

## **MINUTES FOR JULY 11, 2022 REGULAR MEETING SIDNEY GUTIERREZ MIDDLE SCHOOL**

The Regular Meeting of the Governing Council was held on Monday, July 11, 2022 at the Anderson Museum of Contemporary Art, located at 409 East College Boulevard, Roswell, NM 88201. Governing Council members Bill Wolf and Kelly Smith were present in person. Shawna Perry attended by telephone. Governing Council members Yasine Armstrong and Michael Taylor were absent. Joe Andreis and Maria Hernandez were present by invitation. Council President Bill Wolf called the meeting to order at 6:02 p.m.

### **Action Items:**

#### **1. Minutes for May 9, 2022 Regular Meeting**

Minutes were reviewed for the regular Governing Council meeting and accepted as presented. Kelly Smith moved to approve the minutes as presented and the motion was seconded by Shawna Perry.

#### **2. Minutes for June 16, 2022 Special Meeting**

Minutes were reviewed for the special Governing Council meeting and accepted as presented. Shawna Perry moved to approve the minutes as presented and the motion was seconded by Kelly Smith.

#### **3. BAR #2223-0001-IB Fund 24146**

Maria Hernandez presented BAR #004-009-2223-0001-IB for Fund 24146. This BAR is for the unliquidated amount of \$3,666.69 encumbered in PO's from the previous fiscal year 2021-22. The BAR will be generated upon the approval of RISD's BAR, since the funds flow through RISD first.

Shawna Perry moved to approve the BAR as presented, the motion was seconded by Kelly Smith. The motion passed unanimously.

#### **4. Permanent Cash Transfer**

Maria Hernandez presented the permanent cash transfer from Fund 90000 (Activity Accounts) to Fund 23000 (Non-Instructional Support) reflecting activity accounts recognized as fiduciary funds per GASB 84.

Kelly Smith moved to approve the permanent cash transfer as presented, the motion was seconded by Shawna Perry. The motion passed unanimously.

#### **5. Resolution of the Governing Council for Sidney Gutierrez School 2022-2023**

Maria Hernandez presented the Resolution of the Governing Council, setting the dates of the Governing Council meetings for the 2022-23 school year. Shawna Perry moved to accept the Resolution of the Governing Council for Sidney Gutierrez School and the motion was seconded by Kelly Smith. The motion passed unanimously.

#### **6. Roswell Independent School District and Sidney Gutierrez School 2022-2023 Contract**

Maria Hernandez presented the business services contract for FY 22-23 with Roswell ISD in the amount of \$20,000.00. Kelly Smith moved to accept the RISD and SGS FY 22-23 contract and the motion was seconded by Shawna Perry. The motion passed unanimously. No further discussion was held on the matter.

### **7. City of Roswell and Sidney Gutierrez School Lease Renewal**

Sidney Gutierrez exercised the second two five-year option for the leased property at Roswell Industrial Air Center. The Lease term will be from July 1, 2022 thru June 30, 2027. Kelly Smith moved to approve the lease renewal as presented and the motion was seconded by Shawna Perry. The motion passed unanimously. No further discussion was held on the matter.

### **8. 2022-23 Lease Assistance Applications**

Maria Hernandez presented the 2022-2023 Lease Assistance Applications. Two applications will be submitted on July 14, 2022, Roswell Industrial Air Center and Mobilease. Anticipated Middle School lease assistance is \$41,820 based on allowable lease amount. Anticipated Elementary Component lease assistance is \$97,567 based on allowable certified 80/120 mem count of 128 students. Kelly Smith moved to approve the lease assistance applications, the motion was seconded by Shawna Perry. The motion passed unanimously.

### **9. Student Success Handbook – Second Reading - Tabled**

Mr. Joe Andreis has completed the handbook, but it has not been reviewed. He asked for the action item be tabled until August's Governing Council meeting.

### **Financial Update**

Maria Hernandez presented the Fiscal Year 2022-2023 budget as approved by NM Public Education Department and posted into the Vision accounting system. Sidney's IDEA B allocation for 22-23 is \$34,728.00 flowing through Roswell ISD. Fund 27107 GOB Library funds need to be expended this fiscal year for library books. Fiscal year 2021-22 expenditure report was presented to the Governing Council.

### **Facilities Update**

Joe Andreis reported Phase 1 add on items are still pending delivery, such as trash cans. Some technical difficulties were experienced today with the wireless system software and will be addressing the issue since it will be needed for the upcoming intercom system when installed. Mr. Andreis has meet with Jeremy Sanchez, RISD construction manager, regarding Phase II of the Middle School project of the walking track/outdoor classroom space and library. Mr. Andreis will be meeting with an Engineer regarding site plans for library portable installation, same Engineer who prepared them for the Elementary building. He will be viewing potential portables available at RISD after December. If one is found, the foreseen cost will be for installation only.

Jeremy also brought to Mr. Andreis attention the Elementary sidewalks from the parking lot not being ADA compliant. Holloway Construction has been contacted to resolve the matter.

The Middle School HVAC system upgrade started June 27th and is half complete, due to waiting on parts, but is currently cooling. An assignment of HVAC agreement was signed by Bill Wolf with the City of Roswell. This agreement releases the City of Roswell from liability of the HVAC upgrade from Rhoades transferring it to Sidney Gutierrez. Sidney will be using ESSER III funds for the upgrade. A master control is being sought for both systems at the Middle and Elementary, combining them onto one control system.

## **Other Business**

### **New Business**

(1) \*Financial Committee Report

No report presented

(2) Governing Council Training

Mr. Andreis will be touching base with Yasmine Armstrong regarding the trainings. Also, he will contact Matt Pahl, Charter School Division, regarding training for the Governing Council in August.

(3) School Safety Protocols

Mr. Andreis reported staff training with Roswell ISD such as Navigate 360. Navigate 360 system is an emergency application notifying everyone in case of an emergency. ENMU also uses the same system and have armed guards on campus. Lock down active shooter and fire drills will be conducted as required. Security cameras and intercom system will also be installed. All locks are being single keyed, in order for all staff to have access. School buildings have been threat assessed by third party vendors and parents. A security vestibule is needed at the Elementary building, enhancing security.

(4) Principal's Report

Joe Andreis reported the school has not found a SPED teacher. He asked the Governing Council to approve a \$5,000 sign on increment to be offered to a potential candidate. He has contacted surrounding school districts and they to are experiencing the same problem, no qualified SPED certified teachers. Sidney currently has one SPED certified teacher who will be working with a long-term sub meanwhile another SPED certified teacher is hired. The employment ad will be advertised in the newspaper again. Sidney salary schedules will be reviewed once RISD finishes their negotiations and salary schedules are approved. Summer school, Camp Army, is in session. There are 15 kinder students out of 20 participating. The camp address learning loss preparing them for 1<sup>st</sup> grade. Students are also enhancing their social/life skills during this time. The previous science camp went very well. Mr. Andreis received an email regarding the release of state test scores. They will not be released until October. This decision hinders the planning of classes since the scores are used as benchmarks for students.

(5) Public Comment

No Public Comment

Shawna Perry moved to adjourn the meeting. Kelly Smith made the second. The motion passed. The meeting was adjourned at 7:05 p.m..