

**MINUTES FOR MAY 11, 2020 REGULAR MEETING  
SIDNEY GUTIERREZ MIDDLE SCHOOL  
(Draft minutes until approved at June 9th GC Meeting)**

The Regular Meeting of the Governing Council was held on Monday, May 11, 2020 virtually on the Zoom platform. Governing Council members Bill Wolf, Yasmine Armstrong, Kelly Smith, Michael Taylor and Shawna Perry were present. Joe Andreis and Maria Hernandez were also present. In addition, approximately 30 families participated in the meeting to witness the lottery results. GC President Bill Wolf called the meeting to order at 6:00 p.m.

**Action Items:**

**1. Open Enrollment Lottery for 2020-21 Elementary and Middle School Selection**

Due to the current pandemic, the Governing Council (GC) held the lottery virtually for the first time in 20 years. The GC chose to use a randomizer program for the drawing. Prior to the lottery meeting on May 11<sup>th</sup> every student that submitted an application received a unique identifying number, which was inputted in the randomizer. Applicants were emailed their identifying number. Some emails were undeliverable and were recorded as such. Mr. Andreis noted he was working on forwarding those emails properly. The randomizer was activated during the zoom meeting and the lottery listings generated by the randomizer were visible on the zoom screen. The results were also read by Mr. Andreis for the parents who attended the meeting virtually. Mr. Andreis stated they would also be posted on the School's website the evening of the 11<sup>th</sup>. Nine siblings of currently enrolled Middle School students filled those available slots for the upcoming 6<sup>th</sup> grade, needing to draw for only 13 slots. For grades, 7<sup>th</sup> and 8<sup>th</sup> waiting lists were drawn because both grades were full. In the Elementary grade levels only 4<sup>th</sup> grade was drawn because the number of 4<sup>th</sup> grade applications exceeded the number of available enrollment slots. There were two available slots in 4<sup>th</sup> grade with six applicants. The remaining elementary grades had their spots filled with applications submitted during the open enrollment period. The number of applications did not exceed the number of available slots making a lottery drawing unnecessary. Mr. Andreis stated that applications received after the open enrollment period will be placed on the waiting list in the order they are received. Seventy applications were received for the 6<sup>th</sup> grade, fourteen for the 7<sup>th</sup> and six for the 8<sup>th</sup> grade. Mr. Andreis noted that every student who received a slot in the school will receive an email notification and he said a phone call will be made to the applicants whose emails were undeliverable.

**2. Minutes for March 9, 2020 Regular Meeting**

Minutes were reviewed and accepted as presented. Mike Taylor moved to approve the minutes and the motion was seconded by Yasmine Armstrong. No further discussion was held on the matter.

**3. Minutes for April 21, 2020 Special Meeting**

Minutes were reviewed and accepted as presented. Mike Taylor moved to approve the minutes and the motion was seconded by Shawna Perry. No further discussion was held on the matter.

**4. Minutes for May 1, 2020 Special Meeting**

Minutes were reviewed and accepted as presented. Mike Taylor moved to approve the minutes and the motion was seconded by Kelly Smith. No further discussion was held on the matter.

**5. BAR 004-009-1920-0020-I Fund 27109 IM Special Appropriation Final Allocation**

Maria Hernandez presented the budget increase in Fund 27109 Instructional Materials Special Appropriation for the final allocation of \$630.56 for FY 19-20. These funds need to be encumbered and expended by June 30th. Yasine Armstrong moved to approve the BAR. Mike Taylor seconded the motion. The motion passed unanimously.

**6. BAR 004-009-1920-0021-M Fund 11000/1000 Maintenance**

Maria Hernandez presented the budget maintenance BAR in Fund 11000/1000 function between line-item accounts for budget maintenance and anticipated expenditures. Yasine Armstrong moved to approve the BAR. Mike Taylor seconded the motion. The motion passed unanimously.

