

# McCurdy Charter School Governance Board Meeting

Bachman Hall Administrative Building  
362 S. McCurdy Road, Espanola, NM 87532  
Thursday, February 18, 2016  
6:00 p.m.

## Meeting Minutes

### 1. WELCOME & CALL TO ORDER

Chairperson Deborah Bennett Anderson called the meeting to order at 6:04 pm.

### 2. ROLL CALL OF MCS GOVERNANCE BOARD

Vice-Chairperson Anthony Sena took roll call.

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

**MEMBERS ABSENT:** None

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

### 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\*(02/04/2016) BOARD MEETING

A motion to approve the minutes as amended for 02/04/2016 was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

### 5. OPEN FORUM: PUBLIC MEETING

None

### 6. BOARD MEMBER TERM REAPPOINTMENT - Beulah Sandoval\*

It was moved by Chris Martinez and seconded by Nancy O'Bryan to reappoint Member Beulah Sandoval to the MCS Governance Board for another term. The motion carried unanimously.

### 7. BOARD MEMBER TERM REAPPOINTMENT - Anthony Sena\*

It was moved by Chris Martinez and seconded by Nancy O'Bryan to reappoint Vice-Chairperson Anthony Sena to the MCS Governance Board for another term. The motion carried unanimously.

### 8. FINANCIAL MANAGEMENT

#### 8.1 BARS\*

Deanna Gomez presented the following BAR for approval: BAR 547-000-1516-0008-I, an increase BAR for Fund 24101 Title I in the amount of \$97,547.51. This brings the total award with carryover and current year to \$196,816.51. Beulah Sandoval moved to approve BAR 547-000-1516-0008-I, and seconded Nancy O'Bryan. The motion carried unanimously.

#### 8.2 Contracts\*

There were no Contracts presented.

### **8.3 Finance Committee Update**

Member Nancy O'Bryan reported that the finance committee met at the bank for signatures. The committee is also looking to schedule a budget meeting for the community on May 1<sup>st</sup>, 2016. Ms. O'Bryan also reported that the committee reviewed purchasing needs for the Charter School.

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

### **9.1 Policy Committee Update**

Member Beaulah Sandoval presented Policy BBB Board Member Qualifications/Appointments to the board with current revisions.

### **9.2 Policies\***

#### **9.2.1 Policy Revision – BBB Board Member Qualifications/Appointments\***

Nancy O'Bryan moved to approve Revised Policy – BBB Board member Qualifications/Appointments, and seconded by Chris Martinez. The motion carried unanimously.

### **9.3 Revised Governance Board Member Application Form\***

Vice-Chairperson Anthony Sena presented the revised Governance Board Member Application Form. Nancy O'Bryan moved to approve Revised Governance Board Member Application Form, and seconded by Chris Martinez. The motion carried unanimously.

### **9.4 Nomination Committee Update**

There was no Nomination Committee Update.

## **10. PERFORMANCE**

### **10.1 Director's Update**

Director Janette Archuleta advised the Board on the following: 1). ERATE - Next phase on ERATE is Request for Proposal. 2). The Intent to Return forms returned is at 76%. For the remaining 24%, we will follow up. 3). Ms. Archuleta also presented a graph chart, showing student growth for the last four winters in Math. 4). Per NMPED all Charters must have all required policies in place. Ms. Archuleta advised the Board, MCS is compliant with NMPED Policy requirements. 5). All GPA's for Salutatorian and Valedictorian are being manually calculated by Dolores Salazar, Chelamia Quintana, and Janette Archuleta to verify accuracy in PowerSchool. 6). No updates on revenue for the Gala. 7). the family of Dr. Bryanna Bustos has requested that her basketball jersey be retired. Dr. Bustos was a graduate of McCurdy High School and died unexpectedly. Ms. Archuleta stated she approved the request and a ceremony will be February 20, 2016 during a MCS home basketball game.

### **10.2 School Advisory Committee Update**

Secretary Chris Martinez reported that the SAC met on February 16. Attendance was low, but new topics for the year were discussed. In addition to new topics, a membership drive was identified as an area of concentration for the committee. SAC members asked if participation counts towards volunteer hours required by MCS families. Director Archuleta indicated that the hours do count. Next SAC meeting scheduled for March 14.

### **10.3 Academic Oversight Committee Update**

Nancy O'Bryan stated a meeting is to be scheduled in early March.

## **11. GOVERNANCE BOARD COMMENTS**

There were no Governance Board comments.

**12. EXECUTIVE SESSION**

The Board entered into Executive Session at 7:18 pm after a unanimous roll call vote.

**12.1 For the purpose of discussing real estate acquisition/leasing arrangements, NMSA 1978 §10 -15-1(H)(8).**

**12.2 For the purpose of discussing personally identifiable student information, NMSA 1978 §10 -15-1(H)(4).**

**12.2 For the purpose of discussing personnel matters, NMSA 1978 §10 -15-1(H)(2).**

**13. RESUME REGULAR SESSION**

Regular session was resumed at 7:47 pm.

**14. Next Meeting Dates**

The next regular Board meeting will be Thursday, March 3, 2016.

**15. ADJOURN**

The motion to adjourn was made at 7:50 pm, by Anthony Sena and seconded by Beulah Sandoval. The motion carried unanimously.