



The MASTERS Program

Early College Charter High School

Governing Council Meeting

Tuesday, November 9, 2021 5:00 – 7:00 P.M.
SFCC Lower Level Room 310 (In-person option)
Santa Fe, New Mexico

TMP Admin is inviting you to a scheduled Zoom meeting

Meeting ID: 814 1897 1501

Passcode: TMP\$2021

DRAFT Minutes Rev. 1

I. Roll Call 5:08 p.m.

Governing Council members attending:

Rick Eppenstiner, Steve Ferree, Marcos Maez, Lupita Perez, Melynn Schuyler, Steven Stauss, David Worsley

Governing Council members and staff not attending:

John Bishop (*Founder, Ex-officio non-voting*)

Guests, Faculty, and Staff:

Isaac Burdwell (*Student Representative*), Chris Gilman (*TMP Business Manager*), Lori Miller (*TMP Director Guidance Counseling*), Jon Pyle (*Faculty Representative*), Reid Wessels (*Head of School*)

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

Steven Stauss moved to approve the agenda as presented, second by Rick Eppenstiner, passed unanimously.

III. Discuss and vote on October 12, 2021 GC Meeting Minutes

Steven Stauss moved to approve the minutes as presented, second by Melynn Schuyler, 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 2021 disbursements

The committee met in prior work session to review October disbursements. Lupita Perez provided an overview of standard disbursements, including two payrolls. Based on the committee's recommendation, Rick Eppenstiner moved to approve the disbursements as presented, second by David Worsley, passed unanimously by roll call vote.

b. review and recommend approval or disapproval of BARs

Lupita Perez provided highlights for one BAR. Steve Ferree moved to approve BAR 2122-0005-I 31600 - Capital Improvements HB-33 Increase \$6,185, as presented; second by Rick Eppenstiner; passed unanimously by roll call vote.

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

The committee presented one PO, disbursement for fifty additional student Dell Laptops to update the last batch of older ones. Steven Stauss moved to approve PO 2022-092: \$49,179.50 as presented, second by David Worsley, passed unanimously by roll call vote.

VI. Discuss and vote on an exemption of two elective credits toward 2021-2022 graduation

Lori Miller explained the rationale for making a temporary exemption for two elective credits for the third year in a row, through spring semester 2022. This is a continuation of TMP's response to COVID, and specifically implications for graduating seniors. The GC previously approved temporary exemptions of 2 elective credits in support of 2021 and 2020 graduates. Reid Wessels would again sign a waiver form for the handful of affected seniors. TMP has higher requirements for credits to graduate than public schools - 28 vs. 24.5 credits. TMP students have more elective options due to the dual credit relationship with SFCC, but the pandemic has limited their opportunities to complete elective credit courses. The state is waiving 2022/2023 assessment due to COVID. Melynn Schuyler moved to approve the exemption as presented, second by Lupita Perez, passed unanimously by roll call vote.

VII. Report of the Head of School

Reid Wessels provided highlights for his written report. Of note is that TMP hosted its first major on campus event in 1½ years with over 100 participants. We are actively communicating with families after SFCC formally announced a vaccine mandate for all students and faculty next semester. We will wait to see how each family responds and ultimately decides what they want to do. Enrollment is trending down across the state with charter schools and this will likely have an additional impact. TMP enrollment needs to stay around 265. Reid indicated that TMP would look at bringing a few more students in from the waiting list. In addition, the GC expressed its support for Reid taking appropriate steps to respond to the COVID challenges.

Marcos Maez suggested we invite SFCC security and leadership to the next couple of Governing Council meetings for ongoing discussion and questions about the vaccine mandate.

VIII. Report of the Faculty Representative

John Pyle provided highlights and commentary for his written report, while underscoring that students are benefiting greatly from their TMP interactions and being back in class.

IX. Report of the Parent Representative

Reid Wessels will continue to reach out to prospective parent representatives.

X. Report of the Student Representative

Isaac Burdwell introduced himself in his new role as TMP Student Representative. He will graduate this spring with an AA degree in English creative writing plus his high school diploma. In addition to taking a rigorous load of dual credit courses, Isaac also works 32 hours a week. Reid Wessels and the GC members encouraged him to let them know, as a voice for other students, what additional help and support they may need.

XI. Report of the Audit Committee

Chris Gilman reported that the audit exit meeting was conducted in late October with no issues reported.

XII. Report of the Business Manager

Chris Gillman provided a YTD financial overview detailing 4 months of fund balances, liabilities, revenue, and expenses. He highlighted TMP's healthy financial status, steady cash position, and good ratios of expenditures to funds. There is ongoing concern about the small school funding adjustment that will need proactive planning. K-12 Accounting will look at projections and formulate specific actions for the long term. Reid Wessels noted that engaging local legislators and decision makers in dialogue now is part of the plan.

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

All present were glad to be able to meet in person and we will continue to offer a "hybrid" forum. Melynn offered to follow up with Reid and David to brainstorm a variety of innovative Friday project opportunities to engage students.

XIV. Adjournment

Motion to adjourn the meeting by Steven Stauss, second by Rick Eppenstiner, passed without dissent. Meeting adjourned at 6: 22p.m.

FY2022/2023 Meeting Dates (2nd Tuesday)

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| <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 December 14, 2021.

Governing Council President