

TAOS INTEGRATED SCHOOL OF THE ARTS GOVERNING COUNCIL

Tuesday February 21, 2023 at 5:45 PM (MST)

118 Toalne Drive, Taos, NM 87571

Join Zoom Meeting

<https://us04web.zoom.us/j/71697487051?pwd=cUF2eU5DUkwK254c1FHamybnJFdz09>

Meeting ID: 716 9748 7051 Passcode: m9g9Yp

Where decisions for children are made with heart and mind!

Meeting Minutes

MEMBERS	COMMITTEE	PRESENT	ABSENT
Yvonne Trujillo (President)	Audit, Board Policy	Present	
Alejandra Villalobos Meléndez (Vice President)	Finance	Present	
Sarah Dziejewczynski (Secretary & Treasurer)	Calendar & Data	Present	
Linda Seto (Member)	Facilities & Data	Present	
Alison Haney (Member)	Facilities	Present	
Andrea Nicholson (Member)	Data	Present	
Julee LaMure, (Member)	Audit & Finance	Present	

Staff Present:

Richard Greywolf (Director)

Nicole Abeyta (School Business Official/Compliance Officer)

- I. Call to order: Yvonne Trujillo, President, calls to order at 5:48 PM.
- II. Establish quorum: Yvonne Trujillo, President established quorum at 5:49 PM.
 - Present: Yvonne Trujillo (President), Alejandra Villalobos Meléndez (Vice President), Sarah Dziejewczynski (Secretary & Treasurer), Linda Seto (Member), Alison Haney (Member), Andrea Nicholson (Member), Julee LaMure, (Member)
 - 7 of 7 members present
- III. Review of Governing Council Mission:

The mission of TISA Governing Council is to ensure the goals of the TISA charter are met and to work

towards creating a cooperative relationship between TISA and the community. This mission will be accomplished by focusing on the TISA's fundamental values of providing opportunities for our students to reach their maximum potential through a standards-based, multicultural, thematic, and arts-integrated curriculum as stated in our charter. Our priority is the concerns and needs of TISA including parents, children, and staff, as it related to TISA's operations and its financial base.

IV. Consent Agenda

- i. Agenda (Discussion) (Action Item)
 - ii. Review minutes from January 17th, 2023 (Discussion) (Action Item)
- Alejandra Villalobos Meléndez (Vice President) makes a motion to expand Agenda item VIII. Executive Session to include "Action", include "January 17th 2023" on item IV. ii. Review Minutes and change "Agenda" to Minutes" and remove footer dates on January 17th, 2023 Meeting Minutes draft.
 - Alison Haney (Member) seconds motion.
 - 7 Yea 0 Nay. All in favor, motion carries.

V. Public Comments- Please sign the Public Attendance Sheet and limit comments to (2 minutes per person). No public comments.

VI. Financial Reports & BARS - (Discussion) (Action Item)

- Financial reports for the month and year were sent prior to the meeting via email from Nicole Abeyta (School Business Official/Compliance Officer) to all TISA Governing Council members for review.
- No variance on bank reconciliation.
- Received funds to adjust for an increase to the SEG (student Equalization Grant). Student count on day 40 was 206, 20 more than projected. TISA will receive an additional \$31,000 per month until June.
- BAR: **521-000-2223-0029-I**, Increase to fund 11000, Operational SEG in the amount of \$157,877.23. The increase is the final 2022-2023 SEG Adjustment based on the 40th Day STAR's membership reports. \$154,177.23 will be allocated into TISA's restricted expenditure account with the remaining amount of \$3,700.00 into ERB and ERA line items.
- BAR: **521-000-2223-0030-IB**, Initial Budget (Carryover), Final Fy21-22 fund 24330 ARP (American Rescue Plan Act) ESSER III in the amount of \$445,119. 20% will be allocated to evidence based learning instruction that was already approved by PED. The remainder will be allocated towards the already approved build out of ancillary offices and outdoor learning equipment. In addition, funds will be obligated to instructional materials and summer programs.
- Julee LaMure, (Member makes a motion to accept the Financial Report and BARS presented.
- Andrea Nicholson (Member) seconds motion.
- 7 Yea 0 Nay. All in favor, motion carries.

- VII. Presentation of TISA student learning and needs demographics - Director (10 minutes)
- Currently 206 students enrolled at TISA
 - Class sizes have grown from 19 to a maximum of 24 in response to the Small Schools funding no longer available.
 - TISA has had a growth of Hispanic and Native American students over the past 5 years.
 - English Language Learner population has increased, supported by the presence of 5 bilingual staff.

