

**McCurdy Charter School Governance Board Meeting**  
**at Los Alamos National Laboratory Foundation**  
**1112 Plaza Del Norte, Espanola, NM 87532**  
**Wednesday, October 2, 2013**  
**6:00 pm**

**Meeting Minutes**

**1. WELCOME & CALL TO ORDER**

Chairperson Deborah Bennett Anderson called the meeting to order at 6:07 pm.

**2. ROLL CALL OF MCS GOVERNANCE BOARD**

Board Vice Chairperson Crystal Espinoza took roll call.

**Members Present:** Chairperson Deborah Bennett Anderson, Vice-Chairperson Crystal Espinoza, Treasurer Nancy O'Bryan, Secretary Chris Martinez, Member Nancy and Member Beulah Sandoval.

**Members Absent:** Member Tony Sena.

**Others present:** Director Janette Archuleta, Business Manager Myrna Garcia, Director's Assistant Alison Watt, Athletic Coordinator Anita Rodriguez, McCurdy Ministries Executive Director Patsy Alvarado, Chair of the Board of Trustees for McCurdy Ministries Marilyn Peabody, and Investment Banking Consultant from Hutchinson Shockey Erly & Co. (HSE) Leo Valdez.

**3. APPROVAL OF AGENDA\***

Motion to approve the agenda was made by Deborah Bennett Anderson with the following changes: Crystal Espinoza asked that we move Agenda Item 8.1, Title IX Assurance to Item number 5 to accommodate Anita Rodriguez' time constraints. Janette Archuleta asked that we move Agenda Item 7.4, Gross Receipts Tax Resolution to Item number 6 to accommodate Leo Valdez' time constraints. Motion to approve the amended Agenda was seconded by Crystal Espinoza. Motion carried unanimously.

**4. APPROVAL OF MINUTES\* (9.4.2013)**

Motion to approve the minutes from the Governing Board meeting on 9.4.13 was made by Beulah Sandoval and seconded by Nancy O'Bryan. Motion was carried unanimously.

**5. POLICY/BYLAWS DEVELOPMENT & REVIEW**

**5.1 Title IX Assurance**

Athletic Director Anita Rodriguez reviewed the Title IX Assurance for the Board and detailed the various athletic expenses for boys and girls teams. Nancy O'Bryan directed Anita Rodriguez to check online to see if MCS is in compliance with the Title IX regulations.

Anita Rodriguez departed.

**6. GROSS RECEIPTS TAX RESOLUTION**

Leo Valdez summarized the documents for the .75% Educational Gross Receipts Tax Resolution that HSE is preparing to send to the NM State Legislature this year for the issuing of 20-year Bonds in March, 2015. These funds could be used by schools to pay for facilities and equipment. Money would be distributed based on the membership numbers reported on the 40<sup>th</sup> Day reporting period. Espanola Public Schools, Mesa Vista School, Chama Schools, Carinos Charter School, and La Tierra Charter School have approved the Proposal. Jemez Schools, Lindrith Schools and Dulce Schools have not yet approved the proposal. MCS would receive an estimated \$2.7 million dollars on March, 2015. MCS would be required to spend 5% within 6 months, and all of the funds within

3 years. After the resolution is passed by the Legislature, the resolution must be signed by the Governor, and then voted on by the public in the general election. MCS is within the Espanola School District boundaries. Motion was made by Nancy O'Bryan to table the decision to approve or deny the Consulting Agreement with HSE and Memorandum of Understanding regarding the Educational Gross Receipts Tax Resolution until the next MCS Governance Board meeting. Motion was seconded by Crystal Espinoza. Motion carried unanimously.

Leo Valdez departed.

## **7. MCCURDY MINISTRIES (MM) UPDATE**

Marilyn Peabody presented McCurdy Charter School with the Charter Schools Division - 2011 PEC Charter Application Receipt in a frame.

Patsy Alvarado reported that the GBGM Board will meet on October 10, 11 & 12, 2013 to confirm the ownership of the property. Once that is complete, MM will be able to close on the sale of the property. October 16<sup>th</sup> would be proposed date to close.

