

McCurdy Charter School Governance Board Meeting

at Los Alamos National Laboratory Foundation

1112 Plaza Del Norte, Espanola, NM 87532

Wednesday, August 21, 2013

6:00 pm

Meeting Minutes

1. WELCOME & CALL TO ORDER

Chairperson Deborah Bennett Anderson called the meeting to order at 6:08 pm.

2. ROLL CALL OF MCS GOVERNANCE BOARD

Board Secretary Chris Martinez took roll call.

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

Members Absent: Member Anna Marie Garcia.

Others present: Director Janette Archuleta, Business Manager Myrna Garcia, and Director's Assistant Alison Watt, and McCurdy Ministries representative Patsy Alvarado.

3. APPROVAL OF AGENDA*

Motion to approve the agenda was made by Chris Martinez and seconded by Nancy O'Bryan. Motion carried unanimously.

4. APPROVAL OF MINUTES* (7.24.13 and 8.7.2013)

Motion to approve the minutes from the Governing Board meetings on 7.24.13 and 8.7.13 was made by Nancy O'Bryan and seconded by Crystal Espinoza. Motion was carried unanimously.

5. OPEN FORUM

There were no requests from the community during open forum.

6. *MCCURDY MINISTRIES UPDATE

Patsy Alvarado presented a printed summary of the three McCurdy Ministries (MM) entities that provide support to MCS. The MM Board meeting was last Thursday. A handout entitled "Summary of Services provided by Three entities of McCurdy Schools of Northern, NM" was distributed to the Board. Patsy Alvarado discussed the direct student services, referrals and engagement between Project Carino and MCS-Project Carino has received grants that will allow them to hire two full-time therapists and one intern. The ministry will communicate directly with staff to let them know about Project Carino services.

Maintenance: MM maintenance has removed 11 Locust trees. MM and MCS are operating under the current lease agreement in regards to the maintenance of the buildings and grounds.

Meal Program: They have hired a clerk. There was discussion of meal program.

Afterschool Program: There are still nine openings available. The afterschool program will provide Taekwondo, music ministries, and creative arts.

Academic support: Stephanie Suggs (Deaconess. Not a certified teacher. Background in Social Justice and Community Outreach) will take over the role that DeeDee Heffner served, doing ACT prep, and other services.

Deborah Bennett Anderson: We've heard really nice things about the Camp Stars program.

It was determined by the General Board of Global Ministries (GBGM) that the 44 acres of property belongs to McCurdy Ministries (MM), and not GBGM. In light of this decision, the lease agreements will have to be redone. The Title Company and the Loan Company agreed that the

entire GBGM Board must meet to make a change to the original resolution. The next GBGM Board meeting will be in October.

Extension with the PSFA: Deborah Bennett Anderson said that she and Nancy O’Bryan, and Janette Archuleta have an appointment with Charter School Division with Karen Albert and Tony Gurlitz on Friday. They are trying to show a good faith effort to comply with our Charter school contract and the 18 month PSFA timeline.

Patsy addressed the issue of a newspaper article in the Rio Grande Sun (RGS) in which she felt MM has been misquoted. Janette Archuleta said that Roger Montoya had also been misquoted. They reported that both La Tierra and MCS were District Charters and not State Charters. This was not considered to be an important issue to address with the RGS. Deborah Bennett Anderson said that the MCS Board was more distressed that they didn’t report what our school grade was.

MM update ended and Patsy Alvarado departed.

7. FINANCIAL MANAGEMENT

Myrna Garcia presented a BAR for the PSFA Lease Assistance Grant Award in the amount of \$376,209.00 based on square footage and MCS membership numbers from July, 2013. Motion to approve BAR #547-000-1314-0002-IB, Initial Budget PSA Lease Assistance Grant was made by Nancy O’Bryan and was seconded by Beulah Sandoval. Discussion: Chris Martinez asked if this figure was in the Budget. Myrna Garcia explained that it was not in the Budget and that was the reason for the BAR. Motion carried unanimously.

7.1. *Contracts.

No contracts were presented to the Board.

