

# McCurdy Charter School Governance Board Meeting

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

Thursday, July 26, 2016

6:00 p.m.

## Meeting Minutes

### 1. WELCOME & CALL TO ORDER

Meeting called to order at 6:08 p.m. by Chairperson Deborah Bennett Anderson.

### 2. ROLL CALL OF MCS GOVERNANCE BOARD

Vice-Chairperson Anthony Sena conducted roll call, reported they had a quorum.

**MEMBERS PRESENT:** Chairperson Deborah Bennett Anderson, Vice-Chairperson Anthony Sena, and Member Beulah Sandoval.

**MEMBERS ABSENT:** Secretary Chris Martinez, and Treasurer Nancy O'Bryan.

**OTHERS PRESENT:** Janette Archuleta, Director and Carrie Vigil, HR Manager/Assist to Director.

### 3. APPROVAL OF AGENDA:\*

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

### 4. APPROVAL OF MINUTES\* (05/05/2016, 05/19/2016, 07/07/2016 & 07/12/2016) BOARD MEETING

A motion to approve 05/05/2016 Board meeting minutes was made by Anthony Sena and seconded by Beulah Sandoval. The motion carried unanimously.

A motion to approve 07/12/2016 Board meeting minutes as amended # 7 insert "by" instead of "at" was made by Beulah Sandoval and seconded by Anthony Sena. The motion carried unanimously.

A motion to table 05/19/2016 & 07/07/2016 due to members of the Governance Board currently present need to abstain on the approval of the two sets of minutes needing approval, was made by Beulah Sandoval and seconded by Anthony Sena. The motion carried unanimously.

### 5. OPEN FORUM: PUBLIC MEETING

None

### 6. FINANCIAL MANAGEMENT

#### 6.1 BARs\*

There were no BARs presented.

#### 6.2 Contracts\*

Director Archuleta presented the following contracts to the MCS Governance Board for approval:

##### 6.2.1 Karen Ehlert\*

The Contractor, Karen Ehlert, shall assist in the development of the McCurdy Charter School renewal application. The total amount payable performed pursuant to the Scope of Work, at the rate of \$3,000.00 plus GRT of 8.3125%, shall not exceed \$3,249.38. A motion to approve the Karen Ehlert contract was made by Beulah Sandoval and seconded by Anthony Sena. Motion carried unanimously.

##### 6.3 Finance Committee Update

Director Janette Archuleta stated the Finance Committee met on Tuesday, July 19, 2016 and discussed the following:

1. Lease payments.
2. Study on Maintenance cost for the new school and concluded current budget will cover extra maintenance costs.

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

### **7.1 Policy Committee Update**

Beulah Sandoval stated the Policy Committee met on Tuesday, July 26 and discussed the following:

1. Reviewing MCS current policies to determine if any policies overlap each other.
2. A policy on retiring Jerseys.
3. Deborah Bennett Anderson recommended a Facility Policy regarding the use of MCS Facilities utilized by guests.

### **7.3 Nomination Committee Update**

There was no Nomination Committee update.

## **8. PERFORMANCE**

### **8.1 Director's Update**

Director Janette Archuleta advised the Board on the following:

1. Director Archuleta stated student registration has started this week. Registration schedule is listed on the MCS Website.
2. In preparation for construction, Student parking and drop off map is being communicated to parents during registration. A temporary fence is being placed behind Bachman building for guest and student parking.
3. Bid for contractors is on Thursday, August 4, 2016.
4. A formal ground breaking will be held when students return.

### **8.2 School Advisory Committee Update**

There was no School Advisory Committee update.

### **8.3 Academic Oversight Committee Update**

There was no Academic Oversight Committee update.

## **9. GOVERNANCE BOARD COMMENTS**

## **10. EXECUTIVE SESSION**

The Board entered into Executive Session at 6:32 pm. Anthony Sena conducted roll call.

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

## **11. RESUME REGULAR SESSION**

Roll call was conducted to resume regular session, was resumed at 8:40 pm, all aye.

## **12. NEXT MEETING DATE**

The next regular Board meeting will be Thursday, August 4, 6:00 pm. Special Governance Board meeting scheduled for Tuesday, August 2, 2016, at 6:00 pm.

## **13. ADJOURN**

The motion to adjourn was made at 8:49 p.m., by Deborah Bennett Anderson and seconded by Beulah Sandoval. The motion carried unanimously.