Patsy Alvarado thanked MCS for allowing MM to have a booth at Homecoming and complimented MCS for conducting a successful Homecoming weekend. MM thanks MCS for extending the food service vendors contract for another month. The lender is asking MM for a financial accounting.

MCS is invited to attend the rededicating a refurbished home at 10 am tomorrow as the new Project Carinos center. They will be hiring one more therapist.

**PEC Update:** PEC Meeting update by Deborah Bennett Anderson. Deborah Bennett Anderson, Janette Archuleta and Susan Fox met with the PEC for a 12-month extension on the 18-month plan. PSFA and the PED Charter School Division were both present to support this request. They made a 1-hour presentation. Commissioner Gant asked that MCS provide a monthly update detailing the progress of the construction project. Our new contact at the PSFA is Dennis Schneider. The 12-month extension was approved unanimously by the PEC. Patsy Alvarado asked if MM could be present at the upcoming design meeting. Deborah Bennett Anderson said that she would check with the PSFA and get back to her.

Patsy Alvarado and Marilyn Peabody departed.

## **8. FINANCIAL MANAGEMENT**

### **8.1 BAR Approvals**

Myrna Garcia presented BAR# 547-000-1314-0005-IB, Northern New Mexico College Science Grant. Janette Archuleta reported that part of the grant is to develop a science-rich environment. Beulah Sandoval and Deborah Bennett Anderson asked Crystal Espinoza and Chris Martinez to check with LANL to see what types of science programs are available for MCS to tap into. We will be providing professional development, and purchasing science kits and microscopes with the Grant funds. A motion to approve BAR# 547-000-1314-0005-IB, Northern New Mexico College Science Grant, was made by Nancy O'Bryan and seconded by Crystal Espinoza. Motion carried unanimously.

### **8.2 Contracts**

Aerarium, LLC Contract to provide financial consulting services not to exceed \$21,600.00 to provide support for the APTA Accounting system. Motion to approve the Service Agreement between Aerarium, LLC and MCS was made by Beulah Sandoval and seconded by Chris Martinez. Motion carried unanimously.

**8.3 Federal & State Applications:** No Applications were reviewed.

## **9. OPEN FORUM**

There were no requests from the community during open forum.

## **10. PERFORMANCE**

### **10.1 Director's Update**

Janette Archuleta reported that we are expecting to receive the used school bus being transferred from Los Alamos School District next Wednesday, October 9, 2013. The new bus will arrive in December, 2013. MCS completed our End of Year Financial Report. Our Safe School Plan is almost complete. We are conducting regular fire drills, and we conduct two "shelter in place" drills and one evacuation drill.

In March, the Board requested that the MCS Principal's report on student achievement. The Board stated a preference for a presentation on student achievement at the November 6, 2013 Board Meeting.

We are looking at website options for making the MCS website more user friendly.

### **10.2 School Advisory Committee (SAC) Update**

Chris Martinez gave an update on the recent SAC meeting.

- Communication improvements to the school: Doris Bryant will put together a survey to parents concerning their communication preferences.
- The SAC is working on being available during Parent Teacher conferences to assist parents in accessing PowerSchool's Parent Portal.
- The SAC may organize after-hour educational evenings to provide parents information about graduation requirements at MCS, and what it means to have a Certificate of Completing vs. a Diploma of Excellence upon graduation.
- LANL employees on the SAC know about the supercomputing challenge and will look into providing this opportunity to MCS students.

Myrna Garcia, and Alison Watt departed.

## **11. EXECUTIVE SESSION**

### **11.1 Litigation**

## **12. RESUME REGULAR SESSION\***

Entered into Executive Session at 8:43 pm and ended at 9:04 pm.

## **13. GOVERNANCE BOARD COMMENTS**

**12.1 Sublease:** Susan Fox has expressed a desire to meet with the Governance Board to discuss details about the MCS Sublease prior to the anticipated date of closing by the McCurdy Ministries of the land agreement.

### **12.1. Next Meeting Dates**

Next Governance Board Meeting date will be on Tuesday, October 15, 2013.

## **14. Adjourn**

Motion to adjourn at 9:05 p.m. made by Nancy O'Bryan and seconded by Chris Martinez. Motion was carried unanimously.