**7. BAR 004-009-1920-0022-M Fund 11000/2000 Maintenance**

Maria Hernandez presented the budget maintenance BAR in Fund 11000/2000 function between line-item accounts for budget maintenance and anticipated expenditures. Yasine Armstrong moved to approve the BAR. Mike Taylor seconded the motion. The motion passed unanimously.

**8. BAR 004-009-1920-0023-M Fund 24146/2000 Maintenance**

Maria Hernandez presented the budget maintenance BAR in fund 24146/2000 function between line-item accounts for budget maintenance and anticipated expenditures. Yasine Armstrong moved to approve the BAR. Mike Taylor seconded the motion. The motion passed unanimously.

**9. Inter-Fund Temporary Cash Transfers**

Maria Hernandez discussed the first inter-fund temporary cash transfer for Fund 27107, \$2,259.30 and Fund 31700, \$11,786.00 while the submitted reimbursements are received. The second inter-fund temporary cash transfer is the repayment from Fund 31200 back to the operational fund. Shawna Perry moved to approve the inter-fund temporary cash transfers. Yasine Armstrong seconded the motion. The motion passed unanimously.

**10. BAR and Temporary Cash Transfer/Authorization for year-end balancing.**

Shawna Perry moved to approve the BAR and Temporary Cash Transfer/Authorization for year-end balancing, the motion was seconded by Kelly Smith. The motion passed unanimously.

**11. SGMS 2020-2021 Lease Assistance Applications**

Maria Hernandez discussed the submitted 2020-2021 Lease Assistance Applications. SGMS had to submit one application for each lease, Roswell Industrial Air Center and Mobilease. Mike Taylor moved approved the lease assistance applications, the motion was seconded by Yasine Armstrong. The motion passed unanimously.

**12. SGMS Budget Preparation Contract for FY 20-21**

Kelly Smith moved to approve the Budget Preparation Contract as presented by

Maria Hernandez. Shawna Perry seconded the motion and the motion passed unanimously.

**13. SGMS Budget for 2020-2021**

Maria Hernandez presented the SGMS budget for 2020-2021 school year to the Governing Council. The budget will also be presented to RISD at their Board Meeting on May 12, 2020. Proper public notice of the budget meeting was made. After general discussion of budget details and confirmation of signatures from Governing Council members, Yasine Armstrong moved to accept the budget as presented. Kelly Smith seconded the motion and the budget was passed unanimously.

**14. Fourth Reading – Sibling Policy Consideration for Elementary Expansion**

Previously discussed and approved by Governing Council based on the School's attorney representation and finalized document as policy.

**15. Financial Update**

Maria Hernandez provided the monthly Financial Report with no significant changes. Additional expenditures were in Fund 24146, Federal Charter Schools award for the Elementary expansion.

**16. Facilities Update**

Joe Andreis updated on the setup of the Elementary facility. Delivery of the first modular components will begin by the end of the week/early next week. The Middle School was deep cleaned and sanitized and will do again before school starts, as there has been limited foot traffic within the school.

**17. Other Business**

**18. New Business**

The approved RISD school calendars were presented for the next 3 school years (20-21, 21-22, 22-23). Roswell ISD has approved them as many organizations follow their school calendar.

**19. Principal's Report**

Joe Andreis reported all grades in the Elementary grades are full. SEG funding is projected to increase by 10 additional students accordingly with the program unit value. Currently teacher interviews are being held for the new vacancies. There has been three offers and all have been accepted for teacher positions in the Elementary School. He recommended using the randomizer for future school lotteries. He has developed three different scenario plans for the start of the new school year during the uncertain times being faced.

1. K-8 virtual platform
2. Start in building, moving onto virtual platform
3. Traditional setting

Currently the learning platform created is running smoothly for the current school year.

**20. Public Comment**

No members of the public requested to make a comment.

Mike Taylor moved to adjourn the meeting. Shawna Perry made the second. The motion passed. The meeting was adjourned at 7:36 p.m.