

Agenda

AIMS Board of Trustees Meeting

September 6, 2012

9:00-10:30 a.m.

851 University Blvd.

2nd floor Executive Conference Room

1. Approval of Minutes from August
2. Approval of Agenda
3. Vote to reinstate Alan on the Board
4. Comments from Community- 15 minute time limit, speakers limited to 3 minutes each
5. School Director Report (Kathy Sandoval, Jolene Jaramillo)
6. Financial Items: BARs, Statements, Reconciliation Reports and Check Listing
7. Set board meeting dates and time for coming year
8. Open Meetings Act resolution
9. Presentation of updates and approval of the following policies
10. Approval for Social Security Coverage Determination, Resolution Regarding Social Security Coverage, and Appointment of Referendum Election Committee
11. Adopt amendments to IDEA policy and procedure
12. Health credit implementation and opt-out
13. New Business
14. Adjournment



Regular Meeting

Albuquerque Institute for Mathematics and Science Governing Council

Date: 9/6/2012

Time: 9:00 am

Location: Executive Board Room, 851 University Blvd.

Meeting Type: Regular Special Proposed Approved

Members:	Present	Absent
Dr. Steve Cabaniss, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bob Walton, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Kathryn Watkins, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Joe Fortuin, member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Breda Bova, member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Alicia Aragon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Kerry Howe	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alan Clawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Other Attendees: Katharina Sandoval-Snider, Bobby Cordova, Daniel Ivey-Soto, Jolene Jaramillo

- I. **Approval of August Minutes** Cabaniss
 Minutes from last meeting were unavailable. Approval of August meeting will be placed on the October Agenda.

- II. **Approval of Agenda** Cabaniss
 Sandoval suggested moving item 10 to item 8, so as to allow all financial reporting at the same time.
 Motion to approve agenda as amended: Watkins
 Second: Walton
 Motion passed unanimously

- III. **Reinstatement of Alan Clawson to the Board.**
 Mr. Clawson submitted a letter to the Board requesting he be accepted back on the Board in the position of Parent Representative.
 Motion to reinstate Alan Clawson to the parent position on the Board: Watkins
 Second: Aragon
 Motion passed unanimously

- IV. **Comments from the Community: 15 minute time limit, speakers limited to 3 minutes each.**
No comments from the community

A copy of the meeting minutes are available for public inspection at Albuquerque Institute for Math and Science at 933 Bradbury SE, Albuquerque, NM 87106, within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes.

The AIMS@UNM shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Katharina Sandoval-Snider at (505) 559-4249 5 business days prior to the meeting



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V. Financial Items: Approval of BARs, Financial Statements, Bank Reconciliation Reports and Check Listing **Jaramillo**

Four Bars were submitted to the Board for approval.

Motion to approve Bars as presented: Clawson

Second : Watkins

Motion approved unanimously

Presentation to the Board of Financial statement reports as of September 4, 2012 and Bank reconciliation reports.

Presentation of payroll and accounts payable for July 2012 and August 2012 for approval.

Motion for ratification of payroll and accounts payable for July 2012 and August 2012: Watkins

Second: Aragon

Motion approved unanimously

VI. Approval for Social Security Coverage Determination, Resolution Regarding Social Security Coverage and Appointment of Referendum Election Committee **Jaramillo**

Board was presented with Social Security options for AIMS employees. AIMS has been paying in to Social Security for all employees. Federal Law requires that employees who have a pension plan (ERB) can opt out of social security payment.

Motion to continue payment of social security for all employees pending adoption of resolution regarding social security: Watkins

Second: Clawson

Motion approved unanimously

Presentation of resolution options for social security. Board must determine whether employees decide social security issue by majority vote or by individual determination. Walton was concerned employees might make a decision without being fully informed. Jaramillo assured she would present options and also will ask social security to present to staff so they will be able to make an informed decision. Sandoval stated that the choice should be an individual decision, citing potential for conflict should the majority vote option be chosen. Sandoval cited the additional financial pressure in moving the teachers contracts from fiscal year to academic year may have the unintended consequence of pressuring employees to not choose the social security option. Walton and Cabaniss requested more time to study the situation. Watkins requested Jaramillo present the Board with a comparison of the four options for establishment of instructional to school year calendar for comparison.

