

**TAOS INTEGRATED SCHOOL OF THE ARTS
SPECIAL MEETING GOVERNING COUNCIL AGENDA
Wednesday, June 12, 2013
10:00-11:00**

This meeting will be held on Wednesday, June 12, 2013 at 10am at TISA, 123 Manzanares St. Taos.
Please call 758-7755 for more information.

GC Members Present: Lee Backer, Vice President, Shelly Ratigan, President, Jennifer Hull, Secretary (phone)

GC Members Absent: Chris Pieper, Ernest Ortega

Staff Members: Sandy Beery, Director, Warren Kelly, Curriculum Director

AGENDA

**I. Call to order and establish quorum –
Shelly Ratigan called to order a quorum at 10:34.**

II. Action Item - Approval of agenda
Jennifer Hull made a motion to approve the agenda. Lee Backer second.
Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer. No votes: Abstaining votes: 0. Motion carried 3-0.

III. Action Item- Approval of May 15, 2013 Meeting Minutes.
Lee Backer made a motion to approve the May 15, 2013 Meeting Minutes. Jennifer Hull second.
Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer. No votes: Abstaining votes: 0. Motion carried 3-0.

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

V. Discussion – Facility: Status of negotiations on leased property.
Sandy needs to send an email to Glenn to exercise the option of the lease of \$6000.00. Deanna talked to Patty Matthews and she is negotiating the lease on the Manzanares campus. P. Matthews is also negotiating that we do not pay the property taxes.
Lee Backer made a motion to approve the leases to be signed as negotiated by the end of June. Jennifer Hull second.
Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer. No votes: Abstaining votes: 0. Motion carried 3-0.

Action Item – Action may be taken on facility, as needed.

VI. Action Item – Lease Assistance Application Approval.
Deanna said she has the lease assistance application ready to go and the Vice President will sign off so Deanna can hand deliver today.
Lee Backer made a motion to approve the Lease Assistance Application. Jennifer Hull second.
Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer. No votes: Abstaining votes: 0. Motion carried 3-0.

VII. Discussion Item – Complete and sign Board of Finance roster.
Tabled until July meeting.

VIII. Action Item – Policies: review and adoption

Anti Nepotism
Medications policy and procedure
Distance Learning
HIV Instruction
Homeless Education
Immunizations
Reduction in Force

Lee Backer, Vice President is signing all the policies in place of the President, Shelly Ratigan.

Jennifer Hull made a motion to approve the policies as presented in whole. Lee Backer second.

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

IX. 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 consent. Any additional BARS for year end that were previously approved at the May 15th meeting will be presented at the next board meeting.

BAR 510-000-1213-0021-T was to transfer money from Fund 11000 Function 2000 to 3300 for a summer program for the kids.

Lee Backer made a motion to give consent for approval of the BAR as presented. Jennifer Hull second

Roll call vote: Aye votes: Shelly Ratigan, Jennifer Hull, Lee Backer. 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. If you would like to continue to check the status you may go to <http://www.saonm.org> Go to Audit Report Search and enter Public Education. Choose 2012.

c. Finance Committee Report –Deanna

We are currently closing out the fiscal year and getting ready to open the new fiscal year. The audit has been scheduled for the week of September 16th.

**X. Action Item - Discussion and approval of new governing council members.
Tabled until July meeting.**

XI. Adjournment –

Lee Backer made a motion to adjourn at 10:54. Jennifer Hull second.

