

Turquoise Trail Charter School
Governance Council Meeting Minutes
July 13th, 2020

Members Present: Alejandra Rodriguez, Ruth Center, Hannah Mazur, Sammi Triolo, Victoria Schweizer, Floyd Trujillo

Members Not Present:

Non-voting Members Present: Chris Eide, Mariah Hamilton, Karen Weigle, Christie Berg, Sharyn Gray, Harry Phillips

Also Present: Francesca Margaritondo, Wendy Flood, Tammie Padilla, Miranda Gonzales, Roberta Cole, Rebekah Runyan, Amber Romero, Danielle Garcia

I. Call to Order – Open Session 5:32pm. It was determined there was a quorum. Meeting called to order.

A. Roll Call – Introductions made.

B. Approval of Agenda: Floyd Trujillo defers to the council on adding items to discuss. Ruth Center requests Chris Eide address an email from a former employee in his Head Administrator Report. Could Mariah Hamilton address an anonymous letter in staff update? Sammi's items can be under the President's report. Chris Eide asks about the Salary schedule does it need to be a separate item? Yes, it can be added to the agenda for the next meeting. It was determined, no changes needed to made to this agenda. Items are added to the next meeting. Motion made by Hannah Mazur to approve the agenda as originally presented and seconded by Victoria Schweizer. Roll call vote: Victoria Schweizer – Aye, Hannah Mazur - Aye, Alejandra Rodriguez – Aye, Ruth Center - Aye, Sammi Triolo - Aye, the Chair, Floyd Trujillo: Aye. Passed 6 – 0.

II. Public Forum: None

III. *Approval of June Minutes:

a. 6/15/2020

b. 6/22/2020

Motion made to approve both sets of minutes in one motion made by Floyd Trujillo. No objections. Motion made by Ruth Center to approve both sets of minutes as presented and seconded by Alejandra Rodriguez. Roll Call Vote: Victoria Schweizer – Aye, Hannah Mazur – Aye, Alejandra Rodriguez – Aye, Ruth Center – Aye, Sammi Triolo – Aye, the Chair, Floyd Trujillo – Aye. Passed 6 – 0. Amy Oler joins the meeting, 5:50pm.

IV. *Consent Agenda:

- a. BAR's
 - i. USDA Equipment – increase \$20,000.00
 - ii. Title II – increase - \$18,881.00
 - iii. Business office team member contract
 - 1. Increase \$25,000.00
- b. Monthly vouchers and reconciliation
- c. Checks over \$50,000.00
 - i. ACES - \$79,246.72

Finance Committee recommends approval. Motion made by Floyd Trujillo to approve the Consent agenda as presented and seconded by Hannah Mazur. Roll Call Vote: Victoria Schweizer – Aye, Hannah Mazur – Aye, Alejandra Rodriguez – Aye, Ruth Center – Aye, Sammi Triolo – Aye, the Chair, Floyd Trujillo – Aye. Passed 6 – 0.

V. *VOTE – Appoint Wendy Flood to Governance Council: Motion made by Alejandra Rodriguez to appoint Wendy Flood to the Governance Council and seconded by Victoria Schweizer. Roll Call Vote: Victoria Schweizer – Aye, Hannah Mazur – Aye, Alejandra Rodriguez – Aye, Ruth Center – Aye, Sammi Triolo – Aye, the Chair, Floyd Trujillo – Aye. Passed 6 - 0. Wendy Flood reads the Oath to office.

VI.*VOTE – Policy 237 – Annual Leave (12 month employees): Chris Eide and Francesca Margaritondo explain the changes in this Policy. Motion made by Alejandra Rodriguez to approve the amendment to Policy 237 and seconded by Victoria Schweizer. Roll Call vote: Victoria Schweizer – Aye, Hannah Mazur – Aye, Alejandra Rodriguez – Aye, Ruth Center – Aye, Sammi Triolo – Aye, the Chair, Floyd Trujillo - Aye. Passed 6 – 0.

