McCurdy Charter School Governance Board Meeting
Los Alamos National Laboratory Foundation
1112 Plaza Del Norte, Espanola, NM 87532
Wednesday, February 19, 2014
6:00 pm

Meeting Minutes

1. **WELCOME & CALL TO ORDER**
   Chairperson Deborah Bennett Anderson called the meeting to order at 6:03 p.m.
2. **ROLL CALL OF MCS GOVERNANCE BOARD**
   Board Secretary Chris Martinez took roll call.
   Members Present: Chairperson Deborah Bennett Anderson, Vice-Chairperson Crystal Espinoza, Secretary Chris Martinez, Member Beaulah Sandoval, and Member Anthony Sena.
   Members Absent: Treasurer Nancy O'Bryan.
   Others present: Director Janette Archuleta, Director's Assistant Alison Watt, Business Manager Myrna Garcia, and Robert Trapp from the Rio Grande Sun.
3. **APPROVAL OF AGENDA***
   Motion to approve the Agenda with an amendment to strike Item 10.2 and 10.3 was made by Crystal Espinoza. Motion was seconded by Chris Martinez. Motion carried unanimously.
4. **RECESS FOR NATIONAL HONOR SOCIETY INDUCTION CEREMONY.**
   Board meeting resumed at 6:26 p.m.
5. **APPROVAL OF MINUTES* (2/5/2014)**
   Motion to approve the minutes from the Governing Board meeting on 2/5/2014 as written was made by Anthony Sena and seconded by Crystal Espinoza. Motion was carried unanimously.
6. **OPEN FORUM**
   There were no Open Forum comments.
7. **McCURDY MINISTRIES UPDATE**
   There was no McCurdy Ministries update.
8. **FINANCIAL MANAGEMENT**
   8.1 BAR approvals*
   BAR #547-000-1314-0020-IB, 2013-2014 Initial Budget, 2009 Dual Credit Instructional Materials. Motion to recommend approval of BAR #547-000-1314-0020-IB was made by Chris Martinez and seconded by Crystal Espinoza. Motion carried unanimously.
   8.2 Contracts*
   No Contracts were presented.
   8.3 Financial Update
   Director Archuleta stated that Deanna Gomez informed her that she is in the process of assigning passwords in APTA for each of the Board members.
9. **POLICY/BYLAWS DEVELOPMENT & REVIEW**
   Athletic Handbook:
   Beaulah Sandoval stated that she, Director Archuleta, Nancy O'Bryan, and Anita Rodriguez have been meeting to develop the Athletic Handbook.
10. **PERFORMANCE**
    10.1 Director's Summary
    Director Archuleta asked for feedback from the Governance Board regarding having the National Honor Society Induction Ceremony as part of the Governance Board meeting.

Deborah Bennett-Anderson suggested that it would be nice to include a reception following the ceremony. Member Beaulah Sandoval stated that she thought it would be appropriate for the Board Members to personally congratulate the inductees after the ceremony. Director Archuleta suggested that next year we could reconvene in a smaller board room, and allow for a reception in the large board room.
Director Archuleta stated that today was the final Gala Committee Meeting. She stated that it would be beneficial for two people from the school to be involved in recruiting volunteers and selling tickets, and helping to organize the event. Helen Finch will no longer be volunteering with the Gala, and David and Martha Millhouse will not be the primary organizers next year. The profit from this year's Gala was $62,000.00, of which $26,000.00 will be donated to the MCS athletic program. The next meeting of the Gala Committee will be in March.
Director Archuleta asked the Board members for suggestions about who would be a good person to recruit as the MCS Chair for the Gala Committee. The date for next year's Gala is February 7, 2015.
Deborah Anderson asked how many MCS staff members participated in the Gala. Director Archuleta stated that we had 5 teachers involved on their own time. And the basketball teams sold tickets. The Gala Committee said that Alumni support was down this year. The Gala Committee members are Martha and David Millhouse, Helen Finch, Pat Lujan, Norma Herrera, Patsy Alvarado, Ymelda Samora, Maryann Martinez and Janette Archuleta. Director Archuleta said that people liked the decorations and the music. The Senior students did a good job of clearing the tables.

10.2 Stricken

10.3 Stricken

10.4 School Advisory Committee (SAC) Update

Secretary Chris Martinez stated that the SAC met last night. It was in conflict with a girl's basketball game, so attendance at the meeting was low. The SAC would like to request that the Goal Setting MAP Testing sheets be handed out at the Parent Teacher Conferences. SAC members will supply the parents with information needed to help prepare their students for graduation and SAT testing. Dolores Salazar was unable to come to the meeting to do a presentation on AP classes. Hopefully she will be able to attend the next meeting. Chairperson Anderson asked Chris Martinez if there was a way of closing out old business and providing the SAC with a response to the issues raised. Chairperson Anderson would like to be on the email list for the Elementary school's daily announcement. Martinez asked if there could be a page on the website for the SAC. Director Archuleta stated that this could be done as the new school website is completed.

10.5 Performance Contract – PED*

Chairperson Anderson stated there was an agreement 2 years ago for Charter Schools that come up for charter renewal to be put under a Performance Contract. MCS would agree on performance indicators in Academics, Financial and Organizational Frameworks. Chairperson Anderson stated that in light of everything that is going on with the school it behooves MCS to enter into a voluntary performance contract with the NMPED Charter School division. Director Archuleta stated that our charter renewal will be coming up quickly in the 2015-16 school year. Archuleta stated that we will be completing our accreditation with AdvancEd next year. Chairperson Anderson said that she did not see any down side to entering into a performance contract now. The MCS representative with the Charter School Division, Karen Ehlert, will be retiring in June. That leaves only the springtime to work with her. Chris Martinez asked how this differs from our SMART goals. Anderson stated that it is along the same lines but it is different. Andersons stated that she felt that we would be working in more of a partnership with the Charter Division. Anderson

said that there is a lot of turnover within the Charter School division and having a performance contract in place will provide us with a sense of continuity with the Division. Member Sandoval stated that she felt it was important to complete the work we are doing with our finances prior to entering into a new agreement with the PED. Chris Martinez asked how much additional work would be required to do the Performance Contract vs. the Charter Renewal. A motion was made by Crystal Espinoza to approach the PEC with the intent to voluntarily begin negotiations on a Performance Contract framework with the NM PEC and the NMPED Charter School Division. The motion was seconded by Anthony Sena. Motion carried unanimously. Chairperson Anderson stated that Julia Barnes will replace Tony Gerlicz as the Director of the NM PED Charter School Division.

10.6 STAFF SALARIES

Director Archuleta stated that the Board packet contains salary schedules from Espanola Public Schools, Los Alamos Public Schools, Pojoaque Public Schools, Santa Fe Public Schools and McCurdy Charter School. These were presented to the Board for future budget decisions regarding staff salary. Director Archuleta also directed the Board's attention to the High School Redesign Act 561 that was included in the Board Packet for review as we prepare to discuss the AP/Honors/Distance Learning programs at MCS. Director Archuleta said that the Gross Receipts Bill did not make through the legislature this session.

11. GOVERNANCE BOARD COMMENTS

12.1 Next Meeting Dates

Next Governance Board Meeting date will be on Wednesday, March 5, 2014.

12. ADJOURN

Motion to adjourn was made at 7:52 p.m. by Chris Martinez and seconded by Anthony Sena. Motion carried unanimously.