

McCurdy Charter School Governance Board Meeting

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

Thursday, July 7, 2016

6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

Chairperson Deborah Bennett Anderson called the meeting to order at 6:08 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 Treasurer Nancy O'Bryan.

MEMBERS ABSENT: Member Beaulah Sandoval.

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

3. APPROVAL OF AGENDA:*

A motion to approve the Agenda was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

4. APPROVAL OF MINUTES*(06/02/2016) BOARD MEETING

A motion to approve 06/02/2016 Board meeting minutes was made by Chris Martinez and seconded by Nancy O'Bryan. 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 Contracts*

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

6.2.1 School Tech Solutions*

The Contractor, School Tech Solutions, shall provide technology project management, design, integration, training support, and consulting services. The total amount payable including extra work and reimbursable expenses, shall not exceed \$29,138.00 including applicable taxes. A motion to approve the School Tech Solutions contract was made by Nancy O'Bryan and seconded by Chris Martinez. Motion carried unanimously.

6.2.2 Matthews Fox*

The Contractor, Matthews Fox, will provide legal counsel. The total amount payable not to exceed \$60K, with an hourly rate of \$200/hr. A motion to approve the Matthews Fox contract was made by Nancy O'Bryan and seconded by Anthony Sena. Motion carried unanimously.

6.2.3 Deanna Gomez*

The Contractor, Deanna Gomez, Business Managers, will provide financial management services related to MCS activity from July 1, 2016 through June 30, 2017 and not to exceed \$59,940.00.

A motion to approve the Business Manager's contract was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

6.2.4 Other*

Food Service Contract with McCurdy Ministries*

The current food services contract with McCurdy Ministries was presented for renewal for one more year of the four year term. A motion to renew the food services contract for July 1, 2016 to

June 30, 2017 was made Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

The Association of Charter School Education Services (ACES)*

A motion to approve MCS joining ACES at no cost was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

6.3 Charter Schools Development Corporation Letter of Intent*

No action taken.

6.4 Finance Committee Update

There was no Finance Committee update.

7. POLICY/BYLAWS DEVELOPMENT & REVIEW

7.1 Policy Committee Update

There was no Policy Committee update.

7.2 Hand Book Changes proposed*

Director Janette Archuleta proposed the following changes to Student and Family handbook:

1. Proposed addition: On Fridays, students are encouraged to wear Bobcat t-shirts or university/college shirts. Uniform bottoms must be worn. No professional sports team shirts will be allowed

2. Proposed change: Page 36, Student and Parent Handbook: Cold Weather Attire; during cold weather outerwear should closely follow general uniform code with consideration to safety, school pride, and professionalism. Any deviation from this which disrupts learning in any way will be addressed with alternatives such as, although not limited to, report to family and/or a request for them to replace outerwear or change to other garments. Color preferences remain: solid white, red navy, royal blue gray, and black. Outerwear includes jackets, coats, sweaters, vests, and sweatshirts (zipped or pullover).

3. Proposed change: Page 37, 4.8 Cyber Bullying: delete "repeatedly".

A motion to approve the three proposed changes to the student handbook was made by Nancy O'Bryan and seconded by Chris Martinez. The motion carried unanimously.

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 current enrollment for 2016-2017 school year is 555.
2. In preparation for construction, Secondary Staff & Central office staff will have assigned parking in front of Bachman Administration Building, Secondary students with parking permits behind secondary school and Bachman building. Elementary Staff will park near the elementary school. Secondary drop off will be through main campus entrance. Elementary drop off is not changing.
3. Registration for students will be the last week of July, dates and times have been listed on the MCS website.
4. MCS is fully staffed, with the addition of a Secondary English Teacher, Secondary Educational Assistant and campus Security Guard.
5. Reorganization of some teachers in the Elementary School has occurred due to budgeting.

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 7:13 pm.

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

10.2 Personnel – Director's Evaluation, NMSA 1978 §10-15-1(H)(2).

11. RESUME REGULAR SESSION

Roll call was conducted to resume regular session, was resumed at 7:34 pm, all aye.

12. NEXT MEETING DATE

The next regular Board meeting will be Thursday, July 21, 6:00 pm. Special Governance Board meeting scheduled for Tuesday, July 12, 2016, at 3:00 pm.

13. ADJOURN

The motion to adjourn was made at 7:36 pm, by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.