

McCurdy Charter School Governance Board Meeting
Los Alamos National Laboratory Foundation
1112 Plaza Del Norte, Espanola, NM 87532
Wednesday, August 6, 2014
6:00 pm

Meeting Minutes

1. WELCOME & CALL TO ORDER

Chairperson Deborah Bennett Anderson called the meeting to order at 6:11 p.m.

2. ROLL CALL OF MCS GOVERNANCE BOARD

Member Chris Martinez took roll call.

Members Present: Chairperson Deborah Bennett, Vice-Chairperson Crystal Espinoza, Member Beulah Sandoval, and Member Anthony Sena. Secretary Chris Martinez.

Members Absent: Treasurer Nancy O'Bryan.

Others present: Director Janette Archuleta, Director's Assistant Carrie Vigil, Principal Chelamia Quintana, Principal Kiva Duckworth-Moulton, and contracted Business Manager Deanna Gomez, Athletic Coordinator Anita Rodriguez and Booster Club Member Cecilia Rodriguez, were also in attendance.

3. APPROVAL OF AGENDA*

Motion to approve the Agenda with the following amendment: move item 10.1 Director's Update to item #8.5 before 9, was made by Crystal Martinez. Delete item 9.9 Transportation Handbook being it was a duplicate to 9.6, was made by Crystal Espinoza. Motion to approve the amended agenda was made by Crystal Espinoza and seconded by Chris Martinez. Motion carried unanimously.

4. APPROVAL OF MINUTES* (6/18/14 Board Meeting)

Motion to approve the minutes from the Governance Board meeting on 6/18/2014 was made by Beulah Sandoval and seconded by Anthony Sena. Motion was carried unanimously.

5. OPEN FORUM

There was no open forum discussion.

6. McCURDY MINISTRIES UPDATE

There was no McCurdy Ministries update.

7. New School Update

Chairperson Deborah Bennett provided an update on progress of new building. A joint taskforce has been created with members of the Ministries, three members of our Governance Board, and Director Janette Archuleta. The McCurdy Ministries has hired Leo Valdez a financial agent, and the architectural firm of Sanjay Engineer from Albuquerque, NM.

8. FINANCIAL MANAGEMENT

8.1 Bar Approvals*

No BARS were presented to the board.

8.2 Contracts*

Director Archuleta presented the following Contracts:
IDEAL – NM, CES, Matthew Fox, Seferino Ortiz (JWS) & the Learning Center of Tesuque. These Contracts were presented and recommended for approval. Motion to recommend approval of the 5 contracts, IDEAL – NM, CES, Matthew Fox, Seferino Ortiz (JWS) & the Learning Center of Tesuque, was made by Crystal Espinoza and was seconded by Chris Martinez. Motion carried unanimously.

8.3 Finance Committee Update

Contracted Business Manager Deanna Gomez stated that on July 31, 2014 many outstanding payments to vendors had been made.

8.4 Athletic Program Update

Athletic Coordinator Anita provided updates on fundraising tactics and clubs associated with Fundraising (Booster Club & M Club). Current fundraising is M Club Annual Golf Tournament on September 7, 2014. Anita is also researching grants to help provide funding for all McCurdy Charter School Sports which will help with uniforms and equipment. Booster member Cecilia Rodrigues provided a fundraising report showing contributions to the athletics department and other non-athletic departments for the 2013-2014 school year. Member Beulah Sandoval to donate the class of 1959 McCurdy cookbooks to sell and all proceeds to benefit the athletics department.

8.5 Director's Update

Director Janette Archuleta introduced a possible incentive for McCurdy Charter teachers; New Mexico incentive pay for teachers, purpose of the award is to provide teachers with additional pay, when their students perform or meet academic goals.

Director Archuleta introduced changes to attendance guidelines, involvement of Teen Court, rules of conduct, and discipline matrix to student handbook.

Director Archuleta provided 2014-15 enrollment numbers: 563 enrolled students, with 5 invitations open. 2013-14 enrollment was 560, and end of school year 2013-14 was 527 students.

Principal's Chelamia Quintana, Kiva Duckworth-Moulton provided SBA results, explained student achievement scores for 2013-2014. This information will be shared with staff at the beginning of the year meetings.

9. POLICY/BYLAWS DEVELOPMENT & REVIEW

9.1 Policy Committee Update

The Policy Committee has been addressing the need for transportation policies.

9.2 Activity Bus Transportation Policy*

9.3 Transportation Policy*

9.4 Field Trips and Excursions Policy*

9.5 Transporting Live Animals on a Field Trip Policy*

Member Anthony Sena made a motion to approve 9.2 Activity Bus Transportation Policy, 9.3 Transportation Policy, 9.4 Field Trips and Excursions Policy, 9.5 Transporting Live Animals on a Field Trip Policy that was presented to the board. Crystal Espinoza seconded the motion. The motion carried unanimously.

9.6 Financial System of Accounting, Internal Control Structure, Policy and procedures*

9.7 Fuel Card Policy*

9.8 Cash Box Policy*

Member Beulah Sandoval made a motion to approve 9.6 Financial System of Accounting, Internal Control Structure, Policy and Procedures 9.7 Fuel Card Policy, 9.8 Cash Box Policy that was presented to the Board. Chris Martinez seconded the motion. The motion carried unanimously.

9.9 Wellness Policy-School Health Advisory Committee*

Director Janette Archuleta introduced the Family Support Bureau's Wellness Policy Guidelines. The purpose of bringing before the Board, as the first step, is to establish a School Health Advisory Counsel. After discussion, the individuals establishing the committee will be Beulah Sandoval, Janette Archuleta, Josie Baros (school nurse), Kiva

Duckworth Moulton, Chelamia Quintana, a member of the McCurdy Ministries food service staff, a parent, and a community member from possibly Agave or Valle del Sol or PMS.

10. PERFORMANCE

10.1 School Advisory Committee Update

Chris Martinez reported that the committee did not have any meetings during the summer but will begin again with a regular schedule.

10.2 Academic Oversight Committee

Director Archuleta stated they had a meeting this week spoke about data, assessments, and intervention programs. The next meeting will be the third week in August of 2014.

10.3 Organizational Committee Update

Crystal Espinoza shared that there have been no meetings.

11. EXECUTIVE SESSION

The Board entered Executive Session at 9:43 p.m.

12. RESUME REGULAR SESSION

The board resumed regular session at 10:31 p.m.

13. GOVERNANCE BOARD COMMENTS

13.1 Anthony Sena reported that there had not been a meeting of the committee. Director Archuleta shared that Crystal Espinoza had provided the resumes of two individuals to be considered for the Board.

13.2 Next Meeting Dates

The next Board meeting will be August 20, 2014.

14. ADJOURN

Motion to adjourn was made at 10:32 p.m. by Beulah Sandoval and seconded by Anthony Sena. Motion carried unanimously.