

McCurdy Charter School Governance Board Meeting

MCS Building Room #A-220
515 Camino Arbolera, Espanola, NM 87532
Thursday, March 1, 2018
6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

The meeting was called to order at 6:07 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, Member Marcie Davis, and Member Adán Trujillo.

MEMBERS ABSENT: Beulah Sandoval

OTHERS ABSENT: Director Michele Lucci

OTHERS PRESENT: Deanna Gomez, Business Manager and Carrie Vigil, Human Resources Manager.

3. APPROVAL OF AGENDA:

Nancy O'Bryan moved to approve the agenda, removing items 5 and 10 due to Director Lucci's absence. The motion was seconded by Anthony Sena. The motion passed unanimously.

4. APPROVAL OF MINUTES (02/08/2018, and 02/15/2018) Board Minutes

Nancy O'Bryan moved to approve the minutes of 02/08/2018 with a correction to Section 5, Item #3 as noted. Marcie Davis seconded the motion and it carried unanimously, with Member Adán Trujillo abstaining. Marcie Davis moved to approve the minutes of 02/15/2018 as presented. Nancy O'Bryan seconded the motion and it carried unanimously.

5. TEACHER FORUM RESULTS:

Deborah Anderson reported that she, Nancy O'Bryan, and Marcie Davis met with teachers in a formal process for communication and feedback. The Board members who participated reported that it was a very informative process. Issues raised included Special Education, school morale, academic rigor, business office operations, teacher evaluations, student discipline, and the culture and attitude around the MCS campus. Responding to a question from Member Adán Trujillo, Chair Anderson reported that the Teacher Forum input could be used for budget planning and the Director's evaluation.

6. OPEN FORUM: PUBLIC MEETING:

Several members of the public asked to address the Board. Parent John Peterson expressed his concern with the shortage of textbooks, particularly in 7th grade Spanish. Treasurer Nancy O'Bryan reported that she would explore available funds for textbooks, and that the allocated budget for 540 students was \$17,000, presenting a challenge. Several parents expressed concern that some instruction was to take place using Chromebooks, but that it hadn't happened. Parents Audrey Valdez and Veronica Dean asked the Board to consider using survey tools for parent feedback and to have certified teachers prepare lesson plans for substitutes if possible. Parent Veronica Dean expressed concern that parents are often not notified when their students are involved in discipline issues, as had been done in prior years. Parent Yvette Valencia asked about the use of grant money for MCS. Parent Kelly Martinez expressed that the administration being down to (2) was impacting the ability to oversee both the elementary and the secondary floors. Parent David Lujan addressed the Board with concerns about how bullying issues are handled and how the recent lockdown was carried out. Mr. Lujan suggested that MCS approach LANL for assistance in lockdown training.

7. FINANCIAL MANAGEMENT

7.1 Monthly Financial Reports:

Business Manager Deanna Gomez reported that she would like to review financial reports with the board in a training session. Member Marcie Davis asked if it was MCS protocol for the Director and the Dean to be signatures on MCS checks.

7.2 BARs:

Deanna presented the following BARs to the board for approval:

BAR 547-000-1718-0006-I is an increase BAR to Fund 14000, Instructional Materials. Final funded distribution, based on 40 day numbers, is in the amount of \$2,166.00. This makes our final revenue expectation for FY18 \$17,217.52.

BAR 547-000-1718-0007-I is an increase BAR to Fund 11000, Operational Budget. This BAR is to budget 40 day membership increase plus a unit value increase. The unit value increased by \$30.71. The increase is in the amount of \$96,309.30. This increase makes the School's final SEG for FY18 \$3,338,259.21.

Chris Martinez moved to approved BAR 547-000-1718-0006-I and BAR 547-000-1718-0007-I as presented and it was seconded by Nancy O'Bryan. The motion passed unanimously.

8. POLICY/BYLAWS DEVELOPMENT & REVIEW

8.1 Annual Conflict of Interest/Code of Ethics:

Forms were presented to the Governance Board to review and sign.

8.2 Policy Committee Update:

Marcia Davis reported that the committee met and reviewed the Student Handbook –Dress Code-MCS Uniform Policy and discussed revising to allow denim jeans in blue, black and khaki.

8.3 Nomination Committee Updates:

Vice Chairman Anthony Sena introduced Mr. Juan Valdez and reported that the Nomination Committee was recommending that he join the Board.

8.4 Governance Board Nomination:

Member Adán Trujillo moved to approve Mr. Valdez's nomination. Nancy O'Bryan seconded the motion, and it passed unanimously.

9. GOVERNANCE BOARD COMMENTS

There were no comments from the Governance Board.

10. EXECUTIVE SESSION

After a roll call vote, the Board entered Executive Session at 8:36 pm.

11. RESUME REGULAR SESSION

The Board resumed Regular Session at 10:33 pm. The only topic discussed during the Executive Session was the Director's evaluation.

12. NEXT MEETING DATE:

The next regular meeting was scheduled for March 15, 2018, at 6:00 pm.

13. ADJOURN

The motion to adjourn was made at 10:36 p.m. by Nancy O'Bryan and was seconded by Anthony Sena. The motion carried unanimously.