

## Educating Hearts and Minds

The mission of Anansi Charter School is to develop the academic potential and emotional intelligence of each learner. We strive to promote the love of learning through student engagement, innovative educational practices and family and community partnerships.

Anansi Charter School Governing Council

Minutes- August 16, 2017

Location- Anansi Charter School Library

### I. CALL TO ORDER of the Regular Open Governing Council Meeting

Attendance: "X" indicates present at meeting

Officers: X President: Melissa McNulty [2014], X Vice President: Andy Jones [2016]

    Treasurer: Roxanne Rane [2016], X Secretary: Dawn Kittner [2012]

Members: X Sagen Asplund [2016] X Marko Schmitt [2017]

Director: X Michele Hunt

Business Manager: X Mike Vigil, Vigil Group Representative via phone for Budget Report/BARS

Public Attendance: (Teacher for Leadership),

I. Call to Order at: 1735

### II. Approvals [Agenda/Minutes]

a. Agenda: August 16, 2017

b. Minutes: July 25, 2017 Special meeting

Amendments:

a. To Agenda: change actions to discussion on New Business Item: B and C

b. To Minutes: none

MOTION: I,     Sage Asplund    , move that the Anansi Charter School Governing Council approve the 1) AGENDA for this meeting on August 16, 2017; noting amendments above and 2) MINUTES of the regular meeting on July 25, 2017, recognizing the noted amendments as stated above.

Seconded by     Dawn Kittner     X All Approved {X indicates All Approved}

### III. Public Recognition and Comment(s): None

a. Public: [Introduction and Comments] No public present

### IV. Reports [Highlights, Questions, Comments]

a. Leadership Team: No team leader representative present

i. K-2nd:

ii. 3rd-5th:

iii. 6<sup>th</sup>-8th:

iv. Enhancement:

v. Additional:

b. Financial Report: Presented by Mike Vigil via phone

i. Budget Review: reviewed, in ok standing. Look for other risk management claim companies, Ask Friends of Anansi may help with search.

ii. BARS: Budget Adjustment Requests (action) BAR# 1 & 2

MOTION: I Melissa McNulty move that the Anansi Governing Council approve BARS # 1 and 2. Seconded by Sage Asplund. X All Approved {X indicates All Approved}

- iii. Budget Conference: none
- iv. Audit Committee: Melissa McNulty, Dawn Kittner, Roxanne Rane: no report
- v. Finance/Budget Committee: Melissa McNulty, Roxanne Rane: Budget reviewed. Mike Vigil gave report with budget report
- c. Director's Report presented by Michele Hunt (verbal report/written report)
  - i. Data Report for 2016-17 school year
  - ii. Orientation outcome
- d. Council Committee Reports
  - i. Facility: Sage Asplund written and verbal
    - i. Roof repaired, monies received from TMS, 6<sup>th</sup> grade room repaired, landscaping completed inspection in spring, water system maintenance completed, Maintenance log to be developed for water softener. Asked Facility to address odors in her office.
  - ii. Program: Melissa McNulty – no report
    - i.
  - iii. Council Development: Roxanne Rane, Melissa McNulty
    - a) Social Services Program Development- no report
    - b) First training for new council members or returning members went well
    - c) Rachel Kohlman found policies on computer, need to meet and review with Roxanne Rane.
    - d) Mission and vision to align with /on bylaws
  - iv. School Advocacy: Roxanne Rane, Andy Jones- no meet prior though taking on communication objectives form strategic work sessions
  - v. Parent Advisory (FAC): Melissa McNulty –meet with Friends August 17, 2017. Target project is to establish and endowment for school. Raised over \$800 with school supplies. Plus Smile program, fundraiser in conjunction with Bavarian on Let's Move weekend. Art/Truffle making piece, and BINGO

fundraisers will continue. Approach donor for funding. Parent Advisory; Michele develop a weekly open meeting with parents for engagement and feedback

vi. Web Coordinator: Michele Hunt almost ready to launch

V. New Business

a. Approve New GC Members (action)

MOTION: I Melissa McNulty move that the Anansi Governing Council approve Marko Schmitt to be a governance council member. *Seconded by Andy Jones*. X All Approved

b. Approve place and date for Strategic Work Session (discussion) August 30, 2017 1700 at Michele's house.

c. Agenda for Strategic Work Session(discussion)

d. Inventory of items to discard/donate to other non-profit organizations (action)- Returned to district instead of discard/donation, no action needed at this time.

e. OT Contract (action) Debi Schmalbach \$75/hour -18,836 total contract.

