

**Draft MINUTES OF  
THE MONTESSORI ELEMENTARY SCHOOL  
GOVERNING COUNCIL  
August 22nd, 2023  
THE MONTESSORI ELEMENTARY SCHOOL  
1730 Montano Road, NE  
ALBUQUERQUE, NM 87107**

Present: Alan Li, Mary Salazar, Jeffrey Li, Gregory Marez, Charles Kraft

Absent: None.

Administration: Piper Curry, Stan Albrycht (after 6 pm), Amanda Hagerty, Alissa Sanchez

Note taker: Alan Li

Alan called the Regular Meeting of the Governing Council to order at 4:43 pm and confirmed a quorum was present with a roll call vote. All GC members were present.

**Approval of meeting agenda**

Charlie's motion to approve the agenda was seconded by Mary and passed unanimously.

**Public Comment**

Members of the TMEMS staff voiced their thanks for the Governing Council's service and to voice their support for Acting Executive Director Piper Curry's and the rest of the administration staff.

**Review and approve Special Meeting minutes for August 8th 2023**

Mary's motion to approve the minutes for the Special Meeting, held on August 8th, 2023 was seconded by Jeff and passed unanimously.

**Discussion/Action – Finance Committee**

- I. BARS
  - A. There were no BARS.
- II. Expense Reports – Council members reviewed the July expense report.
  - A. Gregory's motion to approve the July expense report as reviewed by the finance committee was seconded by Mary and passed 4-0, with Charlie abstaining.
- III. Chair Update – Mary presented the new format for the Expense Reports that reformat the document to be more viewer friendly for the GC. In addition, there was discussion of potential future roof repairs for the 1730 Montano property and any current plans for it in the budget.

## **CLOSED SESSION – Limited Personnel Matters relating to employee discharge**

Charlie's motion to move into Closed Session, inviting Patricia Matthews and Piper Curry, was seconded by Mary. The motion to move to a Closed Session passed 5-0 with a roll call vote. The Governing Council closed the meeting at 5:23 pm. The meeting reopened at 5:55 pm

### **Discussion/Action – Matters Discussed in Closed Session**

Jeff's motion to reconvene in Open Session and to reaffirm that only matters related to an employee discharge were discussed and no votes were taken, was seconded by Charlie. The motion passed 5-0 by a roll call vote.

### **Discussion/Action – Election of Officers**

- President: Mary's motion to nominate and elect Alan as President was seconded by Gregory. The motion passed 3-0 by a roll call vote, with Alan and Jeff abstaining.
- Vice President: Alan's motion to nominate and elect Mary as Vice President was seconded by Charlie. The motion passed 4-0 by a roll call vote, with Mary abstaining.
- Treasurer: Jeff's motion to nominate and elect Mary as Treasurer was seconded by Gregory. The motion passed 3-0 by a roll call vote, with Mary and Charlie abstaining.
- Secretary: Gregory's motion to nominate and elect Alan as Secretary was seconded by Mary. The motion passed 4-0 by a roll call vote, with Alan abstaining.

### **Discussion/Action – School Policies Discussion and Approval**

Gregory's motion to approve and adopt the TMEMS Policy book as amended was seconded by Mary. The Governing Council discussed advising the Policy Committee to work with the President and the administration to revise and review the Policy Book as needed throughout the year. The motion passed 5-0 by a roll call vote.

TMEMS Policy Book will be posted to the website under the Governing Council tab.

### **Discussion/Action – Annual Resolution**

Jeff's motion to approve the Annual Resolution for Year 2023-2024 was seconded by Gregory and passed unanimously, 5-0, by a roll call vote.

### **Discussion/Action – Conflict of Interest Policy**

Mary's motion to approve the Conflict of Interest Policy was seconded by Jeff. During discussion, Gregory suggested publishing the form for explaining and disclosing Conflicts of Interest to be more easily accessible. The motion passed 5-0 by a roll call vote.

### **Discussion/Action – Code of Ethics**

Gregory's motion to approve the Code of Ethics Policy as Presented was seconded by Mary. The motion passed 5-0 by a roll call vote.

### **Director's Report**

Current student count is 442. Piper went over enrollment, the Equity Council, and goals for the coming school year. Alissa provided additional information regarding school trips and other goals.

### **Discussion/Action – GC Self Evaluation**

The Governing Council discussed and set out the following goals for itself for the upcoming school year:

- Continued refinement of the Executive Director Evaluation system (Policy 123) and general oversight.
- Create a system for the orientation for new GC members.
- Work with the Policy Committee to revise and update the Policy Book approved at this meeting.

### **New Business – Next Meeting**

The next regular meeting will be scheduled for September 26th.

### **Adjournment**

Gregory's motion to adjourn the meeting was seconded by Mary. Meeting adjourned at 7:01 pm.

Signed:

Governing Council of The Montessori Elementary School

By: \_\_\_\_\_

Alan Li, TMEMS GC Secretary