

**TAOS INTEGRATED SCHOOL OF THE ARTS
GOVERNING COUNCIL AGENDA
MONTHLY MEETING
Tuesday, APRIL 16, 2013
6:00 pm**

This meeting will be held on April 16, 2013 at 6 pm at TISA, 123 Manzanares St. Taos. Please call 758-7755 for more information.

GC Members Present: Shelly Ratigan, President, Lee Backer, Vice President, Jennifer Hull, Secretary, Chris Pieper, Ernie Ortega

GC Members Absent:

Staff Members: Sandy Beery, Director, Warren Kelly, Curriculum Director, Deanna Gomez, Business Manager

AGENDA

I. Call to order and establish quorum

Shelly Ratigan, President called to order a quorum at 6:04pm.

II. Action Item - Approval of today's agenda

Jennifer Hull would like to add to the agenda and add an action item for the development of charter schools. Warren was working on the application and still needs some items to complete the application packet. The board would like to develop a work session in early June to work on it.

Chris Pieper made a motion to approve the agenda. Jennifer Hull seconded the motion.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

III. Action Item – Approval of March 20, 2013 minutes

Jennifer Hull made a motion to approve the March 20, 2013 meeting minutes. Chris Pieper second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

IV. Action Item – Approval of April 4, 2013 minutes

Lee Backer made a motion to approve the April 4, 2013. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

V. Public Comments - Please sign the Public Attendance Sheet and limit public comments to 2 to 4 minutes.

Lesley Kushner would like for the board to establish a final process for hiring the new director. Lesley thinks that the board should do a special board meeting so all the members could have the chance to meet and ask questions from any potential applicant. Jennifer Hull states that the last meeting is tomorrow and then the committee will meet on the following day. The hiring committee will make two recommendations for the board to meet and then take action on a new director. By the end of tomorrow, the hiring committee will turn in the two recommendations. We will need 24 hours to cancel any special meeting that has been posted. Tuesday and Wednesday, special board meeting at 6pm for hiring discussion.

VI. Action Item - Discussion and action on new governing council members

Welcome Ernie Ortega!

VII. Action Item – Executive Session: The Governing Council may, if necessary, enter into executive session limited to discussions regarding matters related to facility needs or personnel matters. No action will be taken in executive session.

Lee Backer made a motion to go into executive session at 6:37. Chris Pieper second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

Jennifer Hull made a motion to come out of executive session at 7:33pm.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

VIII. Action Item – Discussion and decision whether to pursue the RFP for Coronado Hall given the specific requirements of the RFP and whether it is a viable option for the school.

Ernie Ortega made the motion that the school will submit the RFP to The Town of Taos outlining our conditions/needs. Chris Pieper second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper. No votes: Abstaining votes: 0. Motion carried 4-0.

IX. Action Item – Discussion and decision about the terms for lease negotiations with Glenn Lee on the La Posta property.

Lee Backer made the motion to get the request from Glenn Lee landlord of La Posta for his proposal for our 2013-2014 lease. Shelly Ratigan second

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper. No votes: Abstaining votes: 0. Motion carried 5-0.

X. Action Item – Discussion and decision about the terms for lease negotiations with Jeff Shardell on the Manzanares Property

Ernie Griego made the motion to negotiate up to a 3year lease with no property tax and a reduction to a lower lease payment. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

XI. Action Item – Discussion and approval of the 2013-2014 IDEA B application. We are required to do this every year for our SPED department. This is based off our 80 and 120day count with STAR's. We spend our money on supplemental items/materials, for children with special needs and it would come out of our operation budget. The SPED Coordinator is paid for out of this partially. We have 24 total children.

Ernie Ortega made a motion to approve the 2013-2014 IDEA B application. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

XII. Action Item- Discussion and approval of the operating budget.

Deanna states that we are over our budget and we need to think about our facility options to where they can maybe hold up to 24 children in each class. Sandy thinks that we should have this idea on the table for when we submit our new charter in October of 2014. Deanna discussed that the staffing structure for next year would include a full time Director, an Office Manager, 9 Teachers, and 2 Educational Assistants with one of those being only a SPED EA. If the lease goes down then we might be able to add another Educational Assistant. SB9 and GRT money can come into play if we want to build a building but not purchasing land.

Chris Pieper made a motion to approve the operating budget for 2013-2014 school year. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Griego. No votes: 0. Abstaining votes: 0. Motion carried 5-0.

XIII. Action Item- Discussion and approval of the school calendar.

Lee Backer made a motion to approve the school calendar for the 2013-2014 school year. Chris Pieper second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: Abstaining votes: 0. Motion carried 5-0.

XIV. Action Item – Discussion and approval of the school salary schedule

House bill #2 provided a 1% increase for all staff. The salary schedule was amended to account for the increase. A 1% increase was given to all staff that will be returning for the 2013-2014 school year.

Jennifer Hull made a motion to approve the school salary schedule for the 2013-2014 school year. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer, Chris Pieper, Ernie Ortega. No votes: 0. Abstaining votes: 0. Motion carried 5-0.

XV. Financial report - Discussion and approval. The Governing Council was provided the monthly financial packet that also included the bank statement and reconciliation for their review.

- a. **Action item: BARS** No Bars were presented.
- b. **Audit Committee Report** – The audit is still in review by the State Auditor.
- c. **Finance Committee Report** – Deanna reminded the board that a new member needed to be added to the Finance Committee.

XVI. Personnel Committee Report – Jen Hull and Shelley Ratigan

Special meetings have been set and agendas will be distributed and inform Nicole if anything is changed.

Jennifer Hull will work on setting up the meeting with the final 2 applicants.

XVII. Administrative Report – Sandy Beery and Warren Kelly

Sandy asked the Lawyer about the meetings with actions taken with only 4 board members. The lawyer did state that we can make the motion to approve the actions taken in one motion.

The next meeting will be on May 15th after the RFP is either approved or denied.

XVIII. Future agenda items

Adjournment

Chris Pieper made a motion to adjourn at 8:17pm. Ernie Ortega second.