

**Governing Body Member Change Notification Form**

Submit this form and all supporting documents to charter.schools@ped.nm.gov

**The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Monte del Sol Charter, hereafter "the school," effective on 6/1/2020.**

**Current Governing Body Members and Positions:** Peter Mitchell – President, Anne Salzmann – Vice President, Anne Moses – Treasurer, Sean Pilgrim – Secretary, Yalithza Salcido – Member, Anthony Bowles - Member

**Governing Body Member(s) Resigning or Removed:** Anthony Bowles

**New Governing Body Member(s) and Position(s):** N/A

**Contact information for New Governing Body Member(s) (phone, email):** N/A

**Is the school requesting an extension to fill a vacancy:**  yes     no

**If so, provide date of vacancy:** Click or tap here to enter text.

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months:** 2, Business Manager and CPO

**Effective Date:** 10/16/2024

**The school's notification is hereby submitted by:**

**Signature of School Representative:**     **Date:** 11/15/24

**Signature of Governing Board Chair:**     **Date:** 11/15/2024

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**For PEC/CSD use only**

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**PEC Meeting Date:**

**Agenda:**  Consent (typical)       Regular (unusual circumstance)

**The school's notification was:**  Accepted       Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Public Meeting Notice and Agenda**  
Governing Board Monte del Sol Charter School  
4157 Walking Rain Road Santa Fe, NM 87507  
**Wednesday, October 16, 2024**  
5:00 PM in Room 2 and via Zoom (link below)

**Call to Order/General Welcome** *Time 5:01pm*

**Roll Call of Governing Body Attendance:**

**Peter Mitchell** (President)  
**Sean Pilgrim** (Secretary)  
**Anne Moses** (Treasurer)

**Zoë Nelsen** (Head Learner)  
**Wendy Leighton** (NEA)  
**Udell Calzadillas Chavez** (Faculty)  
**Katie Rarick** (Axiom)  
**Anya Friday** (Scribe)

**Not Present:**

**Anne Salzmann** (Vice President)  
**Yalithza Salcido** (Member)  
**Erika Penczer** (Assistant Head Learner)

**Review and Approval of Agenda – October 16, 2024**  
Motion to approve Agenda as presented by: Anne Moses  
2nd: Sean Pilgrim

**Peter Mitchell YES**  
**Sean Pilgrim YES**  
**Anne Moses YES**

**Review and Approval of Minutes for Regular Board Meeting – September 18, 2024**  
Motion to approve Minutes as presented by: Anne Moses  
2nd: Sean Pilgrim

**Peter Mitchell YES**  
**Sean Pilgrim YES**  
**Anne Moses YES**

**Public Comment:**

Alicia Jones - presented concerns with paycheck and 403b. Alicia recognized that the issues are being resolved but wanted to make sure the board was aware of her concerns.

**Non-Governing Council Reports:** *5:10pm*

**Faculty Report – Udell Calzadillas-Chavez**

- School - Mr G starting afterschool program with students mentoring younger students, Cecily working with torturing these students
- Teachers



- 10/18 Japan sister city visiting
- Students headed to Poland in November
- WAVE
- Santa Fe Community College exhibit - 40 students art will be showcased
- 11/13-11/16 La Cosecha conference
- 11/1 family bilingual night
- 11/4 juniors and seniors election symposium
- 10/25 7th grade annual sun mountain hike

**NEA Report - Wendy Leighton**

- 25th anniversary planning for this Spring
- 10/10 Charter School Renewal site visit went well, working on presentation for 12/9
- NM Black History Advisory committee, Wendy on the board, working to get black history embedded into the NM curriculum

**Discussed questions about the public hearing from Board Members. Zoe Nelsen and Katie Rarick responded to questions.**

**MDS Foundation Report – None**

**Items for Discussion/Vote: 5:30pm**

**I. Previous Month/Finance Month-End Report – Axiom Analytics: Katie Rarick**

- A. Audit Update - will be released in January or February, once released kate Rarick can review the results with the board
- B. Financial considerations to be voted upon
  - 1. Review and recommend approval or disapproval of disbursements
    - Receipts = \$710,885.80
    - Disbursements = \$648,952.81