MOTION: I Melissa McNulty move that the Anansi Governing Council approve Debi Schmalbach, OT contract for \$18,836 *Seconded by Andy Jones*. X All Approved

f. Art Facilitator Contract (action) Leslie Warnick, \$22,818.00

MOTION: I Melissa McNulty move that the Anansi Governing Council approve Leslie Warnick, contract for \$22,818.00. *Seconded by Dawn Kittner*. X All Approved

g. Parking lot improvement proposal (Action) Chilax for \$10,555.00+GRT 7.3125%

MOTION: I Melissa McNulty move that the Anansi Governing Council approve, Chilax contract for \$10,555.00+GRT 7.3125%. *Seconded by Dawn Kittner*. X All Approved

VI. Old Business

a. None

VII. Executive Session- [Limited to Personnel matters, Student discipline, Director] \*

- a. None
- VIII. Items for next month's agenda
  - a. Host Legislators meeting on accomplishments and goals
  - b. Governance Council Officer Election

- IX. Roles and Responsibilities
  - a. Refreshments for September 20<sup>th</sup> meeting: Sage Asplund
  - b. Melissa McNulty: agenda, SWS prep, planning email for food, Friends meeting,
  - c. Andy Jones: meet with Roxanne for Advocacy
  - d. Roxanne Rane: meet with Andy for Advocacy, meet with Rachel Kohlman and Dawn Kittner for Policy.
  - e. Dawn Kittner: Rachel Kohlman to get policy,
  - f. Sage Asplund: SWS, plan meeting time for Facility committee, Refreshments September, computer training with Melissa McNulty
  - g. Marko Schmitt: prep for SWS
  - h. Michele Hunt: updates for website, host SWS, work style activity for SWS

X. Final Comments and Announcements: none

XI. Adjournment: MOTION: I, Dawn Kittner, move that the Anansi Governance Council adjourn.

*Seconded by Melissa McNulty All Approved {X indicates All Approved}*

a. Adjourned at: 1948

XII. \*Closing an Open meeting- THE LAW: if any meeting is closed pursuant to the exclusions contained in Subsection H of the section, the closure: 1) if made in an open meeting shall be approved by a majority vote of a quorum of the policy making body; 2) the authority for the closure and the subject to be discussed shall be stated with reasonable specificity in the motion calling for the vote in an open meeting; 3) the vote shall be taken in an open meeting; and 4) the vote of each individual member shall be recorded in the minutes. Only those subjects announced or voted upon prior to the closure by the policymaking body may be discussed in a closed meeting.

XIII. To Close: MOTION: I \_\_\_\_\_ move that the Anansi Governing Council convene in closed session as authorized by the limited \_\_\_\_\_ exception of the New Mexico Open Meetings Act relating to \_\_\_\_\_.

XIV. Opening session: Upon reconvening into Open Session, the Council Chair shall state that, "Let the minutes reflect that 'The only matter discussed during the Closed Session was the limited \_\_\_\_\_ specified in the motion for Closed Session.'"

XV. MOTION: I \_\_\_\_\_ move that the Anansi Governing Council approve that statement that the only matter discussed in Closed Session was that of \_\_\_\_\_

XVI. Any ACTION regarding any items discussed in Closed Session needs to be motioned in open session

XVII. MOTION: I, \_\_\_\_\_, move that the Governing Council approve...

XVIII. President: *[Signature]* Date 9/20/17

XIX. Secretary: *[Signature]* Date 9/20/17