



The MASTERS Program

Early College Charter High School

Governing Council Meeting

November 12, 2019 5:00 – 7:00 P.M.

Santa Fe Community College – President's Conference Room 108
Santa Fe, New Mexico

Minutes

I. Roll Call 5:04 p.m.

Governing Council members attending: Robert Gutierrez, Shalimar Krebs, Marcos Maez, Lori Miller (*Faculty Representative*), Forest Nelson (*Student Representative*), Lupita Perez (*Parent Representative*), Ahlum Scarola, Lori Spillman, John Triolo

Governing Council members and staff not attending: John Bishop (*Founder, Ex-officio non-voting*), Gary Clendenen, Kelly Smith

Guests, Faculty, and Staff: Lisa Lucas (*Business Manager*), Anne Salzmann (*Head of School*)

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

GC members welcomed Lupita Perez as the parent representative for this school year. Lupita introduced herself, saying her son, Carlos, is an avid football player and is very happy to be a TMP student. Lupita has been a supervisor with CYFD for five years.

Marcos Maez moved to approve this agenda, second by Lori Spillman, passed unanimously.

III. Discuss and vote on October 8, 2019 meeting minutes

John Triolo moved to approve the minutes, second by Marcos Maez, passed unanimously.

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

None

V. Report of the Finance Committee

a. review and recommend approval or disapproval of October 2019 disbursements

The committee met in prior work session to review October disbursements. Anne Salzmänn gave an overview of the Finance Committee's review process for new members. Marcos Maez provided highlights of expenditures, noting nothing out of the ordinary. Based on the committee's recommendation, John Triolo moved to approve the disbursements as presented, second by Ahlum Scarola, passed unanimously.

b. review and recommend approval or disapproval of BARs none

Based on the committee's recommendation and following discussion, Ahlum Scarola moved to approve as presented BARs 519-000-1920-0007-M: \$33,268, net effect zero; 519-000-1920-0008-M: \$5,000, net effect zero; 519-000-1920-0009-M: \$8,252, net effect zero; second by Lori Spillman, passed unanimously.

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

Following discussion of details, John Triolo moved to approve as presented POs 2020-094 to 2020 096: \$35,820 May Center – SPED Diagnostics; 2020-097: \$154,000 SFCC – Student Meal Cards; 2020-126: \$146,067 School Furnishing Unlimited – Room 325 Furniture; second by Ahlum Scarola, passed unanimously.

Anne Salzmänn pointed out that IDEA-B Grant paid SPED Diagnostics and that SB-9 Local Funding is restricted exclusively for furniture.

VI. Discussion regarding the creation of a foundation

Anne Salzmänn, Lisa Lucas, and Shalimar Krebs met with Floyd Trujillo, a board member for Turquoise Trail who has experience creating and working with foundations. Foundation funds are less restrictive to operationalize than pass through funds, allowing freedom to do things such as student trips and scholarships. It could be a way to help offset loss of small school funding. Anne sees the benefit also as a "holding tank" for incoming funds from outside sources. We would need approval as a 501C3 and a separate board, with some cross over members. All agreed it is a worthwhile discussion, and may ask Floyd Trujillo to come to a GC meeting in early 2020 if interest warrants.

VII. Report of the Head of School

Anne Salzmänn provided commentary for her written report, highlighting some concerns and issues with the new 9th grade, along with staff discussions about changes for the second semester. TMP will continue to take 9th graders next year. We already have a lot of interest from siblings of current students who want to be in TMP's 9th grade next year. Shalimar Krebs reported on feedback from some SFCC faculty about groups of TMP students not getting their work in and saying they have issues using a computer. Anne related this as a symptom of broad global issues that are causing unprecedented levels of fear and anxiety for kids.

VIII. Report of the Faculty Representative

Lori Miller reported on her visit to Laurence University (Davis Scholarship) which was very special given the hosts' caring attention to details. Overall, the 10th grade teachers she queried are pleased with students' progress. Lori completed a record number of enrollments and is currently working on scheduling the SAT for juniors. TMP teachers will administer the test.

IX. Report of the Student Representative

Forest Nelson related there is some of the usual stress associated with end of semester coming. Overall morale is pretty good, given the current state of our country and young peoples' feeling hopeless about climate change and negative social media impacts. He got no constructive feedback from students about the tardy policy. Older students are seeing some settling in of 9th graders now and believe we need an integration plan that includes getting systematic feedback. First semester was a little bit of a shock for them and maybe we need to consider this for future years.

X. Report of the Audit Committee

Marcos Maez reported that Shalimar Krebs, Gary Clendenen, John Triolo, Robert Shankin, Anne Salzmann, and Lisa Lucas met with Auditors on October 28, 2019, for the Audit Exit Conference. The audit will be issued to the Office of the State Auditor by November 20 and released to the public in January 2020.

XI. Report of the Business Manager

Topics were included in reports earlier in the agenda.

XII. Open discussion of additional topics or issues from GC members:

Update on project plan status for recruitment and hiring for Head of School:
Eleven applications have been received to date. Interviews will start next week.

XIII. Adjournment

Marcos Maez moved to adjourn the meeting at 6:07 p.m., second by Ahlum Scarola, passed unanimously.

2019/2020 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none">• No meeting in July• 8/20 (3rd Tuesday)• 9/10• 10/8• 11/12• 12/10	<ul style="list-style-type: none">• 1/14/2020• 2/11• 3/10• 4/14• 5/12• 6/9
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Minutes approved by The MASTERS Program Governance Council on December 10, 2019.

Governing Council President