

**MINUTES FOR MAY 9, 2022 REGULAR MEETING  
SIDNEY GUTIERREZ MIDDLE SCHOOL**

The Regular Meeting of the Governing Council was held on Monday, May 9, 2022 at the Anderson Museum of Contemporary Art, located at 409 East College Boulevard, Roswell, NM 88201. Governing Council members Bill Wolf, Yasmine Armstrong, Michael Taylor and Shawna Perry were present in person. Governing Council member Kelly Smith was absent. Joe Andreis and Maria Hernandez were present by invitation. Council President Bill Wolf called the meeting to order at 6:04 p.m.

**Action Items:**

**1. Minutes for April 11, 2022 Regular Meeting**

Minutes were reviewed for the regular Governing Council meeting and accepted as presented. Michael Taylor moved to approve the minutes as presented and the motion was seconded by Yasmine Armstrong.

**2. BARS**

Maria Hernandez presented BARS;

**#004-009-2122-0028-M Fund 11000/1000 Maintenance**

Maintenance BAR in the 1000 function, transferring budget between line-item accounts within function for budget maintenance and anticipated expenditures.

**#004-009-2122-0029-M Fund 11000/2000 Maintenance**

Maintenance BAR in the 2000 function, transferring budget between line-item accounts within function for budget maintenance and anticipated expenditures.

**#004-009-2122-0030-T Fund 28211/1000 Maintenance**

Transfer BAR transferring budget between line-item accounts from 1000 function to 2000 function for anticipated expenditures.

**#004-009-2122-0031-M Fund 28211/2000 Maintenance**

Maintenance BAR in the 2000 function, transferring budget between line-item accounts within function for budget maintenance and anticipated expenditures.

**#004-009-2122-0032-T Fund 31701/4000 Transfer**

Transfer BAR transferring budget between line-item accounts from 4000 function to 2000 function for anticipated expenditures.

Michael Taylor moved to approve the BARS as presented, the motion was seconded by Yasmine Armstrong. The motion passed unanimously.

**3. Inter-Fund Temporary Cash Transfer**

Maria Hernandez presented the inter-fund temporary cash transfer from Fund 11000 to Fund 28211, pending reimbursement in the amount of \$32,409.30.

Yasmine Armstrong moved to approve the inter-fund temporary cash transfer as presented, the motion was seconded by Michael Taylor. The motion passed unanimously.

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

Michael Taylor moved to approve the BAR and Temporary Cash Transfer/Authorization for year balancing as presented by Maria Hernandez. Yasmine Armstrong seconded the motion and the motion passed unanimously.

## **5. Student Success Handbook – First Reading, Discussion Only**

Joe Andreis presented the Governing Council the drafted Sidney Gutierrez Student Success Handbook. Mr. Andreis used APS's manual as the basis of the drafted handbook. Upon final review and approval, the handbook will be posted on the school's website. The Governing Council was also presented with a draft of an Employee Handbook and updated Governing Council Policies and Administrative Regulations, which will now include procedural directives for school operations.

Yasine Armstrong moved to table the approval of the Student Success Handbook, Employee Handbook and Governing Council Policies until final drafts done and reviewed. Shawna Perry seconded the motion. The motion passed unanimously. No further discussion was held on the matter.

## **Financial Update**

Maria Hernandez provided the monthly Financial Report, along with the monthly breakdown report. Current YTD expenditures between all funds are \$2,079,895.55. Encumbered balance for the remaining 21-22 operational expenditures is \$841,952.10. CSP award encumbered balance is \$7,345.55 and \$40,231.12 unencumbered balance. Fund 24316 Air Quality grant has an encumbered balance of \$1,547.28 for the replacement of MERV13 filters. SGMS has received approval to move forward with the library portable using ESSER 3 funds, which flow through Roswell ISD.

## **Facilities Update**

Joe Andreis reported the completion of Phase 1 of the playground and payment has been authorized. He is very pleased with the Company and their work. Phase 2 will be started as soon as possible.

## **Other Business**

### **New Business**

#### (1) \*Financial Committee Report

No report presented

#### (2) Joe Andreis discussed the renewal of the lease agreement between the City of Roswell and Sidney. The first addendum to the lease agreement will be expiring June 30, 2022. The Governing Council recommended the formal request of the second addendum to the lease agreement, renewing the lease agreement for another 5-year term. The renewed lease agreement is needed for the upcoming lease assistance application for FY 22-23.

#### (3) Principal's Report

Joe Andreis reported the school has completed the state testing. There was one testing irregularity, a student did not finish due to COVID. The student finished 5 sessions out of 6, missing the math session. End of year testing will be taking place in the next few days. Mr. Andreis will present the Governing Council the results comparing BOY, MOY and EOY scores. These results are used by the students upcoming teacher, reflecting their growth in the previous school year. Many school fieldtrips are coming up. Teacher appreciation was last week. The school's PTO did a wonderful job appreciating Sidney's teachers. May 26<sup>th</sup> will be graduation day involving Kinder, Fifth and Eighth grades. The Governing Council was invited to attend. Mr. Andreis reported on 22-23 notices of employment to all staff. Everyone has accepted and will be returning, except for two. The Art teacher, will be moving out of state and another will be retiring. Mr. Andreis meet with Roswell ISD Creative

Learning Center, who will be taking over the Elementary's art program. A part time teacher will be sought for the Middle School art class. Another teacher will be sought for a STEAM day or Spanish, to fill curriculum. The school will be bringing back Chess Club, National Junior Honor Society and other programs showcasing students. Sidney was approached by ENMU Roswell. They have offered their Robotics program equipment for student use. Ms. Gazdik, SPED teacher, will be retiring after 20 years of service at Sidney. The Governing Council will be recognizing her years of service at the planned event.

(4) Public Comment

No Public Comment

Shawna Perry moved to adjourn the meeting. Michael Taylor made the second. The motion passed. The meeting was adjourned at 7:11 p.m..