8. POLICY/BYLAWS DEVELOPMENT & REVIEW

8.1. Governance Board Officers

Deborah Bennett Anderson asked if Crystal Espinoza would accept the position of Vice-Chairman. Deborah stated that all board members are annually reconsidered. Crystal Espinoza was satisfied that the position did not require an additional time commitment. Nancy O’Bryan made a motion to accept Crystal Espinoza as the new Vice Chairman. Motion was seconded by Chris Martinez. Motion was carried unanimously. Deborah Bennett Anderson suggested that members take turn running the meeting.

9. PERFORMANCE

9.1. Director’s Update.

Janette Archuleta introduced her new Assistant, Alison Watt. ~~Our~~ Enrollment numbers are currently 560 students. She stated the importance of having students on the waiting list. Janette Archuleta is pleased with the numbers in the Junior and Senior classes. Chris Martinez inquired about the Charter class limits, and the limits for Grades 6-9. Janette Archuleta explained that we raised enrollment in those grades to compensate for open spots in the upper grade.

Janette Archuleta said that she would send out information regarding “No Show” student numbers for this year. Chris Martinez inquired about the MCS Charter Class size numbers on the enrollment report. Deborah Bennett Anderson gave some history on how the 584 school size limit was reached. Janette Archuleta stated that we need to consider a rotation

basis of electives due to space limitations at the school. This will provide students the opportunity to take the electives they need. Crystal Espinoza asked if we limited the electives so that we could reach the higher number of credits that the school required. Janette stated that we cannot offer all electives every year. We can offer them every other year. Students need 26 credits to graduate. The Director can approve a substitution if needed.

Open House Packet was presented. The School Advisory Committee flyer was put on the website. Deborah Bennett Anderson asked who is managing the website: Sefarino Ortiz started up a company for technology support. He and Walter Roybal issued laptops, carts, and cameras. They're doing a great job. Chris Martinez inquired about technology service with Rick Carlisle. He was working for both MM and MCS. Janette Archuleta said that all technology is now separate from MM. MCS also has our own dumpsters now as well.

Deborah Bennett Anderson asked what technology the teachers have. Janette Archuleta said they have a Laptop, Ipad, document camera, projector, and cart. There is also an Ipad cart for the students and two computer labs with new computers.. Janette Archuleta stated that there is a range of technology literacy among the teaching staff. At a minimum, they are all required to communicate via email and use Powerschool

The current Staff List was presented. Elementary Principal Kiva Duckworth-Moulton and Secondary Principal Chelamia Quintana are continuing to hire instructional staff members. We are advertising online with Teacher-Teacher, NM REAP, and Craigslist. Print ads were placed in the Rio Grande Sun. Ancillary services started this week. No movement on the bus. Instructional Materials may require a BAR for around \$10,000.00 for new staff materials. Charter Amendments will be submitted to PED on Friday, August 9 with the approval of the 7/24/2013 minutes.

Janette Archuleta spoke to Joe Guillien from the NM School Board Association about their Policy Service. Non-Members are not offered membership for Policy Service. We have made a request and he will look into it. There is a membership fee and an annual fee of \$385.00 per quarter. They make an update on policy based on state federal input. Deborah Bennett Anderson stated that it would be very helpful in creating the school's policies.

Janette Archuleta said that we need to be realistic about transportation costs for the Fall Athletic schedule. She will be making some changes to the schedule. Bus transportation costs run from \$300-\$1500 a trip. She asked the Boosters and M-Club to each contribute \$7000.00 for general athletic program support.

Janette Archuleta stated that at the high school Chelamia Quintana and Delores Salazar have done a great job of getting students registered into their classes. They are very organized.

9.2. School Advisory Committee Update

First meeting of the school year will be next Wednesday in the High School Library at 7 pm. An announcement was sent via Email to the current mailing list from last year. The Committee will start with same info as last year and introduce them to the Charter. They will then continue with the items that the committee wanted to tackle last year.

10. EXECUTIVE SESSION

Executive Session was not entered.

10.1. Personnel

11. RESUME REGULAR SESSION*

12. GOVERNANCE BOARD COMMENTS

12.1. Next Meeting Dates

Next Governance Board Meeting date will be on September 4, 2013.

13. Adjourn

Motion to adjourn at 7:40 p.m. made by Nancy O'Bryan and seconded by Anthony Sena. Motion was carried unanimously.