

## 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- September 20, 2017  
Location- Anansi Charter School Library

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

Attendance: "X" indicates present at meeting

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

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

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

Director:  Michele Hunt

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

Public Attendance: (Teacher for Leadership), Kelly Farewell

### I. Call to Order at 1735

### II. Approvals [Agenda/Minutes]

a. Agenda: September 20, 2017

b. Minutes: August 16, 2017

Amendments:

a. To Agenda:

i. Correct Leigh Travino to Trivino

ii. Add to New Business Acceptance of member resignation letter: Marko Schmitt

b. To Minutes: "form" instead of "from" in School Advocacy

MOTION: I, Roxanne Rane, move that the Anansi Charter School Governing Council approve the 1) AGENDA for this meeting on September 20, 2017; noting amendments above and 2) MINUTES of the regular meeting on August 16, 2017, recognizing the noted amendments as stated above.

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

### III. Public Recognition and Comment(s):

a. Public: [Introduction and Comments] Kelly Farewell, Leadership team rep

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

a. Leadership Team: Kelly Farewell

i. K-2nd: Italianos hike,

ii. 3rd-5th: 5<sup>th</sup> to earth ships, 4<sup>th</sup>, 6-8<sup>th</sup> Bioblitz new event with forestry, and non-profits science based and hike at Columbine. Implement new writing curriculum. Adopted for entire school. Data collection to note if students need additional review or teaching.

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

iv. Enhancement: Patty Pravitz working with mainly math portion, Lisa Willary with dyslexic students.

v. Additional: over view of school- busy start up. setting up culture for learning on campus, field trips happening- team building and ties to curriculum. Data collection to note if students need additional review or teaching.

SW Dyslexia conference here in Taos a couple teachers attended. Middle school students involved with the Paseo {art event} for projection. 20<sup>th</sup> day challenge was success.

b. Financial Report: Presented by Mike Vigil [via phone], Michele Hunt and Roxanne Rane

i. Budget Review: reviewed; move EA funds (~12,000) come out of extra funds (central services) move line item; other areas discussed negative line items in payroll areas. See reports from budget

ii. BARs: Budget Adjustment Requests (action) BAR# 3 \$7,154.00 Increase to instructional material funds from cash carry over ok, by PED.

MOTION: I Roxanne Rane move that the Anansi Governing Council approve BARS # 3.  
Seconded by Sagen Asplund. X All Approved {X indicates All Approved}

iii. Budget Conference: see below

iv. Audit Committee: Dawn Kittner, Roxanne Rane: Attended open meeting for district. Same group as last year. Here in October, perhaps last weeks. District had more findings and problems. Early November for closing dates for audit.

v. Finance/Budget Committee: Roxanne Rane: 9/19/17 met with Michele had a lot of questions for Mike Vigil for some questions on budget. Mike Vigil to address: negative line items in payroll/liability area, EA funds, STARS program for PED reporting, IT services taken care of by revenue. Rental of Equipment and Vehicles is a mistake will go to Renting of Land and Buildings. \$132,000 from TMS for lease funds return. Budget + by ~\$10,000. Title 1 incorrect related to staff leaving; Read to Lead needs addressing; EGRT spent, software to instructional materials. Carry over ~\$89,000 actual, contract for to take care of Medicare- work with special education needs contract staff, hope to generate funds for special ed. Now use apple square to pay with credit card.

c. Director's Report presented by Michele Hunt (verbal report/written report)

i. Positions Filled

ii. Lease Assistance Update

iii. Transition for 8<sup>th</sup> grade update

iv. School Report Card

v. Upcoming Professional Development

d. Council Committee Reports

i. Facility: Sagen Asplund written and verbal - 9/7/17 mtg parking lot finished, septic tank covers made, maintenance plan for water softening

competed, budget update TBD. New priorities: office odor to address Ozone machine not working, need to address in spring, snow plow contractor, door hardware and keys ~\$8,000 dollars approved, bids for re-stucco and need gutter system to divert water from building, review facility master plan complete, recruit 3 new members by 01/2018, preschool toilet leak, windows need to be installed. Create a list for committee responsibilities

