

# McCurdy Charter School Governance Board Meeting

MCS Building Room #A-210  
515 Camino Arbolera, Espanola, NM 87532  
Thursday, October 19, 2017  
6:00 p.m.

## Meeting Minutes

### 1. WELCOME & CALL TO ORDER

Meeting called to order at 6:06 p.m. by Chairperson Deborah Bennett Anderson.

### 2. ROLL CALL OF MCS GOVERNANCE BOARD

Secretary Chris Martinez conducted roll call. A quorum was present.

**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:** Michele Lucci, Director, Donna Wollmann, Dean of Students and Carrie Vigil, Assistant Business Manager/HR.

### 3. APPROVAL OF AGENDA:\*

A motion to approve the Agenda as amended, moving item 6.3 NM DASH\* to 8.4, was made by Nancy O'Bryan and seconded by Chris Martinez. The motion carried unanimously.

### 4. APPROVAL OF MINUTES\* (9/21/2017) BOARD MEETING

A motion to approve the 9/21/2017 Board meeting minutes as amended, correcting the spelling of 'Beulah' in item 11, was made by Nancy O'Bryan and seconded by Anthony Sena. The motion carried unanimously.

### 5. OPEN FORUM: PUBLIC MEETING

Ms. Janette Archuleta advised the Board on the following items:

1. Rio Arriba County Grant which funds MCS Stay In School coach and recommends Board and Director of MCS involvement with the Rio Arriba County Grant Board. State wide meeting is scheduled for October 26, 2017 and the next Grant Board meeting is November 9, 2017.
2. Annual site visit - an updated safety plan, policies, updating job descriptions, and Title IX Assurance are some of the things to be ready for.
3. Capital Outlay - requests coming due soon.

Mr. Adan Trujillo, father of two students attending MCS, addressed the Board with his concern of the ski club being taken away from the students and felt that for students who are doing well, that this should be an incentive for them. Mr. Trujillo also stated that he and his wife are really impressed with Mrs. Samora and their love for McCurdy Charter School. Mr. Trujillo asked about the possibility of installing some sort of shade structure for the elementary playground. Mr. Trujillo also suggested a mural of a bobcat on the large wall space on the south and west wall be created to be seen from the football field. Mrs. Lucci advised Mr. Trujillo the ski club is not being taken away and is still in place.

Ms. Anna Martinez, mother of a student attending MCS, addressed the Board with her concern of programs not being offered such as JROTC and AVID. Mrs. Lucci assured Ms. Martinez that AVID is still being offered and no intention of taking AVID away. The JROTC program was taught by Mr. Money who is no longer with MCS and unsure why it was not funded this year. Mrs. Lucci will look further into the JROTC program.

Mr. Alfredo Vallo, father of two students attending MCS, addressed the Board with his concerns regarding transportation for athletics. Carrie Vigil reported to Mr. Vallo and the Board that

Christian Lopez, Athletic Coordinator, is now overseeing the scheduling of the bus for all activities to ensure proper scheduling.

## **6. FINANCIAL MANAGEMENT**

### **6.1 Monthly Financial Reports\***

There were no Monthly Financial Reports presented. Business Manager Deanna Gomez reported that the annual state audit is underway.

### **6.2 BARS\***

The following BARS were presented:

BAR 547-0000-1718-0001-I is an increase for Fund 31400 Special Capital Outlay for prior year award that was allowed to be carried over in the amount of \$100,000.00. Library/Technology Capital Outlay award.

BAR 547-000-1718-0002-I is an increase for Fund 24183 USDA Equipment for prior year award that was allowed to be carried over in the amount of \$24,981.00.

BAR 510-000-1718-0003-IB- is an initial award for Fund 27103 Dual Credit Instructional Materials in the amount of \$1,800.00

BAR 510-000-1718-0004-I is an increase award for Fund 27107 Library Funding in the amount of \$4,075.00.

BAR 510-000-1718-0005-IB is an initial award for Fund 31200 Lease Assistance in the amount of \$388,372.00.

A motion to approve the 5 BARS was made by Nancy O'Bryan and seconded by Chris Martinez.

The motion carried unanimously.

### **6.3 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 Nomination Committee Updates**

Mr. Anthony Sena stated that he tried to contact a person who was referred to him as a potential candidate and no call has been returned. Mr. Sena also stated he and Nancy O'Bryan have met with candidate Marcie Davis.

### **7.3 Interview of Governance Board Candidate\***

Mr. Anthony Sena, introduced Ms. Marcie Davis to the Board. Ms. Davis introduced herself and provided information about who she is and why she feels she wants to dedicate her time to MCS and serve on the MCS Governance Board. The MCS Governance initiated questions to Ms. Davis regarding her experience writing grants, skills to bring to the Board, high and low points to serving on a Board, committees Ms. Davis would be interested in, what Ms. Davis's take on PARCC testing is, and her knowledge of new regulations from NMPED. After a question session, the Board informed Ms. Davis that she would be contacted soon.

## **8. PERFORMANCE**

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

Director Michele Lucci advised the Board on the following:

1. Facilities
  - a) A fence was installed between the student parking and the playground.
  - b) In the gym, the scoreboards are not working. It will cost approximately \$11,000 to replace both scoreboards. Christian is currently searching for an electrician that might be able to repair them, which would be a much lower cost.
  - c) The gym floor was damaged due to leaks from the roof. This leak was caused by roofers who did not seal the roof during execution of the VIP contract. VIP is covering the cost of these repairs.
2. Compliance
  - a) 40 day-count has been submitted to PED
  - b) Governor's First Grade Reading Report has been submitted to NMPED

- c) We received a Library Book Resource Grant totaling \$4075.00
- d) NM DASH School Improvement Paperwork has been submitted to the Priority Schools Bureau and to the PEC.
- 3. Instruction
  - a) SUCCESSMAKER labs are up and running for grades K-8. All students in these grades are using these programs daily.
- 4. Safety
  - a) There has been some issues with discipline in the upper school. We are looking at hiring security officers.
- 5. Gala

The date is set for February 3, 2018 at 6:00. The event will be at Buffalo Thunder. The ticket price will remain at \$60.00. We have currently sent 247 letters asking for donations.

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

Secretary Chris Martinez stated a meeting is being scheduled for late October.

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

Nancy O'Bryan reported that the DASH report was ready for review.

### **8.4 NM DASH\***

No action was taken regarding the NM DASH report.

## **9. GOVERNANCE BOARD COMMENTS**

Chris Martinez talked about the possibility of rotating committee memberships. Deborah Bennett Anderson suggested retuning to two Board meetings per month and each meeting would focus on a different committee.

## **10. EXECUTIVE SESSION**

Nancy O'Bryan moved to enter Executive Session for the purpose of discussing personnel matters as authorized by NMSA 1978 §10 -15-1(H) (2). The motion was seconded by Anthony Sena. After a unanimous roll call vote, the Board entered Executive Session at 8:38 p.m.

## **11. RESUME REGULAR SESSION**

Regular session resumed at 9:46 pm.

## **12. SALARY ADJUSTMENT\***

Anthony Sena moved to table action on salary adjustment. Beulah Sandoval seconded the motion.

## **13. NEXT MEETING DATE**

The next meeting date was set for November 16, 2017.

## **14. ADJOURN**

The motion to adjourn was made at 9:49 p.m. by Nancy O'Bryan and was seconded by Anthony Sena. The motion carried unanimously.