

TAOS INTEGRATED SCHOOL OF THE ARTS GOVERNING COUNCIL

Tuesday May 9th, 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!

Approved Meeting Minutes

MEMBERS	COMMITTEE	PRESENT	ABSENT
Yvonne Trujillo (President)	Audit, Board Policy	Present	
Alejandra Villalobos Meléndez (Vice President)	Finance	Present	
Sarah Dzieweczynski, (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		Absent

Staff Present:

Richard Greywolf (Director)

Nicole Abeyta (School Business Official/Compliance Officer)

- I. Call to order: Yvonne Trujillo (President) calls to order at 5:54 PM.
- II. Establish quorum: Yvonne Trujillo (President) established quorum at 5:55 PM.
 - Present: Yvonne Trujillo (President), Alejandra Villalobos Meléndez (Vice President), Sarah Dzieweczynski (Secretary & Treasurer), Linda Seto, (Member), Alison Haney (Member), and Andrea Nicholson (Member).

- 6 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 (Discussion) (Action Item) (3 minutes)

- i. Review minutes from April 18th, 2023
 - ii. Agenda for May 9th, 2023
- Sarah Dzieweczynski, (Secretary & Treasurer) makes a motion to accept meeting minutes from April 18th, 2023, and Agenda for May 9th, 2023, as presented.
 - Andrea Nicholson (Member) seconds.
 - 6 Yea 0 Nay. All in favor, motion carries.

V. Public Comments- None.

VI. Financial Report Financial Reports - (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.
- The April 2023 Hillcrest bank account reconciled with no variance.
 - i. BARS - (Discussion) (Action Item)
 - 521-000-2223-0048-I - Increase to fund 24101, Title 1 in the amount of \$62,622.00 is a final FY23 and carryover amount from FY20-21 and FY20-22. The increase will be used to increase the Educational Assistant FTE's from 2.0 to 3.0 and related expenses. The remaining funds will be allocated to instructional materials, and software.
- Andrea Nicholson (Member) makes a motion to accept Financial Report and BARS as presented.
- Alejandra Villalobos Meléndez (Vice President) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

VII. BAR near year-end approval - (Discussion) (Action Item)

- Linda Seto, (Member) makes a motion to authorize Nicole Abeyta (School Business Official/Compliance Officer) to adjust BARS without TISA Governing Council approval near the end of the fiscal year to balance the budget with the understanding that the

Governing Council would ratify the BARS at June 2023 meeting.

- Sarah Dzieweczynski, (Secretary & Treasurer) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

VIII. FY24 Salary Schedules - (Discussion) (Action Item)

- The 2023-2024 Salary Schedule was sent prior to the meeting via email from Nicole Abeyta (School Business Official/Compliance Officer) to all TISA Governing Council members for review.
- Salary schedule reflects base salaries for TISA teaching staff.
- State legislation will increase salaries 6% in addition to the 7% legislated increase in 2022.
- Alejandra Villalobos Meléndez (Vice President) makes a motion to accept the 2023-2024 Teacher salary schedule as presented.
- Alison Haney (Member) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

IX. FY24 grant applications - (Discussion) (Action Item)

- Director Greywolf presented.
- Bilingual teacher/program
- IDEA-B fund for Education Aides
- ESEA art grant has increased. These funds are used toward STEAM, visiting artists, and performing arts.
- TITLE 1 funds for low income helps pay for 4 Educational Aides to target reading
- TITLE 2 funds are used for stipends for a mentor teacher (Sally Greywolf/Level 3 teacher and National Board Certified), testing coordinators (MAPS, state and science testing), SPED coordinator, to support ELL students, and for training in Math instruction.
- TITLE 4 funds for wellness have not been completed or released by PED.
- SEL (Social Emotional Learning) grant in the amount of 10K – Anne Marie Manuelli has been contracted to provide mindfulness services to K-8 (also funded by an ESSR grant). Sex Education will be provided from 7-8 grade students by the school nurse. Director Greywolf will receive training in de-escalation techniques. All funds must be spent by 9/20/2023. A new reward letter will come in July 2023 for the following year.
- National School Lunch Program currently reimburses 76% of costs (TISA pays the remaining). New legislation at the state level will now reimburse the remaining cost beginning in the 2023-2024 school year.
- FAEA Fine Arts Education Acts supplements STEAM and Performing Arts programs
- BMEP Bilingual Multicultural Education Program funds Spanish, Tiwa, Ell Coordinator and Indian Education. Funds in the amount of 54K to be used exclusively for Native America student population (currently there are 22 students at TISA who identify as Native American).