- ii. Program: Leadership report, School grade A
  - i.
- iii. Council Development: Amended and approved polices given to Rachel Kohlman to format and vet. Will meet after Rachel completes. Searching for new members.
- iv. School Advocacy: Roxanne Rane, Leigh Trivino, Andy Jones. Met 9/11/17 develop one pager for family night. Develop goals for year: frequent questions/handout, call out for volunteers, legislative session-preview, thank you notes for committee support for lease funds, education lobby groups and look for funding. Oct 4<sup>th</sup> NM coalition for charter schools {ACE} meeting at Taos Academy school 1245-1330. Heads policy.
- v. Parent Advisory (FAC): Sagen Asplund – go to first Friends meeting tomorrow

V. New Business

- a. Governance Council Member Recruitment- discussed with Council Development
- b. Acceptance GC President resignation letter (action)
- c. Acceptance of member resignation letter Marko Schmitt (action)

MOTION: I Sagen Asplund move that the Anansi Governing Council approve the resignation letters from Melissa McNulty and Marko Schmitt.

Seconded by Dawn Kittner. X All Approved

- d. Inventory of items to discard/donate to other non-profit organizations (action)Not applicable, move to facility committee
- e. Host Legislators meeting on accomplishments and goals: School Advocacy date and invite them
- f. Governance Council Officer Election (action)

MOTION: I Dawn Kittner move that the Anansi Governing Council approve the appointment of the governance council officers:

President: Andy Jones

Vice President: open

Secretary: Dawn Kittner

Treasurer: Roxanne Rane

Member: Sagen Asplund, Leigh Trivino

Seconded by Andy Jones. X All Approved

- g. Board Training Game Plan: (9/30 Ag center and 11/4 Ag. Center) full day training for returning members, check with PED to see what further training is required for new members
- VI. Old Business**
- a. Strategic Work Session Review Tabled to October
- VII. Executive Session- [Limited to Personnel matters, Student discipline, Director] \***
- a. None
- VIII. Items for next month's agenda**
- a. State Charter Conference, move to Director's report for when it is announced
  - b. Training
  - c. Publish GC Officers and what we do in ACS Director Newsletter, School Advocacy
  - d. Strategic Work Session Review
- IX. Roles and Responsibilities**
- Meeting Wednesday, October 18, 2017: Roxanne Rane
- a. Dawn Kittner: work with Council development, o
  - b. Roxanne Rane: Michele and Mike on budget for October, Call reps to come to school, Snack, Advocacy committee- letter thanking committee for lease funds, publish officer and faq for how schools are funded, go to training 9/30/17
  - c. Andy Jones: Advocacy with Roxanne, plan next agenda, email dates for training
  - d. Sagen Asplund: go to Friends of Anansi meeting, Sept 30<sup>th</sup> training, plan facility meeting with Alex Henri
  - e. Leigh Travino: advocacy meeting, training 11/4/17, training check list, facetime/skype for next meeting, check for member for Facility committee
  - f. Michele Hunt: email info request PED for training, set agenda, Roxanne for budget and Mike Vigil weekly), friends tomorrow
- X. Final Comments and Announcements: none**
- XI. Adjournment: MOTION: I, Dawn Kittner, move that the Anansi Governance Council adjourn.**
- Seconded by Andy Jones All Approved {X indicates All Approved}*
- a. Adjourned at: 1945.

**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 \_\_\_\_\_.

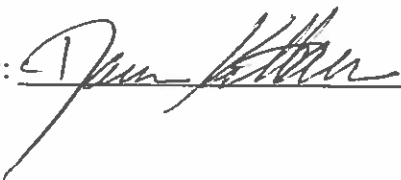
**XIV.** Opening session: Upon reconvening into Open Session, the Council Chair shall state that, "Let the minutes reflect that "The only matter discussed during the Closed Session was the limited \_\_\_\_\_ specified in the motion for Closed Session."

**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...

President:  Date 10/18/17

Secretary:  Date 10/18/17

