

McCurdy Charter School Governance Board Meeting

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

Thursday, May 5, 2016

6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

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

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 Member Beulah Sandoval.

MEMBERS ABSENT: Treasurer Nancy O'Bryan.

OTHERS PRESENT: Others in attendance included Janette Archuleta, Director, and Carrie Vigil, HR/Assistant to Director.

3. APPROVAL OF AGENDA:*

A motion to approve the Agenda was made by Anthony Sena and seconded by Beulah Sandoval. The motion carried unanimously.

4. APPROVAL OF MINUTES*(04/21/2016) BOARD MEETING

A motion to approve 04/21/2016 minutes was made by Beulah Sandoval and seconded by Chris Martinez. The motion carried unanimously. Anthony Sena abstained.

5. OPEN FORUM: PUBLIC MEETING

None

6. FINANCIAL MANAGEMENT

6.1 BARs*

There were no BARs presented.

6.2 Community Input on 2017 Budget

There have been no Community Input forms submitted since April 21, 2016.

6.3 Finance Committee Update

Director Archuleta informed the Board of the release and results of the FY15 audit. The audit was designated as unmodified with 3 findings. One finding was resolved in June of 2015 and had to do with the pledged collateral requirement. The other 2 findings were compliance findings which will continue to be monitored. Director Archuleta also briefed members of the board on budget planning for next school year, and reported that the Student Equalization Guarantee amount for MCS will increase for next year. A proposed budget will be provided to the Board on May 19. The Finance Committee will send a copy to Board members prior to the May 19th meeting. The FY17 budget needs to be sent to PED by May 24th.

6.4 Charter Schools Development Corporation Letter of Intent*

No action taken. Deborah Bennett Anderson will follow up on this issue and update the Board at a later date.

7. POLICY/BYLAWS DEVELOPMENT & REVIEW

7.1 Policy Committee Update

Per Beulah Sandoval, the Policy Committee is conducting research on a few policies.

7.2 Policies*

There were no policies presented.

7.2 Nomination Committee Update

There have been no new applications for Board membership submitted.

8. PERFORMANCE

8.1 Director's Update

Director Janette Archuleta advised the Board on the following: MCS 2015-2016 School Yearbooks have been delivered. The Baccalaureate service will be on May 24, 2016 at 6:00 p.m. at the Holy Cross Church. The Quality of Education Survey has closed with preliminary results shared with the Board. Staff Appreciation Week was May 2nd to 5th. Staff was recognized for their hard work and commitment. Enrollment for next school year is currently 531 students with waiting lists for 4 grade levels. Ms. Archuleta stated that the federal and state grant applications for next year will be presented to the board on May 19th. Carrie Vigil is currently working on two fundraising events for the Athletic Department: Raising the Dough with Pizza 9, and Pizza 9 Coupon books. The graduation rate for the 2015 cohort was discussed and Christi Sandoval is researching the status of all non-graduates. There are 30 students in Dual Credit courses for the spring semester with two students taking more than one dual credit course. Ms. Archuleta also advised the Board on upcoming Governance Board training set for June 1, 2016.

8.2 School Advisory Committee Update

Chris Martinez stated the Bobcat Boot Camp has finished and thanked the staff for their participation. He felt they did a great job. SAC might pursue fundraising next year as a result of lessons learned from the Boot Camp. The next SAC meeting may be scheduled for June.

8.3 Academic Oversight Committee Update

There has not been an Academic Oversight Committee meeting, however, the school administration is working on instructional material orders for next year. The school's allocation for next year for instructional materials is approximately \$28,000.00.

9. GOVERNANCE BOARD COMMENTS

There were no Governance Board comments.

10. EXECUTIVE SESSION

The Board did not enter executive session.

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

11. Next Meeting Dates

The next regular Board meeting will be Thursday, May 19, 2016.

12. ADJOURN

The motion to adjourn was made at 7:46 pm, by Anthony Sena and seconded by Chris Martinez. The motion carried unanimously.