VII. Updates:

- a. Head Administrator: Chris Eide talks about the establishment of our leadership committee that represents all grades and departments of the school. Presentation was given to them on the safety procedures and then on the school model to allow everybody to review and give input. This is the year of the Coyote! A memo went out to the community about this model we hope to follow. We are following all guidance from the CDC for sanitizing the building and keeping everybody safe. Tonight, is the deadline for the Teach Plus fellowship. Roberta Cole has stepped perfectly into her new role as Community Outreach Coordinator. We have executed our first COVID response very well last week. The building is closed right

now for cleaning.

We have a partnership with NMSA to have a TTCS alumni and NMSA student come to our school and work with a group of our students on an after-school art project to be displayed or presented at the school. Chris has also reached out to the school leader at ATC to attempt to develop a similar relationship and at least have a partnership of some sort.

Chris has been hosting coffee breaks with many families at varying times and days and we have reached about 13%. We are doing everything possible to reach all families.

The Business office and Chris have created a draft spending plan for next year because they want to protect against cuts that are most likely coming. We are working on an expectation of about 7% being cut, being aggressive so we can protect to the best of our abilities. Summer school started today online.

Our model for next year is prioritizing the younger students to be at the school as they need in person learning more than the older students. 4th through 8th would be online as they are more adept at virtual learning.

We have procured a small grant to the foundation from the Daniel's fund for COVID relief.

Ruth Center: regarding an email that was sent from a former teacher; what is the process and procedure that is in place regarding email accounts. Emails are deactivated at the end of the fiscal year June 30th for employees leaving our school. Suggestion from the board president to review this policy and possibly update it to take this into account. Formal update at the next governance Council meeting. Also: How do we spend money without approval? Are there not procedures in place? This refers to an issue where someone in staff committed the school to a payment without following procedures. The board president requests Chris follows up on this and report back to the board at the next meeting. Chris: internal controls are being established to avoid this happening again.

Sammi Triolo: Checks that Chris has the support he needs to address an email that came from a former employee. Chris chose not to respond to this thread and instead decided to use more appropriate

methods to communicate with the staff. He started with the leadership committee making clear to them how to move forward in a more healing process.

Roberta Cole touches on her goals: getting to know all of the families of the school on a personal basis and having regular check ins. She will also relay the message from the board that meetings are public and open and anyone can talk in public forum about their concerns for the school.

- b. Business Office: PED is most likely cutting SEG by August 1st.
- c. Staff: Mariah Hamilton reads an anonymous letter from a teacher. Mariah reaches out to the entire staff and lets them know what the agendas are and where to find the Zoom info. A teacher sent this to Mariah and Karen in response to the current agenda.

Floyd Trujillo: we always give ample time for discussion on the budget especially when it is being voted on. There is a public forum before and after the presentation of the budget. It is hard to respond when we don't know who is bringing the concern. The Board president asks what the pleasure of the council is on how to respond or not to this letter. The board wants to hear about the PD days that were declared as 'unpaid'. Chris Eide explains where this came from and how it came to be. The leadership committee is working on this issue at their next meeting – the choice is: pay the teachers and put the school at risk or find another compromise. The Board requests no further action.

Harry Phillips: summer school started today with 3 virtual classes with about 12 kids. A few technical issues that were taken care of. There was a pretest of about 20 questions to give an opportunity for these students to identify where they might need some extra help. We hope this will give us good feedback for our virtual/distance learning platform.

Christie Berg: Our specials teachers are curious about how the specials will be adjusted in this new platform. We have a base plan and each one of them is giving excellent input on how this will affect the children.
- d. President: Sammi Triolo goes over a quick start orientation program for new Board Members. This would help someone jumping on get better acquainted with our school. It would be more of a question

answer format. She also presents another document that is a proposed outline for our orientation program that would help new board members get started in our Governance Council. The next meeting will be Monday July 27th, 5:30pm

Question from Hannah Mazur: should we look into the conflict of interest issue. Floyd Trujillo: there is nothing there that is against our code, there is no conflict of interest.

VIII. Adjournment of Regular Session – Motion made by Ruth Center to adjournment of regular session and seconded by Victoria Schweizer.

Passed 6 – 0. 6:58pm