

**Draft MINUTES OF
THE MONTESSORI ELEMENTARY SCHOOL
GOVERNING COUNCIL
July 16th, 2024
THE MONTESSORI ELEMENTARY SCHOOL
1730 Montano Road, NE
ALBUQUERQUE, NM 87107**

Present: Alan Li, Mary Salazar, Mary Chappell

Absent: None

Administration: Piper Curry, Stan Albrycht

Note taker: Alan Li

Alan called the Regular Meeting of the Governing Council to order at 4:34 pm and confirmed a quorum was present with a roll call vote.

Approval of meeting agenda

Mary S's motion to approve the agenda, amended to move item 6 to the fourth item, was seconded by Mary C. and passed unanimously.

Public Comment

None.

Review and approve the Regular Meeting minutes for June 11th, 2024

Mary S's motion to approve the minutes for the Regular Meeting, held on June 11th, 2024, was seconded by Mary C. and passed unanimously.

Discussion/Action – Finance Committee

- I. BARS
 - A. 529-000-2425-0002-I
 1. Mary S's motion to approve the BAR was seconded by Mary C. and passed unanimously.
 - B. 529-000-2425-0001-IB
 1. Mary C's motion to approve the BAR was seconded by Mary S. and passed unanimously.
- II. Expense Reports – Council members reviewed the June expense report.
 - A. Mary S's motion to approve the June expense report as reviewed by the finance committee was seconded by Mary C and passed unanimously.

III. Chair Update – Mary S let the GC know that the Audit has started.

Discussion/Action – Governing Council Change

As stated in the April 23rd meeting, Jeff Li's resignation was effective June 30th.

In addition, Gregory's resignation, while unavailable at the meeting due to a miscommunication, also was effective June 30th.

Discussion/Action – Election of Governing Council Members

The nominating committee, composed of Alan, Mary S, and Piper Curry, interviewed Denise Rumley and Javier Benavidez for the vacant positions.

Mary S's nomination to elect Denise Rumley to fill the vacancy from Jeff Li, was seconded by Mary C. The GC voted 3-0 by a roll call vote to elect Denise Rumley to fill the vacancy.

Alan Li's nomination to elect Javier Benavidez to fill the vacancy from Gregory Marez, was seconded by Mary S. The GC voted 3-0 by a roll call vote to elect Javier Benavidez to fill the vacancy.

Discussion/Action – Updated/New Policies

Mary C's motion to approve Policy 622: Naloxone (Narcan), was seconded by Mary S. and passed 3-0 by a roll call vote.

Stan left the meeting here at 4:47 pm.

Mary S's motion to approve an update to Policy 336: Wellness Policy, updating it in regard to Asthma, Diabetes, and Vision Screening, was seconded by Mary S. and passed 3-0 by a roll call vote.

Alan's motion to approve Policy 348: Diabetes Management, was seconded by Mary C. and passed 3-0 by a roll call vote

Alan's motion to approve a replacement to Policy 328: Non-Emergency Prescription Medication and Over the Counter Medication at School, replacing it with an overall language update, was seconded by Mary C. and passed 3-0 by a roll call vote.

Mary C's motion to approve a replacement to Policy 342: Carrying and Self Administering Albuterol Inhalers and Emergency Anaphylaxis Medication, replacing it with an overall language update and updated title, was seconded by Mary C. and passed 3-0 by a roll call vote.

Mary C's motion to approve an update to Policy 241: Personal and Sick Leave, updating it adding Black Out Dates and updating the header language as a result, was seconded by Mary S. and passed 3-0 by a roll call vote.

Mary C's motion to approve an update to Policy 330: Blood-Borne Pathogens, updating it in regard to language regarding training, was seconded by Mary S. and passed 3-0 by a roll call vote.

Alan's motion to approve an update to Policy 409: Staff Use of Technology and Equipment, updating it in regard to staff use of equipment, was seconded by Mary S. and passed 3-0 by a roll call vote.

Discussion/Action – IDEA Application

Mary S's motion to approve the IDEA Application was seconded by Mary C. and passed unanimously.

Discussion/Action – Staff Handbook Approval

Alan's motion to approve updates to the Staff Handbook was seconded by Mary C. and passed unanimously.

Discussion/Action – Student Handbook Approval

Mary C's motion to approve updates to the Student Handbook was seconded by Mary S. and passed unanimously.

Discussion/Action – Legal Services Contract

Mary S's motion to approve the Professional Services Agreement for Legal Services as of July 16th was seconded by Mary C. and passed 3-0 with a roll call vote.

Discussion/Action – Board Training

The GC discussed upcoming Board Training for current and new members.

New Business – Next Meeting

The GC scheduled the Annual Meeting for August 20th.

Adjournment

Mary C's motion to adjourn the meeting was seconded by Mary S. and passed unanimously. Meeting adjourned at 5:24 pm.

Signed:

Governing Council of The Montessori Elementary School

By: _____

Alan Li, TMEMS GC Secretary