VIII. Executive Session: Report and review of Parent, Staff and Governing Council surveys of Director's performance (Discussion) (Action Item)

- Yvonne Trujillo, President, invites Alejandra Villalobos Meléndez (Vice President), Sarah Dzieweczynski (Secretary & Treasurer), Linda Seto (Member), Alison Haney (Member), Andrea Nicholson (Member), Julee LaMure, (Member) and Nicole Abeyta (School Business Official/Compliance Officer) into Executive Session at 6:49 PM.
- Alejandra Villalobos Meléndez (Vice President) makes a motion to enter Executive Session.
- Julee LaMure, (Member) seconds.
- 7 Yea 0 Nay. All in favor, motion carries.
- Andrea Nicholson (Member) makes a motion to exit Executive Session at 7:17 PM.
- Alison Haney (Member) seconds.
- 7 Yea 0 Nay. All in favor, motion carries.
- Yvonne Trujillo (President), Alejandra Villalobos Meléndez (Vice President), Sarah Dzieweczynski (Secretary & Treasurer), Linda Seto (Member), Alison Haney (Member), Andrea Nicholson (Member), and Julee LaMure, (Member) each affirm that no votes were taken during Executive Session.
- Alejandra Villalobos Meléndez (Vice President) offers Thanks to TISA Director for his work and acknowledges TISA's high marks.
- Sarah Dzieweczynski (Secretary & Treasurer) make a motion to renew Director Greywolf's contract for the 2023-2024 school year.
- Julee LaMure, (Member) seconds.
- 5 Yea 0 Nay. Linda Seto (Member) and Alison Haney (Member) abstain as they are TISA staff. Motion carries.

IX. TISA web page review

- Nicole Abeyta (School Business Official/Compliance Officer) maintains TISA website
- Website is created in Word Press
- Governing Council members will independently review the TISA website and come to March meeting with suggestions for changes, edits, improvements, etc.

X. Director's Report

- TISA has severed relations with Youth Heart Line
- Looking to hire a Spanish/Romantic language teacher

XI. TISA GC member emails

- All GC members have option to utilize a TISA GC specific email.
- Contact Director Greywolf is log in information is needed.

XII. Announcements - None

XIII. Committee Reports

- Audit - Nicole Abeyta (School Business Official/Compliance Officer) reports that TISA's financial audit has been released. Audit Committee Report:
 - The FY22 TISA financial audit was released on the Office of the State Auditor's website on Monday, February 13, 2023. All public school audits are under the Public Education Department.
 - TISA received one audit finding, Internal Control over Financial Reporting (Other Matters) in which it was stated that fund 24308, ESSER II was reporting that the expenses were lower than what TISA received in its revenues from the state after the RFR reporting process. The finding was directly related to a decrease from the initial award of \$219,418.88 to \$204,556.51, a difference of \$14,862.37. Expenses were allocated to fund 31701 SB-9 to cover the decrease. Before the audit was over, a journal entry was done in the amount of \$3,619.75 to allocate the expenses back to 24308 from 31701, as were initially expensed and refunded through the state.
 - The audit also showed that the two audit findings in FY21 were both resolved during the review of the FY22 audit.
- Finance
 - Nicole Abeyta (School Business Official/Compliance Officer) plans to send out a tool for student families to access how they would like school spending prioritized.
- Calendar
 - March: finalize Directors contract
 - NM PED (Public Education Department) visits TISA on March 28th, 2023.
 - April – preliminary review of budget.
 - GC members continue training for completion by the end of July.
- Data – Nothing to report
- Facilities – Nothing to report

XIV. Report on completion of Governing Board Training by TISA Council members (Discussion)

XV. Items for next month's agenda (Discussion)

- Committee to evaluate and redesign Director performance surveys (Discussion) (Action Item)
- Presentation of infograph for use on TISA website by Alejandra Villalobos Meléndez (Vice President) (Discussion) (Action Item)
- Executive Session on Personell matters (Discussion) (Action Item)
- TISA website revisions and additions (Discussion) (Action Item)

XVI. Review date of next meeting

- March 21st, 2023 at 5:45 PM

XVII. Adjournment (Action Item)

- Alejandra Villalobos Meléndez (Vice President) makes a motion to adjourn meeting at 8:04 PM.
- Sarah Dzieweczynski (Secretary & Treasurer) seconds.
- 7 Yea 0 Nay. All in favor, motion carries.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Rich Greywolf at 575-779-9311 least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Rich Greywolf at 575-779-9311 if a summary or other type of accessible format is needed.

