition is being placed in the SILC Staff Handbook and Kirk answered the Staff Handbook number that the Council approves.

- Kirk explained that the number changes as the four Governing Councils review and make changes and after the staff has reviewed and made changes to the original Staff Handbook number.
- Judy asked who Poms and Associates are and Kirk answered, school's liability insurance group.
- Birga asked who reviewed Staff Handbook #F3, because she stated there are a lot of grammatical errors that need to be changed.
 - Judy agreed and stated that the Governing Council should be presented a final draft and not a rough draft.
 - Lisa added that she struggled through this Procedure because of the errors and non-applicable items (over-night camping).
 - Robert stated that this is not part of the school's curriculum and Judy agreed.
 - Birga suggested that the Southwest Intermediate teachers should review the policy and provide input, since they are a school that takes the most trips off of school property; Sharon stated that she could help.
 - Lisa pointed out that this Policy contained poor English, Cuba as a reference (and this school district does not have anything to do with SILC), the field trip portion of the Policy does not fit the current school, and the Council needs a final draft for the Council to approve.
 - Kirk added that there have not been policies in place, that he is working hard to correct the absence of policies, that policies are needed, and it makes Kirk's job harder with policies missing.
 - Kirk stated that he would work harder on the policy language and present the Council a final draft for approval.
- Birga asked if the Council could approve the Extracurricular without approving all of F3 and Kirk answered, Yes and he needs to get an approval of Extracurricular Policy.
 - Judy asked for a motion to approve the Extracurricular / Activity Fund Policy. Birga made the motion and Cheryle seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.
 - Judy asked for a motion to table the remainder of Staff Handbook Procedures, F3 for revisions. Lisa made the motion and was seconded by Cheryle. Judy called for a voice vote and hearing none as opposed, Motion carried.

Kirk presented each council member *Staff Handbook Procedures, G* for Governing Council review.

- No other comments or business was taken regarding this business item.

Kirk moved to the next item of business, ***Performance Framework Update***. Kirk asked Robert to address this business item with the Council.

- Robert informed the Council that a member of the Charter School Division (CSD) of the Public Education Commission (PEC) will be visiting the school April 13, 2016 until April 15, 2016.
 - Robert provided each council member of a list of items the site visit will be reviewing.
 - Robert stated that this visit is primarily to collect and look at data with some time in each of the classrooms.

Kirk moved on to ***Summer School, Extended Learning, New Student Orientation, and Camp***. Kirk explained that these items will be taking place at the school over the summer.

- Kirk explained that the Smart Lab is conducting a Smart Lab Camp that is open to everyone for a price of \$129.00 per class, for 4th-7th grade, and will be held June 1, 2016-June 15, 2016.
- Kirk presented each council member a copy of the Extended Learning Registration Form.
 - Robert explained that this program is open to students outside of the school, for grades 6th-12th grade, the cost is \$200.00 per class with each class worth ½ credit, and the class is completed online at home.
- Kirk informed the Council that there is a School Year Extension (SYE) for 2 weeks after the last day of school for currently enrolled students to complete the remainder of their classes.
 - Sharon added that students of the SILC program that are not finished with their classes will not get to attend the end of the year field trip to Cliff's.

Kirk moved to ***School Calendars***. Kirk presented each council member a copy of the Instructional Calendar and the Non-Instructional Calendar for Council approval.

- Kirk informed the Council that the Instructional Calendar needs approval, the calendar is submitted with the school's budget to PED, and needs PED approval.
- Kirk explained that the calendar started with Paula, SPLC and SAMS Academy's registrar and then with Robert.
- Kirk stated that the calendar meets all state requirements and has been reviewed by staff.
- Kirk explained that the non-instructional calendar allows for a couple of weeks of school closure throughout the year to conserve utilities.
- Judy asked for a motion to approve the Instructional and Non-Instructional Calendars. Birga made the motion and was seconded by Cheryle. Judy called for a voice vote and hearing none as opposed, motion carried.

- Kirk presented each council member a draft agenda for ***Strategic Planning and EPSS***.
- Kirk explained that the schools have completed this in the past and need to continue to complete in order to review goals, set new goals, and provide a plan for success.
 - Kirk informed the Council that the plan needs to include the school's Mission, school Visions, determine priority areas, state priorities are being met in regards to organizational and financial practices, and strategic planning.
 - Kirk added that this could be completed at a joint Governing Council meeting.
 - Birga stated that she thinks that a strategic plan should be completed individually because of the uniqueness of the individual schools and the school's curriculum.
 - Judy stated that SPLC and SILC could and should plan together because of their similar curriculum and SSLC and SAMS would plan together because of their similar curriculum.

Kirk moved on to ***PARCC Update***. Kirk turned this business item over to Sharon to present to the Governing Council.

