



The MASTERS Program

Early College Charter High School

Special Meeting of the Governing Council (Open to the Public)

Tuesday, April 18, 2023 5:00 – 5:30 P.M.

SFCC West Wing Lower Level, TMP Class Room 318 – In Person Option
Santa Fe, New Mexico

TMP Governing Council is inviting you to a scheduled Zoom meeting

Meeting ID: 885 9741 2279

DRAFT Minutes **Rev. 1**

I. Roll Call 5:04p.m.

Governing Council members attending:

Steve Ferree, Marcos Maez, Lupita Perez, Steven Stauss, Melynn Schuyler

Governing Council members and staff not attending:

John Bishop (*Founder, Ex-officio non-voting*), Paul Krausman, David Worsley

Guests, Faculty, and Staff:

Diana Boyd, Chris Gilman (*Business Manager*), Robert Jessen (*Head of School*), Monica McSpadden, Jon Pyle (*Staff Representative*)

Recording Secretary:

Carol Witter

II. Approval of Agenda

Steven Stauss moved to approve the agenda as presented, second by Steve Ferree Melynn, passed unanimously.

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

Jon Pyle made his comments in an individual capacity rather than as TMP's staff representative. He requested transparency, communication, and collaboration from the Head of School, Robert Jessen. He referenced as examples the proposed sabbatical program, individual classrooms, and hiring an assistant principal, which Jon cited this agenda as the first time hearing about this new position. He also cited miscommunication, misrepresentation, and lack of full staff discussion following the 9th grade survey.

IV. Discuss and vote on the FY2023/2024 school calendar

Chris Gilman shared reviewed highlights of the school calendar and pointed out variances in how hours and instructional days are accounted for. TMP students earn more than enough credit hours to fulfill requirements and TMP does not need extra funding accrued from extra hours. TMP exceeds the PED's YOY standard for the calendar template. TMP's calendar must align with SFCC's calendar. Melynn Schuyler moved to approve the calendar as presented, second by Steven Stauss, passed unanimously by roll call vote.

V. Discuss and vote on the FY2023/2024 salary schedules and stipends

Chris Gilman reviewed the changes reflecting higher rates YOY with no changes to payout criteria. Stipends are up from 15 to 17. Chris reviewed the list of various positions that include stipends and gave highlights for each one. He reviewed salary schedules for levels 1/2/3 for various positions, which reflect 6% increases on base salaries. Melynn Schuyler moved to approve the stipends and salary schedules as presented, second by Steve Ferree, passed unanimously by roll call vote.

VI. Discuss and vote on the FY2023/2024 Budget

Chris reviewed the budget highlights summary as outlined in the table of contents and reported the document was a collaborative effort with staff and a TMP parent. The budget incorporates all PED mandates and reflects prior trends plus new expected trends for expenses and revenue. After clarifying questions and other discussion, Melynn Schuyler moved to approve the budget as presented, second by Steve Ferree, passed unanimously by roll call vote.

VII. Discuss and vote on creation of a new position – Dean/Assistant Principal

Robert Jessen said if the new position were approved, it would be up to the Head of School to decide whether to fill it. He believes the position would put TMP on sound administrative ground given the complexities and variables of the Head of School job. Marcos Maez tabled the vote until the May regular GC meeting, citing the need for full Governing Council member representation in the decision.

VIII. Discuss and vote on changing the Head of School position from 11-months to 12-months

Marcos Maez noted that this topic was discussed during the April regular meeting with no more discussion needed. Motion to approve the change by Steve Ferree, second by Melynn Schuyler, passed unanimously by roll call vote.

IX. Adjournment

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

Minutes approved by The MASTERS Program Governing Council May 9, 2023.

Signature of Governing Council President: _____