

**AMENDED
TAOS INTEGRATED SCHOOL OF THE ARTS
GOVERNING COUNCIL AGENDA
MONTHLY MEETING
Wednesday January 16, 2013
6:00 pm**

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

GC Members Present:

GC Members Absent:

AGENDA

- I. Call to order and establish quorum**
- II: Action Item - Approval of agenda**
- III. Action Item – Approval of December 12, 2012 minutes**
- IV. Public Comments - Please sign the Public Attendance Sheet and limit public comments to 2 to 4 minutes.**
- V. Action Item – Discussion and approval of resignation of Chris Baker**
- VI. Action Item – Discussion, selection and approval of a Secretary of the Governing Council**
- VII. Action Item - Discussion and action on new governing council members**
- VIII. Financial report - Discussion and approval**
 - a. Action item: BARS**
 - b. Audit Committee Report – Deanna**
 - c. Finance Committee Report - Deanna**
- IX. Facilities Committee Report – Chris Pieper**
- X. Action Item – Are we renewing both leases – if so, assign a board member to negotiate the lease payments. If not, we will need leases in place for the facilities we will be using for the 2013-2014 by the end of March, 2013 to allow planning time for moving. Again, a board member needs to be assigned to do these negotiations. \$10,000 per month or less total is a sustainable expense for TISA.**
- XI. Discussion Item – Governing Council all day work session on January 23, 2013 from 9:00 – 3:00. We need to determine a place and confirm attendance of GC members and potential GC candidates.**

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XII. Reports

- a. **Foundation Report – Linda Seto**
- b. **5 Year Curriculum Professional Development & potential connection with A+ schools – Warren Kelly**
- c. **Administrator’s Report –Sandy Beery**

XIII. Discussion Item – Article regarding schools in Finland – Chris Pieper

XIV. Discussion Item – Parent education ideas – Chris Pieper

XV. 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.

XVI. Future agenda items

XVII. Adjournment

**TAOS INTEGRATED SCHOOL OF THE ARTS
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MONTHLY MEETING
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6:00 pm**

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

GC Members Present: Shelly Ratigan, President, Jennifer Hull, Chris Pieper

GC Members Absent: Lee Backer

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

AGENDA

I. Call to order and establish quorum

A quorum was established at 6:05pm by Shelly Ratigan.

II. Action Item - Approval of agenda

Chris Pieper made a motion to approve the January 16, 2013 agenda. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0.
Motion carried 3-0.

II. Action Item – Approval of December 12, 2012 minutes

Chris Pieper made a motion to approve the December 12, 2012 meeting minutes. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0.
Motion carried 3-0.

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

Bernie Lenoards expressed some interest in our GC board. Kristen Torres who is our current SLP talked about running for the District 5 School Board. Lesley Kushner is interested in the future administration.

V. Action Item – Discussion and approval of resignation of Chris Baker

Chris Pieper made a motion to approve the resignation of Chris Baker. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0.
Motion carried 3-0.

VI. Action Item – Discussion, selection and approval of a Secretary of the Governing Council

Chris Pieper made a motion to approve Jennifer Hull for the Secretary of the GC. Shelly Ratigan second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0.
Motion carried 3-0.

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

Linda asks that the board take a look and see what the board needs, i.e. lawyers, accountants. Bernie has not yet turned in a resume and Bernie would like to explore the board before any decisions are made. Bernie has turned in his resume during this meeting and a letter of intent is to follow.

Shelly would like to table this until next meeting. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0. Motion carried 3-0.

VIII. 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

The following BARS were presented for approval.

BAR 521-000-1213-0005-T was presented for Fund 27171 to transfer the \$3,752.00 to an allowable expenditure as provided by direction from Christopher Thweatt.

BAR 521-000-1213-0006-I was voided – no action will be needed.

BAR 521-000-1213-0007-I to include the revenue collected for fees in the amount of \$500.00. for Fund 11000.

BAR 521-000-1213-0008-I to include the revenue collected for donations in the amount of \$5,600 for Fund 11000.

BAR 521-000-1213-0009-I to include the revenue collected for the money received for E-Rate in the amount of \$5,170 for Fund 11000.

BAR 521-000-1213-0010-I was presented to include the carryover money from FY2012 that was not previously identified in the budget. The amount was for \$108,672 for Fund 11000.

BAR 521-000-1213-0011-IB was presented to include the carryover money from FY2012 that was not previously identified in the budget. The amount was \$448.00 for Fund 11000.

Chris Pieper made a motion to approve all the BARS. Jennifer Hull second.

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0. Motion carried 3-0.

b. Audit Committee Report – Deanna

At this time the audit is still in review by the State Auditor. Once the State Auditor releases the audit it will be presented at a Board Meeting.

c. Finance Committee Report – Deanna

Deanna reminded the board that now that Chris Baker has resigned from the Board that a new member would need to be added to the Finance Committee.

