



The Academy for Technology and the Classics

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**Academy for Technology and the Classics
Governing Council Meeting
Minutes of December 15, 2011 Regular Meeting
ATC Multi-Purpose Room**

I. Call to Order

- a. President Fox called the regular Governing Council (Council) meeting to order at 6:30 p.m. Members of the Council present were: Ms. Fagre, Dr. Morgan, Ms. Grein, Mr. Dryden and Mr. Lawrie

II. Pledge of Allegiance and Salute to the New Mexico Flag

III. Action Items

- a. Dr. Morgan moved to approve the agenda. Motion passed unanimously.
- b. Item 1 – Board election results
 - b.i. Ms. Lumley recommended that the results of the elections be certified. Ms. Lumley read the term limits of each member of the board-elect. Ms. Fox stated that the terms begin in July or earlier depending on charter renewal. All voted in favor of the certification.
- c. Approval of minutes from previous meeting. President Fox reviewed the potential conflict of interest with Jenny Mundy-Castle taking minutes and it was suggested that another secretary take minutes in the event that Ms. Mundy-Castle's evaluator (the Principal) was being discussed.
- d. Ms. Fox discussed the addendum to the agenda regarding a letter from Superintendent Gutierrez received on the previous Tuesday. The message from the Santa Fe Public School (SFPS) Board (Board) was related to the possible earlier reinstatement of the ATC charter and requested a study session and asked

ATC's Council to participate in this related to revision of the bylaws, budget, school lease and charter reinstatement. President Fox opened this for discussion.

- d.i. Mr. Dryden asked a question about dates for the study session. The date was left for further discussion.
- d.ii. Dr. Morgan expressed concern about the desire to give the charter back so quickly, specifically how the assistance presently provided by the Board in human resources (HR) and finance by the Board would be affected. President Fox stated that it appears the same aid would not be there if ATC were to get its charter reinstated this year. The topic of transportation was discussed and the possible cuts from SFPS in the 2012-2013 school year. Dr. Morgan expressed that the function of the school principal was not finance and HR but to provide education for the community, and that the finance and HR functions should not have to be undertaken by the principal in order to allow her to focus on education.
- d.iii. Ms. Fagre brought up the issue of the public building. Dr. Morgan stated that if ATC already has a building in which the school resides, the school may remain.
- d.iv. Dr. Morgan brought up a couple of options: there is enough money to pay someone to do and business services. He brought up the importance of having a separation between HR and finance, and the importance of having more than one person sign checks. Dr. Morgan suggested a contractor that does such work for charter schools may be a good option.
- d.v. Mr. Lawrie brought up the need for by-laws by February. President Fox stated she anticipated having a draft by then.
- d.vi. President Fox moved to accept the invitation in writing from Superintendent Gutierrez. All were in favor and the motion was accepted via acclamation.
- e. Finance committee and audit committees
 - e.i. President Fox asked for thoughts on the formation of the above committees and the council members necessary for each.
 - e.ii. Principal Lumley recommended the creation of a finance committee. Mr. Dryden seconded. The motion was accepted via acclamation.

- e.iii. President Fox recommended Dr. Morgan chair the finance committee and President Fox also volunteered. Ms. Grein expressed interest. Mr. Lawrie moved to accept the volunteers. The motion was accepted via acclamation.
- e.iv. Audit committee – Dr. Morgan moved that the Council establish the committee. The motion was accepted via acclamation. Dr. Morgan pointed out that the audit committee met four times per year and was to oversee and make recommendations for the audit process. President Fox asked Dr. Morgan to chair the audit committee and President Fox agreed to be on this committee as well. Ms. Fagre moved to accept the volunteers. Dr. Morgan suggested that letters of interest be solicited for the other members of the committees (parent, etc.). President Fox urged audience members to help solicit good people for these committees. Ms. Fagre moved to accept each committee. The motion passed via acclamation.
- f. Formation of additional committees: school mission task force, bylaws task force and facilities/lease task force were suggested by President Fox. She began by relating the need for the school mission task force. President Fox urged parent, student, teacher and administrative input. Ms. Lumley gave her recommendations for this task force – 3 Council members, 2 parents, 2 students, 2 teachers and 2 administrators. It was clarified that this task force make recommendations to the Council to synthesize and that the Council finalize the actual mission and vision. This was accepted. Ms. Fagre expressed experience in facilitation. President Fox asked Ms. Fagre to chair this task force. A discussion about other members ensued. Mr. Dryden suggested offering this to the PTSC for potential volunteers. It was moved to accept Mrs. Lumley’s recommendation. The motion passed via acclamation.
- g. By laws task force – President Fox discussed some of the issues with the previous bylaws and recommended looking at existing bylaws. Ms. Lumley recommended that President Fox, Mark Tibbets, Kelly Horn and herself work on the bylaws. It was moved to accept these recommendations with a friendly amendment that a parent be a member (not specifically Mr. Tibbets). A discussion about how to solicit task force members ensued. President Fox offered to prepare a draft of the bylaws. The motion was passed via acclamation.
- h. Facilities task force – President Fox expressed concern about the financial feasibility of staying in the current facilities and concern expressed by the Board about how much the facilities cost. Ms. Lumley recommended a teacher, a parent and a student be on the task force. Dr. Morgan pointed out the differences between when the facilities were decided upon and designed at a time when unit values in the date were increasing every 6 months, and provided more information

