



The MASTERS Program

Early College Charter High School

Governing Council Meeting

Tuesday, September 8, 2020 5:00 – 7:00 P.M.
Santa Fe, New Mexico

TMP Admin is inviting you to a scheduled Zoom meeting
Meeting ID: 838 3281 3510

DRAFT Minutes

I. Roll Call 5:05 p.m.

Governing Council members attending: Gary Clendenen, Robert Gutierrez, Shalimar Krebs, Marcos Maez, Lupita Perez

Governing Council members and staff not attending: John Bishop (*Founder, Ex-officio non-voting*), Steve Ferree

Guests, Faculty, and Staff: Lisa Lucas (*Business Manager*), Lori Miller, Reid Wessels (*Head of School*)

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

Gary Clendenen moved to approve the agenda as presented, second by Marcos Maez, passed unanimously.

III. Discuss and vote on August 11, 2020 GC Meeting Minutes

Gary Clendenen moved to approve the minutes as presented, second by Lupita Perez, passed unanimously.

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

No public comments.

V. Report of the Finance Committee

a. review and recommend approval or disapproval of August 2020 disbursements

The committee met in prior work session to review August 2020 disbursements. Based on the committee's recommendation, Gary Clendenen moved to approve the disbursements as presented, second by Lupita Perez, passed unanimously by roll call vote.

b. review and recommend approval or disapproval of BARs

Based on the committee's recommendation and following discussion to clarify questions, Gary Clendenen moved to approve as presented BARs 519-000-2021--0001-M: \$241,122; 519-000-2021--0001-M: \$16,051; BAR 519-000-2021-0003-I: \$824; BAR 519-000-2021-0004-IB: \$116,846; BAR 519-000-2021-0005-M: \$2,700; BAR 519-000-2021-0006-I:\$197,475; second by Marcos Maez, passed unanimously by roll call vote.

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

Gary Clendenen moved to approve as presented PO 2021-076, 077, 081 \$46,020 May Center – FY2021 Diagnostic Testing and Tutoring for SPED Students funded through the IDEA-B Grant; second by Lupita Perez, passed unanimously by roll call vote.

VI. Report of the Head of School

Reid Wessels highlighted from his report the very fluid process TMP continues to manage related to Covid-19 impacts. Overall, student orientation was very successful in a challenging outside environment, with heat and smoke! The decision to either extend remote learning for the semester or move to a hybrid learning environment will need to be voted at the October GC meeting. Remote attendance is mostly good; students are positive but frustrated with remote. All the faculty and staff remain very aware of the social and emotional states of our students, while doing our best to be proactively supportive. Enrollment remains steady with no withdrawals to date.

VII. Report of the Faculty Representative

No report (open position). We will have a new representative before the October meeting.

Lori Miller is staying in close touch with students. Many are worried about college planning. Scheduling continues to be a dynamic situation that will carry into October. Fridays are used for advisory hours with students (in lieu of projects.) This provides valuable support for questions about Canvas, open discussions with students, and real-time questions to trouble shoot. Teachers use this much-needed time for logistics and making students calls.

VIII. Report of the Student Representative

No report (open position). Multiple students have submitted videos. The student body will elect their representative, hopefully before the October GC meeting.

IX. Report of the Audit Committee

Lisa Lucas reported that the committee met with the auditors during an onsite progress meeting. The draft financials and audit report are pending.

X. Report of the Business Manager

Lisa Lucas reported that TMP received a \$3,000 homeless grant. She also reminded GC members that a vote to determine this year’s GC member roster needs to be an agenda topic for the October meeting.

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

No additional topics were raised.

XII. Adjournment

Motion to adjourn the meeting by Marcos Maez, second by Gary Clendenen, passed without dissent. Meeting adjourned at 6:06p.m.

2020/2021 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none"> • No meeting in July • 8/11 • 9/8 • 10/13 • 11/10 • 12/8 	<ul style="list-style-type: none"> • 1/12/2021 • 2/9 • 3/9 • 4/13 • 5/11 • 6/8
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Minutes approved by The MASTERS Program Governance Council on October 13, 2020.

Governing Council President