



The MASTERS Program

Early College Charter High School

Governing Council Meeting

October 9, 2018 5:00 – 7:00 P.M.

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

Minutes

I. Roll Call 5:08 p.m.

Governing Council members attending: Gary Clendenen, Amber Espinosa-Trujillo, Shalimar Krebs, Esperanza Lopez (*Student Rep*), Ahlum Scarola, Lori Spillman, Joel Stone (*Faculty Rep*), John Triolo

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

Guests, Faculty, and Staff: Lisa Lucas (*Business Manager*), Lori Miller (*TMP Director Guidance Counseling*), Anne Salzmann (*Head of School*)

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

Motion to approve by Amber Espinosa-Trujillo, second by Gary Clendenen, passed unanimously.

III. Discuss and vote on September 11, 2018 Meeting minutes

Motion to approve by Lori Spillman, second by Gary Clendenen, 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 September 2018 disbursements

The committee met in prior work session to review September disbursements. Gary Clendenen provided highlights for two highlighted disbursements. Based on the committee's recommendation, Shalimar Krebs moved to approve disbursements as presented, second by Ahlum Scarola, passed unanimously.

b. review and recommend approval or disapproval of BARs

No Bars

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

No POs

VI. Review and vote on Training and Experience Credit Policy

Lisa Lucas provided background for the policy documenting procedures that have been in place in the past and currently, as mandated by the New Mexico Public Education Department (NMPED). This policy document outlines the guidelines for how we give teachers credit and place them in TMP's salary schedule. Motion to approve by Gary Clendenen, second by Ahlum Scarola, passed unanimously.

VII. Report of the Head of School

Anne Salzmann provided highlights and commentary for her written report, which included positive feedback from her October SFCC Board presentation regarding adding 9th grade, along with enthusiastic student response to Lannan visitor/journalist Jeremy Scahill's recent lecture. Anne reviewed the new student attendance-tracking policy document for SFCC courses that was recently implemented.

VIII. Report of the Faculty Representative

Joel Stone noted that we are half way through the fall semester, with midterms upon us!

IX. Report of the Student Representative

Esperanza Lopez is a TMP senior and Santa Fe native. She is studying Criminal Justice and Psychology, while working 10-15 hours a week in a psychologist's office. Anne Salzmann reported that Esperanza had really engaged feedback from students to be their representative on the Governing Council this school year. Esperanza said that students are stressed about midterm exams but not especially bothered by the national news.

X. Report of the STEM Committee

No report

XI. Report of the Audit Committee

No report

XII. Report of the Business Manager

Lisa Lucas reported that she would receive the initial draft audit report soon. The Office of the State Auditor must release the PED’s audit before TMP’s information can be disclosed, but Lisa will share the draft report with the Audit Committee. Lisa will distributed the Executive Summary reports for both October and November at the November GC meeting.

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

John Triolo requested that preliminary discussion of the annual review process for TMP’s Head of School be included in the November agenda.

XV. Adjournment

Lori Spillman moved to adjourn the meeting at 5:52 p.m., second by Gary Clendenen, passed unanimously.

2019/2020 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none"> • July - no meeting • 8/14 • 9/11 • 10/9 • 11/13 • 12/11 	<ul style="list-style-type: none"> • 1/8/2019 • 2/12 • 3/12 • 4/9 • 5/14 • 6/11
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Minutes approved by The MASTERS Program Governance Council on November 13, 2018.

Governing Council President