

McCurdy Charter School Governance Board Meeting

Bachman Hall Administrative Building
362 S. McCurdy Road, Espanola, NM 87532

Wednesday, June 17th, 2015

6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

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

2. ROLL CALL OF MCS GOVERNANCE BOARD

Secretary Chris Martinez took roll call.

MEMBERS PRESENT: Chairperson Deborah Bennett Anderson, Secretary Chris Martinez, Vice-Chairperson Anthony Sena, and Treasurer Nancy O'Bryan.

MEMBERS ABSENT: Member Beaulah Sandoval.

OTHERS PRESENT: Others in attendance included Director Janette Archuleta, Business Manager Deanna Gomez, and HR/Assistant to Director Carrie Vigil

3. APPROVAL OF AGENDA:*

A motion to approve the Agenda was made by Vice-Chairperson Anthony Sena as amended to add 8.4 Discussion of Resolution and seconded by Secretary Chris Martinez. Motion carried unanimously.

4. OPEN FORUM: PUBLIC MEETING

None

5. McCURDY MINISTRIES UPDATE

There were no McCurdy Ministries Update.

6. APPROVAL OF MINUTES* (06/03/2015 BOARD MEETING)

A motion to approve the minutes for 06/03/2015 as amended, was made by Chris Martinez and seconded by Nancy O'Bryan. The motion carried unanimously.

7. FINANCIAL MANAGEMENT

7.1 BARS*

There were no BARS presented.

7.2 CONTRACTS*

Director Janette Archuleta presented the following contracts:

Santa Fe Therapy at the rate of \$75.00 per hour, not to exceed \$60,000.00. Dr. Lloyd Vigil at the rate of \$65.00 per hour, not to exceed \$15,000.00. The Learning Center of Tesuque Hills, LLC, not to exceed \$20,000. Sef Ortiz (JWS, LLC.) at the rate of \$25.00 per hour, not to exceed \$12,780.00.

A motion to approve Santa Fe Therapy contract, Dr. Lloyd Vigil contract, Learning Center of Tesuque contract, and Sef Ortiz (JWS, LLC.) was made by Nancy O'Bryan and seconded by Anthony Sena. Motion carried unanimously.

The current food services contract with McCurdy Ministries was presented for renewal for one more year of the four year term. A motion to renew the food services contract for July 1, 2015 to June 30, 2016 was made Nancy O'Bryan and seconded by Chris Martinez. The motion carried unanimously.

Lease Agreement – No action taken

7.3 SCHOOL CALENDARS*

Director Janette Archuleta presented 2015-2016 School calendars with 180 instructional days, and 8 days for in-service for Elementary and Secondary Schools. A motion to approve the 2015-2016 School calendars with 180 instructional days, and 8 days for in-service for Elementary and Secondary schools, was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

7.4 PAY SCALES*

Director Janette Archuleta presented 2015-2016 pay scales for teachers and staff to the MCS Governance Board. A motion to approve the 2015-2016 pay scales was made by Nancy O'Bryan and seconded by Chris Martinez. The motion carried unanimously

7.5 EMPLOYEE CONTRACTS*

Director Archuleta presented teacher and instructional assistant contract terms for school year 2015-1016 as 188 contract days and 7.5 hours per day. A motion to approve the 188 contract days and 7.5 hour work day was made by Anthony Sena and seconded by Chris Martinez. The motion carried unanimously.

7.6 EMPLOYEE LEAVE*

A motion to table Employee Leave was made by Nancy O'Bryan and seconded by Chris Martinez. The motion carried unanimously.

7.7 FINANCE COMMITTEE UPDATE

There were no Finance Committee Update.

8. POLICY/BYLAWS DEVELOPMENT & REVIEW

8.1 Policy Committee Update

There was no Policy Committee Update.

8.2 POLICIES*

A motion to table Reduction in Force (RIF) policy was made by Chris Martinez and seconded by Nancy O'Bryan. The motion carried unanimously.

8.3 NOMINATION COMMITTEE UPDATE

Vice-Chairperson Anthony Sena indicated that we have one interested candidate for MCS Governance Board. The next step in the process will be a meeting with the Nomination Committee.

8.4 Resolution/Discussion to Change Meeting Days

Board Members discussed an alternate day of the week to schedule the Board Meetings.

9. PERFORMANCE

9.1 DIRECTOR'S UPDATE

Director Janette Archuleta, provided the following updates to the Governance Board Members: For the summer months the business office will be operating with a skeleton crew. Interviews and staffing are moving along, with interviews having begun in May and continuing into June. Camp Stars program sponsored by the Ministries is currently on campus. Director Archuleta presented enrollment numbers, which indicate 552 students based on intent to return forms, open enrollment, and lottery results.

9.2 SCHOOL ADVISORY COMMITTEE UPDATE

There was no SAC Update.

9.3 ACADEMIC OVERSIGHT COMMITTEE UPDATE

There were no Academic Oversight Committee Update.

10. GOVERNANCE BOARD COMMENTS

None

11. EXECUTIVE SESSION

There was no executive session held.

11.1 FOR THE PURPOSE OF DISCUSSING REAL ESTATE ACQUISITION/LEASING ARRANGEMENTS, NMSA 1978 §10 -15-1(H)(8)

11.2 PERSONNEL –DIRECTOR’S EVALUATION, NMSA 1978 §10 -15-1(H)(2)

12. RESUME REGULAR SESSION

13. Next Meeting Dates

There will be a Financial Management Board Training on June 22, 2015 at 6:00 p.m.

The next regular Board meeting will be July 1st, 2015.

14. ADJOURN

The motion to adjourn was made at 9:10 p.m. by Nancy O’Bryan and seconded by Anthony Sena.

The motion carried unanimously.