- Sharon asked Judy and Kirk to change the Agenda to Data Update in order to present all data related items to the Council rather than being limited to one specific data item.
- Sharon presented each council member a copy of the PARCC testing schedule.
- Sharon informed the Council that the SILC students will be testing in their Math and Language Arts classroom on Chromebooks.
- Sharon reminded the Council that the Science exam is given through SBAs to 7th graders.
- Sharon stated that the PARCC window is once this year instead of two like last year.
 - Birga asked if there is an opt out and Sharon answered, No because this is a state mandated test needed for graduation.
 - Robert added that APS does not allow opt out either.
- Sharon reminded the Council that the students did really well last year and Administration thinks the students will do just as well this year.
 - Sharon added that scores of 3, 4, and 5 are considered acceptable and passing by the state again this year.
 - Sharon reminded the Council that the school needs to test 95% of their students.
 - Birga asked what happens if the school doesn't test 95% of their students and Sharon answered, this affects the school's grade.
 - Kirk added that the graph at the bottom of the school's grade reflects the PARCC results of the previous school year.

Tim stood, addressed the Council, and presented his ***IT Report***.

- Tim showed the Council the current website, showed the Board tab, and explained that all of the Governing Council information is located under the Board tab.
- Tim showed the Council an example of the new school website.
 - Tim explained that the new website will be more attractive, more interactive, still have a board tab, and be less text based.
 - Birga when the new website will go live and Tim answered that he was unsure.
 - Tim reminded the Council that IT makes it work, but the IT department is not creative and has asked for help making the website attractive.
- Tim informed the Council that the IT department has a meeting scheduled with School Messenger.
 - Tim explained that this service has been used by Administration to alert parents of delays, closings, and important notifications.
 - Tim informed the Council that this is against the Phone Act and can open the school up to a law suit unless the school provides parents an opt out option.
- Tim informed the Council that the Letter of Intent and Intent to Return are electronic, are being emailed to parents and being submitted by parents to the registrar's office electronically.
 - Sharon added that she worked with the IT department and the registrar's office on Friday and added that it took minimal time compared to previous years.
- Tim reminded the Council that an inventory has been completed by an outside inventory firm and the IT department will need Governing Council approval in order to discard inventoried items.
 - Tim asked for this to be an action item on the agenda.
- Tim updated the Governing Council that the school's domain has been renewed.

NEW BUSINESS

Judy moved to the first item, ***Strategic Planning***. Kirk stated that no further action is needed with this business item at this time.

Judy moved on to ***Committee Member Request for Head Administrator (HA) Evaluation Surveys***.

- Birga volunteered to represent SILC on this committee.
- Judy asked for a motion to accept Birga's nomination. Cheryle made the motion and Lisa seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried.

Judy moved on to ***Committee Member for Governing Body (GB) Policy Manual Review***.

- Judy asked for a motion to table this item until April's Governing Council meeting. Birga made the motion and was seconded by Cheryle. Judy called for a voice vote and hearing none as opposed, Motion carried. Judy tabled this item of business.

Judy moved to the last item, ***Date for next Regular SILC Governing Council meeting.*** Judy stated the next regular SILC Governing Council meeting will be held on April 12, 2016 at 4:00 pm in the Conference Room of Southwest Learning Center.

PUBLIC COMMENT

Judy asked the Public if there is any public comment.

- Joe Hines stood, introduced himself again (Smart Lab Instructor), and addressed the Governing Council.
 - Joe thanked the Council for their hard work and their dedication.
 - Joe welcomed Krista in her new role on the SILC Governing Council.
 - Joe informed the Council that the Smart Lab's computers have reached their expiration date (3 year cycle) and need to be replaced this summer.
 - Birga asked what Joe needed from the Governing Council and Joe answered, money to be set aside in the upcoming budget season to assure the replacement of the old equipment. Kirk added that this is doable.
 - Tim stated that the IT department needs more time from the Business Office to generate a Purchase Request (PR), receive the Purchase Order (PO) and then receive the equipment when the Smart Lab is not being utilized.
- Cheryle asked if the Governing Council could be respectful of the public in attendance and have the public comment earlier in the Council meeting.
 - Joe stated that this would be nice, but the public wouldn't be able to comment on issues discussed during the Council meeting.
 - Joe updated the Council that Vex Robotics, asked about in the finance portion, is the company that Smart Lab is purchasing items to replace Lego. Joe added that this company is more up to date.

ANNOUNCEMENTS

- Robert informed the Council that the current SILC Math Instructor, Dusti Griffin, is leaving the school for another school, Cibola.
 - Robert explained that Dusti has not announced this to her 7th or 8th grade class, but will be announcing her leaving this week and her last day is March 18, 2016.
 - Robert informed the Council that the Administration is bringing in a substitute Math Instructor, Bob Berry, who is familiar with Edgenuity and will spend Dusti's final week with her.
 - Robert explained that the final math curriculum will be completed in Edgenuity on their Chromebooks.
 - Kirk stated that Mr. Berry comes to the school through Kelly Services, so this is taken care of financially.

ADJOURNMENT

Judy asked for a motion to adjourn today's SILC Governing Council meeting. Cheryle made the motion and Birga seconded the motion. Judy called for a voice vote and hearing none as opposed, Motion carried. Judy adjourned today's meeting at 7:31 pm.