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Motion to table Social Security issue until next meeting: Walton

Second: Cabaniss

Motion approved unanimously

- VII. Presentation and approval of updated Policies and Procedures Sandoval-Snider**
Sandoval reviewed all policies and procedures established in 2009. Some policies need to be amended due to state requirements and committee input.

Sandoval presented the updated "Wellness Plan" for AIMS, including the updated Asthma Policy, Diabetes Policy, Physical Education curriculum alignment with state benchmarks Policy, Pest Control Policy, Tobacco, Alcohol and Drug Free School policy Student Discipline Policy, Nutrition Policy which guidelines for food at the school, establishment Gifted Education Advisory Committee, Bullying Policy, establishment of a SHAC advisory and Student Intervention Policy.

Motion to approve Wellness Policy as presented: Watkins

Second: Aragon

Motion passed unanimously

Sandoval presented the updated "Safe School Plan" . Sandoval stated she and UNM Chief of Police Kathy Guimmon updated the "Safe School Plan" written originally in 2009. Additionally, Sandoval presented the updated policies included in the plan, including the Compulsory School Attendance policy, Immunization Policy, Emergency Drill procedure, HIV and Homeless Education Policy.

Motion to approve the Safe School Plan and inclusive Policy's as amended and presented:

Aragon

Second: Cabaniss

Motion Passed unanimously

Sandoval presented the Dual Credit Policy, Complaint Procedure, Distance Learning Policy, Conflict of Interest Policy, Nepotism Policy, and Student Intervention Policy.

Motion to maintain these policies as approved in 2009 with no changes to the policies: Watkins

Second: Walton

Motion carried unanimously

- VIII. Set Board meeting dates and time for the coming year Cabaniss**
Discussion of new meeting place for Board Meeting as Board room at AIMS is being utilized as classroom space. Walton suggested moving the meeting from the first Thursday of the month, to the second Thursday of the month, with a start time of 11:30 am. Cabaniss requested

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Sandoval try to arrange for the Board to meet in the Board Room of 800 University Blvd.

Sandoval agreed.

Motion to move the meeting to second Thursday of the month at 11:30 am: Walton

Second: Watson

Motion passed unanimously

IX. Open Meetings Act Resolution

Sandoval-Snider

Motion to approve Open Meeting Act resolution: Watson

Second: Walton

Motion passed unanimously

X. Approval of IDEA amendments to policy and procedure

Sandoval-Snider

Sandoval presented the Board with changes to IDEA policy and procedure as per memo.

Motion to approve New Mexico IDEA policy as amended: Watkins

Second: Aragon

Motion approved unanimously

XI. Health Credit Implementation and Opt. Out

Sandoval-Snider

Sandoval presented the Board with proposed implementation of the Health class graduation credit. Sandoval proposed putting the Health Class at the 10th grade level, with a credit of .5 to be implemented in 2014-2015.

Approval of implementation plan for Health Credit: Watkins

Second: Clawson

Motion passed unanimously

Sandoval presented the required "Opt Out" Policy for parents of children taking the required Health credit.

Motion to approve "Opt Out" policy: Clawson

Second: Walton:

Motion approved unanimously

XII. New Business

Walton put forth the name of Kurt Mitchke as a possible new Board Member. The Board requested Walton speak with Mr. Mitchke to determine interest in becoming a new Board Member of AIMS

Clawson reviewed the information presented at the intake interview with Moss Adams.

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Watson submitted the revised Business Policy manual for input from the Board, Administration and Business Manager.

Adjournment: The meeting was adjourned at 10:45 am


Respectfully submitted


Steve Cabaniss,
Board President

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