IX. Facilities Committee Report – Chris Pieper

Linda said they met yesterday and came up with recommendations for the board. The Don Fernando building is being considered, 1st contingent on PSFA to approve building. With the 1st option K-4 will stay at Manzanares and then 5-8 at Don Fernando. 2nd recommendation is that K-4 stay at Manzanares

and the 5-8 stay at La Posta and building adjustments will need to be made with the landlord for 8th grade. The building is recommending that the board negotiate with the landlord of the lease price since he is open to that. The board should have a 3rd party or lawyer to negotiate the lease and Deanna should be a part of that. The building committee would advise the board to put these on the next board meeting. A walk through next Thursday at 9am will be done at Don Fernando by Chris Pieper and PSFA. Sandy thinks we need to start talking to the town since now to see what they are willing to do like just lease, e-occupancy issued by the state, and a special use permit. For special use it can take longer than usually. Poms and Associates would need to be contacted as well, Ted Maestas is our contact. Linda adds that Don Fernando would help us get our lease payments a lot lower than what we are paying with Manzanares and La Posta. The building committee will do some investigation and bring suggestions to the board. Jennifer Hull asks about the asbestos at the La Posta campus and wants to know what the outcome was and why are we still considering that location when we didn't get a clear option. Jennifer says she doesn't want to get into a lease with them unless they have paid and taken care of the problem. Jennifer asks about a bus, that campus is not close to anything artsy. Lynne Nichols adds that they looked at the Don Fernando building and they are excited about the open spaces and surrounding areas. She adds that they are missing integrating with the younger grades and library time, etc. Lynne said she did talk with a contact at the Don Fernando building in regards to drop off/ pick up and things can be worked out very easily. Chris said the town manager is very motivated to get that building occupied. If you look at the Town of Taos website it has a layout of the building and square footage. What is more efficient for a timeline, Oscar for walkthrough then get the report of the index number and then the state will need to get it on the agenda for the e-occupancy, etc. We would like to get the utilities included in the rent and we need to specify that early on so they know what we are looking for. Sue Fox or Patty Matthews should be involved who we already use for the school. Linda says to gather enough information before talking with them to make it easier and cheaper.

X. Action Item – Are we renewing both leases – if so, assign a board member to negotiate the lease payments. If not, we will need leases in place for the facilities we will be using for the 2013-2014 by the end of March, 2013 to allow planning time for moving. Again, a board member needs to be assigned to do these negotiations. \$10,000 per month or fewer totals is a sustainable expense for TISA. Chris has the authorities to start negotiating, doing the walkthrough, and set up the meeting with Poms and Associates on 1/24 and the PFSA and find out a timeline from now until July. Chris has permission for any and all walkthroughs to help the process in negotiation. Jennifer Hull made a motion to give permission to Chris Pieper to negotiate any and all walkthroughs to help the negotiation process. Shelly Ratigan second. Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Chris Pieper. No votes: Abstaining votes: 0. Motion carried 3-0.

XI. Discussion Item – Governing Council all day work session on January 23, 2013 from 9:00 – 3:00. We need to determine a place and confirm attendance of GC members and potential GC candidates. Shelly says they will have strategic planning to be more grounded as a board and come together.

XII. Reports

a. Foundation Report – Linda Seto

Taos Community Foundation made a donation of around \$200.00 to the foundation. Linda states they are still waiting on the letter of approval. Linda said they would like to see the board do some fundraising.

b. 5 Year Curriculum Professional Development & potential connection with A+ schools – Warren Kelly

Warren passed out handouts in regards to the facility for staff in the curriculum area. Warren encourages the board to check out the website to get more information. Warren reads the graduation statement that the administration composed about the TISA identity. Curriculum is being written out by staff and the A+ schools can give some insight to staff that need it. Warren reads the 5 goals that the staff came up with. Warren talks about that A+ Schools has done the work that we are now doing and we might want to get in touch with them to get some insight.

c. Administrator's Report –Sandy Beery

We are currently doing the DIBELS reading testing. The MAPS testing is next week for grades 3-7th. The SBA testing start 3/19 right after Spring Break for grades 3-7th. Legislative session started yesterday, Sandy will forward the platform to the board regarding issues with the Charter schools. A special audit was done on assistance for lease money for the charter schools, wrong data out of context it's a mess. February 5th, an election for the SB9 and an email was sent out to all parents to let them know to go vote. \$600per student every year and does not increase taxes will be used for a bus, furnishing for classrooms, and furnishings for a library. If it does not pass we do not get any money. Early voting started on Sunday, it didn't state anything about charter school but legally it doesn't have to state it. Traci Phyllis has worked hard to make this happen to help with all charter schools. An email will be sent out weekly until the voting is over to let parents know to go out and vote. Sandy reads a report which ended that she is vacating her position as Director as her contract matures. Sandy states that the personnel committee consists of Shelly and Jennifer and they are able to move forward and are able to start looking. An action item should be on every Agenda for discussion. Shelly states that she needs some input as far as Curriculum Director and an 8th grade teacher. Shelly needs to know salaries etc. Sandy adds that the job description is in the charter.

**XIII. Discussion Item – Article regarding schools in Finland – Chris Pieper
Tabled**

**XIV. Discussion Item – Parent education ideas – Chris Pieper
Tabled**

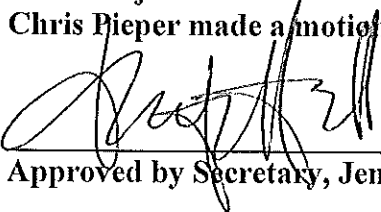
XV. Executive Session: The Governing Council may, if necessary, enter into executive session limited to discussions regarding matters related to facility needs or personnel matters. No action will be taken in executive session.

XVI. Future agenda items

**Special Meeting will need to be scheduled in two weeks. An email will be sent out, 1/29 proposed.
National and Local search for a new Director.
PTA report**

XVII. Adjournment

Chris Pieper made a motion to adjourn the meeting at 7:50, Jennifer Hull second.


Approved by Secretary, Jennifer Hull


Date