

TAOS INTEGRATED SCHOOL OF THE ARTS GOVERNING COUNCIL

Tuesday June 20th, 2023 at 5:45 PM (MST)

118 Toalne Drive, Taos, NM 87571

Join Zoom Meeting

<https://us04web.zoom.us/j/71697487051?pwd=cUF2eU5DUkVhbnJFdz09>

Meeting ID: 716 9748 7051 Passcode: m9g9Yp

Where decisions for children are made with heart and mind!

Meeting Minutes

Approved August 15th, 2023

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		Absent
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 5:50 PM
- II. Establish quorum: Yvonne Trujillo (President) established quorum at 5:55 PM.
- 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 May 9th, 2023
- ii. Agenda for June 20th, 2023

- Sarah Dzieweczynski, (Secretary & Treasurer) makes a motion to accept meeting minutes from May 9th, 2023 as presented, and Agenda for June 20th, 2023 with the elimination of item XI. ii. Treasurer & Audit/Finance committees – Sarah Dzieweczynski resignation.
- Alejandra Villalobos Meléndez (Vice President) seconds.
- 5 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. NONE

VI. Financial Report Financial Reports - (Discussion) (Action Item)

- i. 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.
- The May 2023 Hillcrest bank account reconciled with no variance.
- Operational \$508,000 expenditure account needs to zeroed and spread between other accounts per PED
- FY23 Audit has begun
- was given prior approval by the TISA GC to submitted BAR's
- Following are BAR's submitted, with prior TISA GC approval in April 2023, by Nicole Abeyta (School Business Official/Compliance Officer)
- Three BAR's that were input to reallocate funds for account lines that had insufficient funds.
 - 521-000-2223-0050-M- Maintenance fund 11000 Operational in the amount of \$1,284 from health and medical to liabilities.
 - 521-000-2223-0051-T- Transfer fund 11000 Operational in the amount of \$255 from health and medical to liabilities.
 - 521-000-2223-0052-M- Maintenance fund 27114 Structured Literacy & Early Literacy in the amount of \$10 from other textbooks to cover liabilities.

- Motion to approve financials and BAR'S as presented by Alejandra Villalobos Meléndez (Vice President).
- Alison Haney (Member) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.

VII. TISA Governing Council Bylaw revisions and edits (Discussion) (Action Item)

- Motion to accept TISA Governing Council Bylaw edits as presented by Alejandra Villalobos Meléndez (Vice President).
- Alison Haney (Member) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.

VIII. Executive Session to discuss Background check policy (Discussion) (Action Item)

- Alejandra Villalobos Meléndez (Vice President) makes a motion to enter Executive Session.
- Yvonne Trujillo (President) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.
- Yvonne Trujillo, President, Alejandra Villalobos Meléndez (Vice President), Sarah Dziejewczynski (Secretary & Treasurer), Linda Seto (Member), Alison Haney (Member) vote to enter Executive Session at 6:41 PM. Richard Greywolf (Director) and Nicole Abeyta (School Business Official/Compliance Officer) join.
- Linda Seto (Member) makes a motion to exit Executive Session at 7:31 PM.
- Alejandra Villalobos Meléndez (Vice President) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.
- Yvonne Trujillo (President), Alejandra Villalobos Meléndez (Vice President), Sarah Dziejewczynski (Secretary & Treasurer), Linda Seto (Member), and Alison Haney (Member) each affirm that no votes were taken during Executive Session.
- Sarah Dziejewczynski (Secretary & Treasurer) makes a motion to adopt the following policy regarding background checks of parent/guardian volunteers at TISA:
 - Volunteer drive to happen at the start of each school year informing families of volunteer opportunities, required training and background checks
 - Background checks will be required for parents/guardians chaperoning student on field trips and overnight trips
 - All volunteers required to attend training on school safety and etiquette
 - Background check scholarships will be available for through TISA PTO
 - TISA Staff will receive training on school safety in relation to volunteers
- Alison Haney (Member) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.

IX. Remove Julee Lamure from Governing Council (Discussion) (Action Item)

- Linda Seto (Member) makes a motion to accept the resignation of Julee LaMure from the TISA Governing Council and keep her on the Audit Committee as a community member.
- Alejandra Villalobos Meléndez (Vice President) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.

X. Review new Governing Council Candidates (Discussion) (Action Item)

- No Action Taken

XI. Reassignment of TISA Governing Council roles and committee duties (Discussion) (Action Item)

- i. Audit Chair – Yvonne Trujillo
- ii. New committee assignments

- Sarah Dzieweczynski (Secretary & Treasurer) makes a motion for Yvonne Trujillo to serve as Audit Chair and herself, Sarah Dzieweczynski (Secretary & Treasurer) to serve on the facilities committee.
- Alison Haney (Member) seconds.
- 5 Yea 0 Nay. All in favor, motion carries.

XII. Director’s Report:

- NM PED scores TISA as a “Spotlight” school with a score of 46
- 4% decline in Math
- 21% increase in reading

XIII. Announcements - NONE

XIV. Committee Reports

- Audit – entrance meeting June 28th, 2023
- Finance – still working on upcoming budget, Nicole Abeyta (School Business Official/Compliance Officer) will send conflict of interest questionnaire to all Governing Council members tomorrow.
- Calendar – nothing to report
- Data – reported in Directors report
- Facilities – greenhouse going well

XV. Items for next meeting’s agenda (Discussion)

- Consideration of Ms Grayson as a candidate for TISA Governing Council
- Audit/Treasurer TISA GC Bylaws
- Governing Council Roles

XVI. Review date of next meeting: August 15th, 2023

XVII. Adjournment (Action Item)

- Linda Seto (Member) makes a motion to adjourn meeting at 8:11 PM
- Alejandra Villalobos Meléndez (Vice President) seconds.
- 5 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.

