

# McCurdy Charter School Governance Board Meeting

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

Wednesday, December 17, 2014

6:00 p.m.

## Meeting Minutes

### 1. WELCOME & CALL TO ORDER

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

### 2. ROLL CALL OF MCS GOVERNANCE BOARD

Chairperson Deborah Bennett Anderson took roll call.

**Members Present:** Chairperson Deborah Bennett Anderson, Vice-Chairperson Anthony Sena, Treasurer Nancy O'Bryan, and Member Beulah Sandoval.

**Members Absent:** Secretary Chris Martinez

**Others present:** Others in attendance included Director Janette Archuleta, Business Manager Deanna Gomez and Carrie Vigil.

### 3. APPROVAL OF AGENDA\*

A motion to approve the Agenda was made by Nancy O'Bryan and seconded by Beulah Sandoval. The motion carried unanimously.

### 4. Approval of Minutes:

A motion to approve the minutes for 12/03/2014 was made by Beulah Sandoval and seconded by Nancy O'Bryan. The motion carried unanimously.

### 5. Open Forum:

None

### 6. McCURDY MINISTRIES UPDATE

There was no McCurdy Ministries update.

### 7. FINANCIAL MANAGEMENT

#### 7.1 BARS\*

There were no BARS presented.

#### 7.2 Contracts\*

Director Archuleta presented 3 contracts for approval by the Board. A motion to approve the contract for Arthur Salazar as the school hearing officer, not to exceed \$3,000.00, was made by Nancy O'Bryan and seconded by Beulah Sandoval. The motion carried unanimously. A motion to approve the contract for Yolanda Vigil for work related to the ACCESS assessment, not to exceed \$680.00, was made by Beulah Sandoval and seconded by Nancy O'Bryan. The motion carried unanimously. A motion to approve the contract for Geraldine Fiskus for work on the elementary fine arts grant, not to exceed \$700.00, was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

#### 7.3 Finance Committee Update

Treasurer Nancy O'Bryan, stated that the Finance Committee met on December 4, 2014. The committee discussed when the activity balances would be available. Deanna stated activity balances will be available after the holiday break for all the clubs. Business office personnel are doing extremely well with Marlene & Alissa continuing to make great progress. Also, the committee is looking into a code scan system to log-in all school assets by this spring. Nancy O'Bryan also stated that there will be an audit of the food services program in February.

## **8. POLICY/BYLAWS DEVELOPMENT & REVIEW**

### **8.1 Policy Committee Update**

Mrs. Beulah Sandoval stated that the Policy Committee met on December 5, 2014, to begin the revision to the Bylaw's.

### **8.2 Policies\***

A motion to approve the Wellness Policy Components and Evaluations was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

### **Performance**

#### **9.1 Director's Update**

Director Janette Archuleta shared information on the meeting with Dr. Mario Izaguirre-Sierra, Principals Chelamia Quintana and Kiva Duckworth-Moulton regarding the P.E.E.R project. The group reviewed the secondary master schedule and the Core Knowledge curriculum for elementary in order to determine appropriate first steps. Teachers will meet Dr. Mario Izaguirre-Sierra, and develop lists of necessary supplies. Director Archuleta announced the elementary holiday program scheduled for the morning of Friday, December 19, 2014.

#### **9.2 School Advisory Committee Update**

There was no SAC update.

#### **9.3 Academic Oversight Committee Update**

Treasurer Nancy O'Bryan informed the Board that the Academic Oversight Committee met on December 4, 2014. The committee reviewed the spring assessment schedule for the school and noted the many types of assessments and the technology necessary for specific tests. Director Archuleta reminded the Board that the AdvancED External Review Team will be on campus in February. Director Archuleta also stated that free tutoring is being offered for students who are struggling in math.

## **10. GOVERNANCE BOARD COMMENTS**

### **10.1 Nomination Committee Update**

No update for this item.

### **10.2 Next Meeting Dates**

The next Board meeting will be January 7, 2015.

## **11. ADJOURN**

The motion to adjourn was made at 7:58 p.m. by Beulah Sandoval and seconded by Nancy O'Bryan. The motion carried unanimously.