

McCurdy Charter School Governance Board Meeting

Pringle Building Conference Room
515 Camino Arbolera, Espanola, NM 87532
Thursday, August 9, 2018
6:00 p.m.

Meeting Minutes

1. WELCOME & CALL TO ORDER

The meeting was called to order at 6:20 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, Treasurer Nancy O'Bryan, Secretary Chris Martinez, Member Juan Valdez, Member Crystal Espinoza.

MEMBERS ABSENT: Vice-Chairperson Anthony Sena, Member Beulah Sandoval, Member Marcie Davis, Member Adán Trujillo.

OTHERS PRESENT: Elementary Coordinator Bernadette Tixier-French, Business Manager Deanna Gomez (by videoconference).

3. APPROVAL OF AGENDA:

Juan Valdez moved to approve the agenda, with the revision to place item 8.4, Memorial Gym Floor, following Open Forum. The motion was seconded by Nancy O'Bryan. The motion passed 3-0 (member Crystal Espinoza not voting pending completion of required new board member training).

4. APPROVE MINUTES:

Juan Valdez moved to approve the minutes for 7/26/2018 as presented. Chris Martinez seconded, and the motion passed 2-0, with Nancy O'Bryan abstaining, citing her absence at the July 26 meeting.

5. OPEN FORUM:

Mr. Levi Olivas addressed the Board regarding the Espanola Spartans youth football league, asking for the league to be promoted with the help of MCS. Chairperson Anderson stated that MCS could help promote the league through distributing information at the school.

6. FINANCIAL MANAGEMENT:

6.1 End of Year Financial Reports: There was no update. Business Manager Deanna Gomez reported that financial data should be ready to be sent out to the Board by Friday.

6.2 End of Year BAR ratifications: Nancy O'Bryan moved to ratify the following BARs presented by Business Manager Deanna Gomez:

BAR 547-000-1718-0008-IB, initial BAR for Fund 27128, \$1,333

BAR 547-000-1718-0009-I, increase BAR for Fund 31701, \$344,283

BAR 547-000-1718-0010-I, increase Bar for Fund 31700, \$31,148

BAR 547-000-1718-0011-I, increase BAR for Fund 27103, \$615

BAR 547-000-1718-0014-I, increase BAR for Fund 14000, \$8,148

BAR 547-000-0015-I, increase BAR for Fund 21000, \$6,247

BAR 547-000-1718-0018-I, increase BAR for Fund 24101, \$35,759

BAR 547-000-1718-0019-I, increase BAR for Fund 24106, \$32,168

BAR 547-000-1718-0020-M, maintenance BAR for Fund 24154, Title II, to move monies to actual needs of the school

BAR 547-000-1718-0021-I, increase BAR for Fund 11000, \$26,320

BAR 547-000-1718-0022, increase BAR for Fund 11000, \$103,056

BAR 547-000-1718-0023-D, increase BAR for Fund 11000, to account for a decrease in Impact Aid funding retained by the State, \$-16,531

BAR 547-000-1718-0024-I, increase BAR for Fund 11000, \$22,042

- 6.3 **Grant Approvals:** No update.
 - 6.4 **Food Services Contract:** Chairperson Anderson reported on the status of reaching an agreement on a contract with McCurdy Ministries.
 - 6.5 **Bank Signature Authority:** Chairperson Anderson stated that Bernadette French and Sarah Tario need to be added to the signature card at Century Bank. Juan Valdez inquired about the status of ratifying the requirement that one signature on all school checks be that of a board member. There was discussion on the relevant policy. Chris Martinez moved to approve the addition of Bernadette French and Sarah Tario as signatories at Century Bank. Nancy O'Bryan seconded the motion and it passed 3-0.
 - 6.6 **Domestic Partner Insurance:** Chairperson Anderson reported that a teacher hire had ultimately backed out due to there being no domestic partner insurance coverage offered by MCS. Chairperson Anderson explained that in order to have the coverage added to MCS's policy, there needed to be a resolution passed by the Board. Chairperson Anderson tasked Nancy O'Bryan with drafting a resolution, to be considered for approval at the next Board meeting.
 - 6.7 **Finance Committee Update:** No update.
- 7. POLICY/BYLAWS DEVELOPMENT & REVIEW:**
- 7.1 **Policy Committee Update**
 - 7.1.1 **Enrollment Policy:** No update.
 - 7.1.2 **McKinney Vento:** Chairperson Anderson reported that a template has been submitted to PED stating that MCS agrees to follow the McKinney Vento policy regarding homeless families at MCS, and that an MCS policy will need to be passed.
 - 7.1.3 **MCS Policy K-002 Indian Policies and Procedures (annual):** The current policy was reviewed and discussed by the Board. Chris Martinez moved to approve the revised Indian Procedures document. Juan Valdez seconded, and the motion passed 3-0.
 - 7.2 **Nomination Committee Update:** No update.
- 8. PERFORMANCE**
- 8.1 **Director's Report: Preparations for the School Year:** Elementary Coordinator Bernadette French gave an update on school activities. Enrollment was reported at 508, which does not include students currently on the waiting list. Open House for the new school year is scheduled for August 16, from 5:30 pm to 7:00 pm.
 - 8.2 **Academic Oversight Committee:** No update.
 - 8.3 **School Advisory Committee:** No update.
 - 8.4 **Memorial Gym Floor:** Athletic Coordinator Christian Lopez spoke about the situation with the floor in Memorial Gym. Roof and gutter leaks resulted in flooding, damaging the wood floor. It was reported that there exists (2) options for repair; either close the gym for up to 8 weeks and repair, or perform a temporary repair on the damaged area and finish the floor at the end of the school year. Mr. Lopez stated that the second option would be pursued.
- 9. GOVERNANCE BOARD COMMENTS:** Nancy O'Bryan asked staff to provide a maintenance schedule for cleaning gutters, testing fire alarms, etc.
- 10. NEXT MEETING DATE:** The next meeting date is scheduled for September 6 at 6:00 pm.
- 11. ADJOURN:** Juan Valdez moved to adjourn the meeting at 8:12 pm. Nancy O'Bryan seconded the motion and it passed 3-0.