

McCurdy Charter School Governance Board Meeting

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

Thursday August 20th, 2015

6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

Chairperson Deborah Bennett Anderson called the meeting to order at 6:07 p.m.

2. ROLL CALL OF MCS GOVERNANCE BOARD

Secretary Chris Martinez took roll call.

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

MEMBERS ABSENT: Member Beulah Sandoval

OTHERS PRESENT: Others in attendance included Director Janette Archuleta, Business Manager Deanna Gomez, Carrie Vigil-HR/Assistant to Director and Christian Lopez, Head of Operations

3. APPROVAL OF AGENDA:*

A motion to approve the Agenda as amended, adding 10.1 PowerSchool & GPA Discussion was made by Vice-Chairperson Anthony Sena and seconded by Treasurer Nancy O'Bryan. Motion carried unanimously.

4. OPEN FORUM: PUBLIC MEETING

None

5. McCURDY MINISTRIES UPDATE

There was no McCurdy Ministries update.

6. APPROVAL OF MINUTES* (08/06/2015 BOARD MEETING)

A motion to approve the minutes for 08/06/2015 as presented was made by Treasurer Nancy O'Bryan and seconded by Secretary Chris Martinez. The motion passed unanimously.

7. FINANCIAL MANAGEMENT

7.1 BARS*

Business Manager Deanna Gomez presented the following BARS to the Board:

BAR 547-000-1516-0001-IB - Is a BAR award from the LANL Foundation Fund 26113 in the amount of \$1,500 for a S.A.I.L. (Student Acquiring Individualized Training) Grant.

BAR 547-000-1516-0002-IB - Is a BAR award from the PSCOC for Fund 31200 in the amount of \$391,317, for lease assistance. A motion to approve BAR 547-000-1516-0001-IB and BAR 547-000-1516-0002-IB, was made by Treasurer Nancy O'Bryan and seconded by Vice-Chairperson Anthony Sena. The motion carried unanimously.

7.2 CONTRACTS*

Director Janette Archuleta presented the contract for Christina Cordova for academic tutoring. Ms. Cordova will tutor elementary students in the areas of reading, language arts, and math at the rate of \$60.00 per day for the SY 2015-2016 for a total not to exceed \$5,820 plus 7% Gross Receipts Tax. A motion to approve the contract for Christina Cordova as presented was made by Treasurer Nancy O'Bryan and seconded by Secretary Chris Martinez. The motion carried unanimously.

7.3 TITLE IX REPORT

MCS Head of Operations, Christian Lopez, provided the Governance Board the following update: 40% of 238 of secondary student enrollment participated in sports for the 2014-2015 school year. Last year there were changes in head coaching staff as Ernesto Espinoza

became the varsity boys' basketball coach and Christian Lopez was the varsity girls' softball coach. Mr. Lopez named all assistant coaches and explained student to coach ratio. Details were provided for the 2014-2015 transportation and athletic expenses for all high school sports. Mr. Lopez also explained all athletic income received in fundraising, game & concession receipts, gate receipts, cash donations, and other sources (athletic fees).

7.4 TITLE IX ASSURANCE*

Director Janette Archuleta explained Title IX Assurance to the Board, and presented how McCurdy Charter School is adhering to Title IX Assurance. Treasurer Nancy O'Bryan moved to acknowledge that McCurdy Charter School is adhering to Title IX Compliance and Vice-Chairperson Anthony Sena seconded the motion. The motion carried unanimously.

7.5 FINANCE COMMITTEE UPDATE

Treasurer Nancy O'Bryan stated the Finance Committee met on August 20th, 2015. Discussions were on finances for the new building and current fund balances. The next meeting scheduled for September 17th, 2015.

7.6 FINANCIAL REPORTS

Business Manager Deanna Gomez provided information on the status of year end work. She also noted that many of the reimbursements from year end were beginning to come in. The audit has been completed and is now at State Auditor level. Once the final audit report has been released, the results of the audit will be discussed.

8. POLICY/BYLAWS DEVELOPMENT & REVIEW

8.1 POLICY COMMITTEE UPDATE

Nancy O'Bryan provided the following update: Policy Committee worked on the policy: Exemptions From Health Education Curriculum Requirements. This policy shall exempt a student from specific topics or lessons, not the entire curriculum.

8.2 POLICIES*

8.2.1 EXEMPTIONS FROM HEALTH EDUCATION CURRICULUM REQUIREMENTS*

Director Archuleta presented MCS Policy IMBB: Exemptions from Health Education Curriculum Requirements. A motion to approve MCS Policy IMBB: Exemptions from Health Education Curriculum Requirements was made by Vice-Chairperson Anthony Sena and seconded by Secretary Chris Martinez. The motion passed unanimously.

8.3 NOMINATION COMMITTEE UPDATE

The Nominating Committee reported on their review of one application. Ideas for improving this process were discussed. The Nomination Committee and Policy Committee will work jointly on the Governance Board new membership process.

8.4 NOMINATION COMMITTEE RECOMMENDATION*

The Nomination Committee recommended that the Board not add new members at this time. Secretary Chris Martinez moved to accept the Nomination Committee recommendation not to add new members at this time. This motion was seconded by Treasurer Nancy O'Bryan. The motion passed unanimously.

9. PERFORMANCE

9.1 DIRECTOR'S UPDATE

Christian Lopez, Head of Operations, advised the Board that the football press box and MCS activity bus were graffiti in the early morning of August 20th, 2015. The Espanola City Police responded to the situation. Director Archuleta provided the Board an update on student enrollment, noting openings in 3rd, 4th, 6th, 9th, 10th, 11th and 12th grades. MCS has also received various donations of furniture and equipment from LANL, UNMLA, and Cien Agua International School. All free or reduced lunch applications received have been processed and determination letters are being sent to families.

9.2 SCHOOL ADVISORY COMMITTEE UPDATE

There was no update on SAC.

9.3 ACADEMIC OVERSIGHT COMMITTEE UPDATE

Director Janette Archuleta stated that the Academic Oversight Committee will be meeting on September 1st, 2015 at 10:00 am.

10. GOVERNANCE BOARD COMMENTS

10.1 POWERSCHOOL & GPA DISCUSSION

Secretary Chris Martinez requested clarification on how GPAs were being calculated within PowerSchool. Nancy O'Bryan stated that this topic could be discussed at the Academic Oversight Committee meeting on September 1st.

11. EXECUTIVE SESSION

The Board did not enter into Executive Session.

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

12. RESUME REGULAR SESSION

13. Next Meeting Dates

The next regular Board meeting will be Thursday, September 3rd, 2015.

14. ADJOURN

The motion to adjourn was made at 8:58 p.m. by Treasurer Nancy O'Bryan and seconded by Secretary Chris Martinez. The motion carried unanimously.