



The MASTERS Program

Early College Charter High School

Governing Council Meeting

Tuesday, August 10, 2021 5:00 – 7:00 P.M.
Santa Fe, New Mexico

TMP Admin is inviting you to a scheduled Zoom meeting

Meeting ID: 984 2778 4040

Passcode: TMP2021

DRAFT Minutes

I. Roll Call 5:02 p.m.

Governing Council members attending:

John Bishop (*Founder, Ex-officio non-voting*), Rick Eppenstiner, Marcos Maez, Lupita Perez, Steve Ferree, Melynn Schuyler

Governing Council members and staff not attending:

Steven Stauss

Guests, Faculty, and Staff:

Chris Gilman & Rebekah Runyan (*K-12 Accounting: TMP Business Manager*), Reid Wessels (*Head of School*)

Recording Secretary: Rick Eppenstiner

II. Discuss and vote on this agenda

Melynn Schuyler moved to approve the agenda as presented, second by Lupita Perez, passed unanimously.

III. Discuss and vote on July 13, 2021 GC Meeting Minutes

Lupita Perez moved to approve the minutes as presented, second by Steve Ferree, passed unanimously.

IV. Public Comments (Up to 2 minutes per person)

- a. No Comments were presented.

V. Discuss and vote on new Governing Council member

- a. Reid Wessels noted that David Worsley had visited the school and that the resulting discussion had been excellent. All agreed that David is an excellent choice to join the Governing Council.
- b. Melynn Schuyler moved to approve David Worsley as a new voting member, second by Steve Ferree, passed unanimously.

VI. Report of the Finance Committee

a. review and recommend approval or disapproval of July 2021 disbursements

The committee met in prior work session to review July disbursements. Based on the committee's recommendation, Melynn Schuyler moved to approve the disbursements as presented, second by Rick Eppenstiner, passed unanimously by roll call vote.

b. review and recommend approval or disapproval of BARs

Based on the committee's recommendation, Rick Eppenstiner moved to approve as presented BAR 2122-0001-IB: \$10,000; second by Melynn Schuyler, passed unanimously by roll call vote.

c. review and recommend approval or disapproval of purchase orders over \$20,000

Based on the committee's recommendation, Melynn Schuyler moved to approve as presented POs 2022-017 Network 24/7: \$39,569.10 IT Services; 2022-018 NMPSIA Risk: \$44,079.00 FY22 Insurance; 2022-032 SFCC: \$124,433.36 Lease; 2022-053 ACES: \$125,196.60 K12accounting; second by Rick Eppenstiner, passed unanimously by roll call vote.

VII. Discuss and vote on an updated Covid-19 Handbook for 2021-2022

- a. Reid Wessels presented an overview of the proposed Covid-19 Handbook changes for 2021-2022.
- b. Rick Eppenstiner moved to approve the changes as presented, second by Steve Ferree, passed unanimously by roll call vote.

VIII. Report of the Head of School

The following notes apply:

- a. There are approximately 279 students registered for the school year just beginning. Our charter limits our number of students to 280.
- b. The orientation events are being staggered to accommodate the number of populations.

IX. Report of the Faculty Representative

- a. A faculty representative for the upcoming year has not been selected.

X. Report of the Student Representative

- a. A student representative for the upcoming year has not been selected.

XI. Report of the Audit Committee

- a. No report this period.

XII. Report of the Business Manager

- a. The transition went very smoothly.
- b. The team will be transitioning to paperless reporting. Adobe Sign will be used for documents requiring signatures.

XIII. Open discussion of additional topics or issues from GC members

- a. Neither additional topics nor issues were presented.

XIV. Adjournment

Motion to adjourn the meeting by Steve Ferree, second by Lupita Perez, passed without dissent. Meeting adjourned at 6:04 p.m.

FY2022/2023 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none"> • 7/13/2021 • 8/10 • 9/14 • 10/12 • 11/9 • 12/14 	<ul style="list-style-type: none"> • 1/11/2022 • 2/8 • 3/8 • 4/12 • 5/10 • 6/14
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Minutes approved by The MASTERS Program Governance Council on September 14, 2021.

Governing Council President