about the historical finances of the school. Mr. Dryden expressed interest in being on this committee. It was moved to accept Ms. Lumley's recommendation with the addition of Mr. Dryden. The motion was passed via acclamation.

- i. Information about the Council members on the website - President Fox brought up the possibility of an sfps.info email for Council members as a way for the public to communicate with the Council. A discussion about this ensued. Mr. Dryden suggested a single email to keep members within the boundary of the law regarding individual contact. Dr. Morgan suggested President Fox as a point of contact. Biographical information was offered as a possibility for posting on the website. It was moved to create a single point of contact email address for communication with the Council and by the next meeting be prepared with personal statements from each individual knowing it will be posted publicly on the ATC website. The motion passed via acclamation.
- j. Request for Council materials be translated into Spanish – President Fox asked for ideas and discussion about communication in general with the school community (e.g., website, robo-calls, mailings, etc.) as well as what documents should or could be translated into Spanish.
 - j.i. Ms. Lumley identified certain documents – meeting dates and times, Council agendas, admissions form, school calendar, advanced placement parent night. Dr. Morgan suggested saying the pledge at meetings in both Spanish and English. A discussion ensued. Agendas and pledge were moved to be in Spanish. The motion was passed via acclamation.
- k. Open Meetings Act Resolution adoption – Ms. Lumley provided a draft Open Meetings Act Resolution for the Council and President Fox made substantive revisions and reviewed these. Ms. Lumley recommended approving the revised draft. A motion as made to do so. The motion passed via acclamation.

IV. Reports, Presentations

- a. Presentation of SFPS report – The report findings by SFPS was discussed. Ms. Lumley suggested a written response to SFPS to this report and further suggested this response be part of the study session with the Board.
 - b. Student representative to the Council – Jordan Schweitzer introduced himself. Ms. Lumley stated that the alternate is Gabe Espinosa.
 - c. Teacher representative to the Council – Robert Mathis introduced himself.
- V. Parent, Teacher, Student Coalition (PTSC) representative – Berta Harkavy introduced herself and clarified that the PTSC would rotate members to represent – Betty Boyle

Canon was also present in this capacity. Ms. Harkavy discussed some of the events and fundraising held by the PTSC. She also spoke of the aid the PTSC has provided for teachers and students. Ms. Harkavy offered to help with translations of Council materials.

VI. Public forum

- VII. a. Betty Boyle, parent, asked some questions about the audit committee and finance committee, task force on the mission statement and translations. She also asked about saying the Pledge of Allegiance in class.
- VIII. Clifford Rees, parent of a 7th grader, introduced himself and discussed his interest in this being a community school and having the students learn civics.

IX. Council Discussion

- a. Mr. Dryden spoke about the website development and Chad Kieffer's active project and help on the ATC website. He also offered to serve as a liaison between these groups.
- b. Mr. Lawrie spoke of fundraising and grant writing.
- c. President Fox spoke about the High Schools That Work (HSTW) training ATC faculty and she attended recently, and praised the faculty's participation, motivation, and ideas.

X. Principal's Announcements

- a. Principal Lumley reviewed outreach for non-English speaking members of the ATC community. She stated her goals for the future of this outreach. She also discussed HSTW and the ten practices that work. Advanced placement training for teachers was also discussed and ATC's future with advanced placement. The legislative finance committee report was included in the Council's packet and Principal Lumley reviewed this report briefly with Council members. She specifically referred to the reallocation of the SEG and the reduction in funding for charter schools with the increase for regular public schools. She pointed to ATC's specific line item in this reduction – a 7% decrease to the overall budget. This has not passed the legislature but is a concern within the next two years in the event that it passes. Mr. Morgan suggested a letter from the President and Principal to the Charter School Coalition be sent in order to express non-support of the suggested cuts.

- XI. **Advance Planning** – Next Council meeting is Jan 19, 2012 in the ATC Multi-Purpose Room and Ms. Lumley published all future regular dates on the website.

- a. The superintendent has offered to give the Council board and finance training, 2 hrs. board and 2 hrs. finance. Jan. 12, 2012 was suggested.

XII. Adjournment

- XIII. The meeting was adjourned.