Motion to approve Disbursements as presented by: Anne Moses  
2nd: Sean Pilgrim

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

- 2. Review and recommend approval or disapproval of bank reconciliations
  - Beginning Balance as of 9/1/2024 = \$3,202,517.32
  - Ending Balance as of 9/30/2024 = \$3,264,450.31
  - September 2024 Activity = \$61,932.99
  - Balanced once void check taken into account
  - Projections may change because 10 more students enrolled which will result in approximately \$120,000 increase in funding expected in February 2025
  - Outstanding checks from August and prior - Business Office to follow up with vendors

Motion to approve Bank Reconciliations as presented by: Sean Pilgrim  
2nd: Anne Moses

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

**3. Review BARs**



- 564-000-2425-0007-IB \$157,968 (repeat due to PED)
- 564-000-2425-0008-IB Ed Fellow \$147,300 total - 3 instructional assistants (MOU attached to financial report)

Motion to approve BARs as presented by: Seam Pilgrim

2nd: Anne Moses

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

**II. Policies**

- A. Second Reading: Medication Administration Policy
  - 1. Added MDS nurse recommendations, #6

Move to approved Medication Administration policy with additions of #6 and deletion of diabetes management policy as presented by: Sean Pilgrim

2nd: Anne Moses

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

**III. Charter Renewal - Zoe Nelsen**

- A. Site Visit Overview
- B. Next Steps
- C. Renewal Hearing scheduled for December 9, 2024, at 2:30 PM
  - 1. Will have up to 30 minutes to present
  - 2. Zoe, Erika, Katie, and Board Representative will answer questions from the review committee

**IV. Board Training/Retreat**

- A. Review and discuss options through PCSNM - \$3,000 with schools budget
- B. Strategic Planning with Kelly Callahan
  - 1. plan for ½ day training to cover all training requirements for the year, likely after January 1st
  - 2. Would also include how to support the school

**V. Review the quote and vote on the new bus and suburban (legislative appropriation)**

- A. Funded by monies from last year, \$200,000
- B. Requesting to purchase one microbus and one suburban
- C. Discussed 4 wheel vs. 2 wheel drive for the suburban

Motion to approve purchase of 4 wheel drive suburban and microbus as presented by: Sean Pilgrim

2nd: Anne Moses

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

**VI. Interim Assessment Results NWEA/MAP - Zoe Nelsen**

- A. Completed NWEA/MAP, 30% efficiency in reading and math (anomaly in 10th grade math, looking into it)
- B. MyPath - targeted curriculum in POD advisory or content area classes, specifically tailored to student's results
- C. Stephanie Owen's analyzing the data so we can quickly track over the next 5 year



period, plan to train a staff member to look at the data to present to board three times a year

D. January will be the next assessment

**VII. Contract Review/Grant applications - None at this time**

**VIII. Governing Council Membership**

**A. Resignation of Anthony Bowles**

Motion to approve resignation as presented by: Sean Pilgrim

2nd: Anne Moses

**Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES**

**IX. Board Resolution – None at this time**

*Restroom Break 6:21pm*

**Board Business: 6:30pm**

**X. Standing Reports**

**A. Standing Board Committees Reports**

1. Building and Grounds Committee - Anne Moses
  - Offered new site plan, may diffuse neighborhood traffic
  - New design for administrative wing
  - Timeline - on track to meet timeline as initially proposed, opening in 2026

**B. Standing MDS Committees**

1. Curriculum Committee - Erika Penczer not present at this time, more information to come
2. Equity Council - Erika Penczer/Zoë Nelsen
  - Continuing work with equity, the council will take new shape this year, still discussing what that will look like