- Sarah Dzieweczynski, (Secretary & Treasurer) make a motion to accept grant funding utilization as presented.
- Yvonne Trujillo (President) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

X. Preliminary budget for 2023-2024 (Discussion) (Action Item)

- Preliminary budget documents for the 2023-2024 school 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.
- The Student Equalization Grant is the amount of money provided for the education of students. It is given per student unit. The SEG is estimated for the new school year and adjusted at the 40th day count to reflect the true number of students enrolled at TISA. Currently, \$6,241.67 is the unit value per student (SEG x number of students = operational budget). THE SEG is deposited to TISA on the 10th of each month. Addition funds make up TISA's budget.
- Basic Membership funds approximately \$1,607,900
- SPED funds approximately \$304,000
- Bilingual Education funds approximately \$109,000
- Elementary Fine Arts funds approximately \$56,000
- Size Adjustment funds approximately \$3,000
- Rural Population funds approximately \$86,000
- At Risk Population funds approximately \$227,000
- Currently TISA has carryover funds in the amount of \$619,340 from FY 2022-2023 (this number is in part to Covid funds).
- A projected carryover for FY 2023-2024 is \$384,269
- SEG for FY 2022-2023 equaled \$2,608,127
- Projected/low estimate SEG for FY 2023-2024 is \$2,355,948
- TISA has increased expenses of 7.24% for medical insurance and a rise from 17.15 to 18.15% toward retirement NM-ERB.
- Alejandra Villalobos Meléndez (Vice President) makes a motion to accept the 2023-2024 Preliminary Budget with corrections made to reflect the accurate salary and liabilities of Director Greywolf.
- Linda Seto, (Member) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

XI. 2023-2024 School Year Calendar (Discussion) (Action Item)

- Presented by Director Greywolf
- The state of NM no longer offers the K5+ and ETLF programs which TISA participated in, receiving additional funds. Rather the state has increased hours for all schools in New Mexico. TISA was already doing this by participating in the above-mentioned programs.

- School days for elementary students will increase from 7 to 7.5 hours a day (8 AM - 3:30 PM)
- School days for middle school students will increase from 7.5 to 8 hours a day (8 AM – 4 PM)
- Full winter break, short Thanksgiving break, school will end in May.
- Tutoring/care will be offered after school with a proposed schedule of: 3:30 – 4 PM Math, 4 – 4:30 PM Reading/homework help, 4:30 – 5 PM supervised free time.
- Alejandra Villalobos Meléndez (Vice President) makes a motion to accept the 2023-2024 School calendar as presented.
- Andrea Nicholson (Member) seconds.
- 6 Yea 0 Nay. All in favor, motion carries.

XII. TISA Governing Council bylaw revisions and changes (Discussion) (Action Item)

- Possible revisions to bylaws discussed for consensus (i.e. changing meeting method to zoom versus in person, eliminating submission of resume for consideration to serve on the TISA Governing Council).
- Sarah Dziejewczynski, (Secretary & Treasurer) will edit/revise TISA Governing Council Bylaws and share with all Governing Council members prior to June 2023 meeting for review.
- No action taken.

XIII. Background checks for school volunteers and chaperones (Discussion) (Action Item)

- Teachers have been advised to always have eyes on chaperones and students.
- A parent/guardian can be with their student alone, but not with other students unsupervised.
- Background checks are required of instructors/teachers.
- Legal Council suggests background checks for volunteers in the classroom.
- State Law states a person who has committed a crime may work at a school if that crime does not involve a child or a sex offense.
- Director Greywolf will research policies at similar institutions, gather suggestions from the Governing Council, and bring suggestions to the June 2023 meeting.
- No action taken.

XIV. Director's Report:

- Kindergarten teacher leaving TISA
- 5th Grade teacher is retiring
- Reading Specialist is retiring
- Middle school Math instructor is leaving TISA
- Spanish teacher has been absent from TISA for most of the 2022-2023 school year due to health issues, they will not be returning
- 5 or the 6 vacancies are filled at this time
- Plans to welcome a Physical Education teacher for 2023-2024 school year

- Linda Seto will come on as an Assistant to Director Greywolf to promote and document art integration at TISA, assume duties when the Director is absent from the property, perform evaluations of Sally Greywolf, and provide Math instruction support for K-5.
- NMSA testing has finished, working on MAPS testing

XV. Announcements - None

XVI. Committee Reports

- Audit – nothing to report
- Finance – nothing to report
- Calendar – nothing to report
- Data – nothing to report
- Facilities – floors will be retiled in the buildings over the summer and 3 new spaces created/built in the back of the multipurpose/cafeteria room for offices.

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

- TISA Governing Council Bylaw revisions and edits
- Executive Session to discuss Background check policy
- Remove Julee Lamure from Governing Council
- Review new Governing Council candidates

XVIII. Review date of next meeting: Tuesday June 20th, 2023 at 5:45 PM

XIX. Adjournment (Action Item)

- Sarah Dzieweczynski (Secretary & Treasurer) makes a motion to adjourn meeting at 8:51 PM
- Andrea Nicholson (Member) seconds.
- 6 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.

