

AGENDA ITEM EXECUTIVE SUMMARY

- I. Public Education Commission Meeting Date: January 13, 2017
- II. Item Title: Report From Options For Parents & The Charter School Division--Discussion And Possible Actions
 - E. Report on Governing Body Changes
 - i. Albuquerque School of Excellence - Designation
- III. Executive Summary and Proposed Motions:

On September 10, 2016, a vacancy was created on the Governance Board due to the resignation of Mehmet Fatih Su. Although the school failed to fill the vacancy by the required due date, October 25, 2016, and was not in compliance with the charter, a new board member was designated on December 3, 2016. The NM PED received notification of the designation on December 15, 2016.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Albuquerque School of Excellence

Date submitted: 12/15/2016

Contact Name: Salih Aykac

E-mail: say@abqse.org

Governing Board Member Name	Action	Date of Action	Reason for removal or resignation	Term of Service
Orlando Vigil	Designation	12/3/2016	Click here to enter text.	From: 12/3/2016 To: 5/30/2019
Click here to enter text.	Choose an item.	Click here to enter a date.	Click here to enter text.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter text.	Choose an item.	Click here to enter a date.	Click here to enter text.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee:  Date: 12/15/16

Printed Name of Governing Council President or Designee: Salih Aykac

Required Attachments:

This Form **MUST** include each of the following, as applicable:

- i. Notices of Resignation or Removal
 - a. The governing body minutes showing the vote to remove the member, or
 - b. The resigning member's signed and dated written resignation;
- ii. Notices of Designation:
 - a. An updated "STATEMENT OF GOVERNING BODY TO CONSULT WITH PED" signed by all current governing body members, and
 - b. An "AFFIDAVIT OF GOVERNING BODY MEMBER" signed by the new governing body member and verified by a notary public.

Approved 2-12-16

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Albuquerque School of Excellence located in Albuquerque, New Mexico.

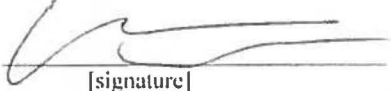
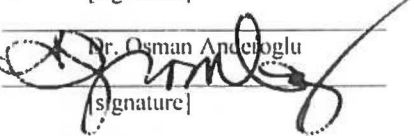

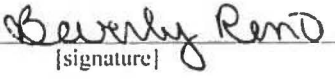
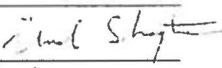
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE ALBUQUERQUE SCHOOL OF EXCELLENCE GIVE THE FOREGOING STATEMENT THIS 5 DAY OF DECEMBER, 2016.

1. 
[signature]
Mr. Osman Anderoglu
2. 
[signature]
Dr. Eric Coontz
3. _____
[signature]
Dr. Mustafa Cetin
4. _____
[signature] 
Dr. Sayavur Bakhtiyarov
5. 
[signature]
Mrs. Beverly Reno
6. _____
[signature] 
Dr. Unal Sakoglu

Attach additional pages if membership exceeds five.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, ORLANDO H. VIGIL, after being duly sworn, state:

1. My name is ORLANDO H. VIGIL and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the Albuquerque School of Excellence in Albuquerque, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

Orlando H. Vigil
[Signature]

Dec. 5, 2016
Date

ORLANDO H. VIGIL
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 5th day of December, 2016.

[Notary Seal:]



Jennifer Herrera
NOTARY PUBLIC

My commission expires: 03/09, 2019.

MEETING MINUTES
ALBUQUERQUE SCHOOL OF EXCELLENCE
GOVERNING COUNCIL MEETING

December 3, 2016

These are the minutes of the governing council meeting of Albuquerque School of Excellence. This meeting was held at 10:00 AM on December 3, 2016 at 13201 Lomas Blvd. NE Albuquerque, NM 87112.

I. Attendance

The meeting was called to order by Dr. Osman Anderoglu. The following members of the Governing Council were present; Dr. Osman Anderoglu, Dr. Eric Coontz, Dr. Mustafa Cetin, Dr. Unal Sakolu and Mrs. Beverly Reno. Dr. Bakhtiyarov was absent.

II. Call to order, establishment of quorum

These persons listed above are named the governing council of the Albuquerque School of Excellence in the articles of incorporation and their attendance constituted a quorum.

III. Public Comments

There were no public comments.

IV. (Action) Approval of Current Agenda Items

Dr. Anderoglu made a motion to approve the agenda items with these changes; deleting item IX as there are no BARs to approve and adding an item to discuss Governing Council procedures. Mrs. Reno seconded the motion. It passed 5-0-0.

V. (Approval) of Previous GC Minutes

Dr. Coontz moved to approve the minutes of the October 22, 2016 minutes with minor corrections. Dr. Anderoglu seconded the motion. It passed 3-0-2, with Dr. Cetin and Dr. Sakoglu abstaining since they were absent for that meeting. The November and December meetings have been combined to this meeting, hence there are no November minutes.

VI. (Discussion) Reports

A. Business Manager's report to GC

Prior to our meeting our Business Manager emailed the details of finances from September and October to all the Governing Council members. We expect a modest surplus in both budget authority and cash flow through the end of this school year. The FY 2016 audit was finalized two weeks ago and went to the State Auditor. We anticipate approval for our Lease Purchase Agreement from PED in January.

B. Principal's Report to GC

Mr. Aykac was absent but sent his report through Mr. Orsun. Enrollment stands at 414 students. Students are practicing for

the PARCC test both on paper and on computer. Mr. Orsun reported on the recent trip to Japan by the Robotics Team.

VII. (Action) Approval of Home Visit Incentive Policy

Mrs. Reno moved to approve the policy paying teachers for their time to make home visits. Dr. Coontz seconded the motion. Our goal is that 90% of homes will receive a visit from a pair of teachers, facilitating communication between the school and the parents. The motion carried, 5-0-0.

VIII. (Action) Approval of Contract with Ideal Cleaning Company

Dr. Anderoglu moved and Dr. Coontz seconded a motion to approve the contract with Ideal Cleaning Company. The contract covers the entire building, 58,000 square feet, for second semester.

IX. (Action) Approval of September and October Financials

The financial committee had reviewed the report for September and October in detail prior to our meeting. We considered the report on the budget status, including the approved operating budget for revenues and expenses compared with year-to-date actual revenue

and expenses, cash reports, and voucher reports. As part of the Financial Committee, Dr. Anderoglu moved that we approved the reports. Dr. Coontz seconded the motion. It passed 5-0-0.

X. (Action) New GC Member Search

We have an application from Mr. Orlando Vigil for the vacant GC position. He is well qualified and experienced with ASE. Dr. Anderoglu moved and Dr. Coontz seconded a motion to offer the position to Mr. Vigil. It passed 5-0-0.

XI. (Discussion) Governing Council Procedures

At the Annual Charter School Meeting, Dr. Coontz heard State Senator Ivy Soto speak on Governing Council Procedures. Dr. Coontz suggested that we might invite Senator Soto to our meeting to help us fine tune our procedures.

XIV. (Discussion) Building Issues and Construction

Construction is progressing well with an anticipated completion date of December 19. Science Fair on February 4, 2017.

XII. Closing Remarks and Adjournment

Dr. Anderoglu adjourned the meeting at 11:45 AM.

Beverly Reno, Secretary of ASE Governing Council

Date