

**MINUTES OF
THE MONTESSORI ELEMENTARY SCHOOL
GOVERNING COUNCIL
April 23rd, 2024
THE MONTESSORI ELEMENTARY SCHOOL
1730 Montano Road, NE
ALBUQUERQUE, NM 87107**

Present: Alan Li, Mary Salazar, Jeffrey Li, Mary Chappell

Absent: Gregory Marez

Administration: Piper Curry, Stan Albrycht

Note taker: Alan Li

Alan called the Regular Meeting of the Governing Council to order at 4:35 pm and confirmed a quorum was present with a roll call vote. Jeffrey Li and Gregory Marez were absent when quorum was confirmed.

Approval of meeting agenda

Mary C's motion to approve the agenda, amended to move Item 'Discussion/Action – Student Handbook Updates' to after 'Discussion/Action – Updated/New Policies', was seconded by Mary S. and passed unanimously.

Public Comment

None.

Discussion – Internship Presentations

Two students presented their internship experiences to the GC. Jeff joined the meeting during this item at 4:56 pm.

Review and approve the Regular Meeting minutes for March 19th, 2024

Mary S.'s motion to approve the minutes for the Regular Meeting, held on March 19th, 2024, was seconded by Jeff and passed unanimously.

Discussion/Action – FY 2024-2025 Budget Approval

Stan presented the draft budget for FY 2024-2025 He answered the GC's questions regarding the figures allocated and the rationale for the upcoming year.

Mary S.'s motion to approve the budget for FY 2024-2025 was seconded by Mary C. and was approved 4-0 with a roll call vote.

Discussion/Action – FY 2024-2025 Calendar Approval

The draft school calendar was presented for the GC to approve. The draft calendar was in line with current guidance from the state.

Mary C.'s motion to approve the FY 2024-2025 school calendar was seconded by Mary S. and was approved unanimously.

Discussion/Action – Chromebook disposal

Mary S.'s motion to proceed with the process of disposal of chromebooks identified in the Board packet was seconded by Mary C. and approved unanimously.

Discussion/Action – Finance Committee

- I. BARS
 - A. None.

- II. Expense Reports – Council members reviewed the March expense report.
 - A. Mary S.'s motion to approve the March expense report as reviewed by the finance committee was seconded by Mary C and passed unanimously.

- III. Chair Update – The chair updated the GC in regards to the budgeting process and its effect on the upcoming year.

Discussion – Director's Report

Current student count is 442. See attached Director's report.

CLOSED SESSION – Limited Personnel Matters and Pending Litigation

Alan's motion to move into Closed Session was seconded by Mary S. The motion to move to a Closed Session passed 4-0 with a roll call vote. The Governing Council closed the meeting at 5:40 pm. The following is a list of subsequent invites and departures:

5:30 pm: Piper Curry was invited.

6:00 pm: Stan Albrycht was invited.

6:13 pm: Amanda Hagarty and Alissa Sanchez were invited.

Discussion/Action- Matters Discussed in Closed Session

Alan's motion to reconvene in Open Session and to reaffirm that only matters related to Limited Personnel matters and pending litigation were discussed and no votes were taken, was seconded by Jeff. The motion passed 4-0 by a roll call vote at 6:24pm.

Alan's motion to approve the job description for the Executive Director as presented was seconded by Jeff and approved 4-0 by a roll call vote.

Alan's motion to approve the 2023-2024 evaluation for the Executive Director as presented was seconded by Mary S. and approved 4-0 by a roll call vote.

Alan's motion to approve the Executive Director's contract, beginning July 1, 2024 through to June 30, 2026, was seconded by Jeff and approved 4-0 by a roll call vote.

Discussion/Action – Updated/New Policies

Mary C's motion to approve new Policy 532, amended to change the title to 'Safety, Security, & Student Wellness Coordinator', was seconded by Mary S. and approved by the following roll call vote:

Alan - Abstain

Mary S - Aye

Jeff - Aye

Mary C - Aye

Mary S's motion to approve an update to Policy 262: Emergency Closings, regarding the ability to make decisions regarding closures or delays, was seconded by Jeff and passed 4-0 by a roll call vote.

Mary C's motion to approve an update to Policy 214: Employee use of tobacco products was seconded by Mary S and approved 4-0 by a roll call vote.

Mary S's motion to approve updates to Policy 210: Re-employment and termination of certified school employees, was seconded by Mary C and approved 4-0 by a roll call vote.

Mary C's motion to approve updates to Policy 267: Staff Field Trip Compensation, regarding exempt and nonexempt employees, was seconded by Mary S and approved 4-0 by a roll call vote.

Mary S's motion to approve updates to Policy 300: Attendance Policy, was seconded by Mary C and approved 4-0 by a roll call vote.

Jeff's motion to approve new Policy 347: Parent Custody Policy, was seconded by Mary S and approved 4-0 by a roll call vote.

Mary C's motion to approve updates to Policy 305, regarding costumes and middle school outerwear, was seconded by Mary S and approved 4-0 by a roll call vote.

Discussion/Action – Student Handbook Updates

Alan's motion to approve the 2024-2025 Student Handbook was seconded by Mary C and approved 4-0 by a roll call vote.

Discussion/Action – Board Training

The GC discussed that those present were up to date regarding training requirements. Future training was discussed regarding the FY 2024-2025 training requirements.

New Business – Next Meeting

The GC scheduled the next Regular Meeting for May 28th. Jeff Li announced his intention to leave the GC by the end of June.

Adjournment

Alan’s motion to adjourn the meeting was seconded by Mary C. and passed unanimously. Meeting adjourned at 7:13 pm.

Signed:

Governing Council of The Montessori Elementary School

By: _____

Alan Li, TMEMS GC Secretary