

McCurdy Charter School Governance Board Meeting

at Los Alamos National Laboratory Foundation

1112 Plaza Del Norte, Espanola, NM 87532

Wednesday, August 7, 2013

6:00 pm

Meeting Minutes

1. WELCOME & CALL TO ORDER

Chairperson Deborah Anderson called the meeting to order at 6:10 p.m.

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, and Member Beulah Sandoval.

Members Absent: Member Anna Marie Garcia, and Member Anthony Sena.

Others present: Director Janette Archuleta and Director's Assistant Charlotte Madueño.

3. *APPROVAL OF AGENDA

Motion to approve agenda with proposed corrections made to delete Ricardo Cordova's name from the Members list and to delete sections 7.1, 7.3, 8.2, and 8.3. made by Beulah Sandoval, was seconded by Nancy O'Bryan. Motion carried unanimously.

4. APPROVAL OF MINUTES 7.24.13

Motion to table approval of 7/24/13 minutes due to modifications made by Nancy O'Bryan seconded by Crystal Espinoza. Motion carried unanimously.

5. OPEN FORUM

There were no requests from the community during open forum.

6. *MCCURDY MINISTRIES UPDATE

Director Archuleta gave an update on the buildings MCS is renting from McCurdy Ministries. She stated that the majority of the buildings were being painted, the floors are being stripped and re-waxed, ceiling tiles were replaced, and an overall thorough cleaning. Deborah Anderson discussed the recent Ministries letter/update about ownership of the land the school is on. Members Crystal Espinoza and Nancy O'Bryan expressed concern about communicating with stakeholders about the status. Janette and Deborah to speak with Susan Fox and then contact PED about the situation.

7. FINANCIAL MANAGEMENT

7.1. *Contracts

Director Archuleta presented the Governance Board with information regarding two contracts.

First was the Matthew Fox Contract not to exceed \$60,000 for charter school legal counsel. The stated hourly rates were \$190 for legal and \$110 for paralegal support. Motion to approve Matthew Fox PSA contract made by Nancy O'Bryan, seconded by Chris Martinez. Motion carried unanimously.

Second was the CES Contract not to exceed \$113,000 for Ancillary Service Providers. Motion to approve CES Contract made by Nancy O'Bryan, seconded by Crystal Espinoza. Motion carried unanimously.

8. POLICY/BYLAWS DEVELOPMENT & REVIEW

8.1. *Employee Handbook

Director Archuleta provided the Governance Board with copies of the employee handbook table of contents. Pending legal review and minor changes to annual leave and

safety section, a motion to approve was made by Beulah Sandoval, seconded by Nancy O'Bryan. Motion carried unanimously.

8.4. *Governance Board Officers

Governance Board members discussed the election of a Vice Chairperson. Nancy O'Bryan nominated member Crystal Espinoza. Crystal stated that she wanted until next meeting to make a decision. No action was taken.

9. PERFORMANCE

9.1. Director's Update

Director Archuleta briefly discussed the replacement of her Assistant, food services, Professional Development and August 14, 2013 Open House. McCurdy Ministries will be doing the food services for the first two months of the school year, until all bids are in and final. Director Archuleta stated that the first day for staff is on Monday August 12, 2013 and will have 3 Professional Development days, with a national trainer on Paidea along with a Colonial Insurance presentation. Staff will also be getting training on Powerschool in their individual schools.

9.2. School Advisory Committee Update

Member Chris Martinez briefed the board on status of topics the PAC was to present to Janette and the administration. Discussion was had about the protocol for getting information from the committee to the administration and the board.

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 August 21, 2013.

13. Adjourn

Motion to adjourn at 7:59 p.m. made by Beulah Sandoval and seconded by Nancy O'Bryan. Motion carried unanimously.