**C. Head Learner's Report – Dr. Zoë Nelsen**

1. Enrollment
2. Site Visit
3. Re-Engagement Program Update
4. Legislative Update
5. 25th Anniversary Planning

**D. Board President Report – Peter Mitchell**

1. Lanel Institute - part of innovation zones

**XI. Review of ongoing Actions/Activities - none at this time**

**XII. Items for the next regular Board meeting**

- A. Revisit retreat, come up with dates
- B. Revisit 25th anniversary planning, come up with dates



C. Send Sean and Peter alumni testimonial

XIII. Possible Executive Session - none at this time

XIV. Adjournment 6:47pm

Motion to adjourn at 6:47pm as presented by: Anne Moses

2nd: Sean Pilgrim

Peter Mitchell YES  
Sean Pilgrim YES  
Anne Moses YES

11/15/24

Approved by President

Date

\*The next regular meeting is Wednesday, November 20, 2024, at 5:00 pm.

\*The agenda is available at [montedelsol.org](http://montedelsol.org), and a paper copy is posted to the right of the front door of the school.

**Accessibility**

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact Monte del Sol Charter School at 982-5225 at least one week before the meeting. Public documents, including agendas and minutes, can be provided in various accessible formats. Please contact the Office of the Head Learner at 982-5225 if a summary or other format is needed.

**Directions**

Take Richards Avenue south from Rodeo Road to Governor Miles, the first traffic light. Take a right onto Governor Miles and proceed .7 miles to Dancing Ground Road. Go left. At Walking Rain Road, go left again and continue until you reach the school.

**Zoom Invitation**

Topic: Monthly Governing Board Meeting

Time: This is a recurring meeting, 3<sup>rd</sup> Wednesday of the Month unless otherwise stated

Join Zoom Meeting <https://us02web.zoom.us/j/84240236424>

Meeting ID: 842 4023 6424

One tap mobile

+12532158782,,84240236424# US (Tacoma)

+13462487799,,84240236424# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

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Monte del Sol Charter School - Santa Fe

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 842 4023 6424

Find your local number: <https://us02web.zoom.us/j/kcR4tMZM>



Zoe Nelsen &lt;znelsen@montedelsol.org&gt;

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**Fwd: Subject: Anthony Bowles resignation from the Monte del Sol School Board**

1 message

**Peter Mitchell** <peter.mitchell@montedelsol.org>

Wed, Oct 9, 2024 at 10:00 AM

To: Anne Salzmann <asalzmann@montedelsol.org>, Anne Hedman <anne.hedman@montedelsol.org>, anne.moses@montedelsol.org, Zoe Nelsen <znelsen@montedelsol.org>, Yalithza Salcido <yalithza.salcido@montedelsol.org>, Sean Pilgrim <sean.pilgrim@montedelsol.org>, Erika Penczer <epenczer@montedelsol.org>

Team:

Please see the note below from Anthony. I sure will miss him and hope he works out his personal issues.

Feel free to call him or send him a note. I talked to him at length last night and know he would appreciate your personal support..

Peter

----- Forwarded message -----

From: **Anthony Bowles** <anthony.bowles@montedelsol.org>

Date: Tue, Oct 8, 2024 at 8:13 PM

Subject: Subject: Anthony Bowles resignation from the Monte del Sol School Board

To: Peter Mitchell &lt;peter.mitchell@montedelsol.org&gt;

Dear Peter Mitchell, Monte del Sol School Board President

I am writing to inform you of my decision to resign from my position on the Monte del Sol School Board, effective 10/08/2024. Due to personal reasons that I prefer not to disclose, I am no longer able to dedicate the time and energy necessary to fulfill my responsibilities as a board member.

It has been a privilege to serve alongside such committed and passionate individuals, working towards our shared mission of the Monte del Sol School. I am grateful for the opportunities I have had to contribute to the school's growth and success during my time on the board.

Please accept this letter as my formal notice of resignation.

Thank you for your understanding and support. I have no doubt that the board will continue to lead the school with integrity and purpose.

Respectfully,

Anthony Bowles