

School: 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: March 21, 2018  
Location- Anansi Charter School

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

*Attendance: "X" indicates present at meeting*

*Officers: X President: Andy Jones [2016]      Vice President: Sagen Asplund [2016],*

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

*Members: X Leigh Trivino [2017]*

*Director:   X Michele Hunt*

*Business Manager: X Mike Vigil, Vigil Group (     via phone)*

*Public Attendance:*

*Student representatives: Oz Lesheim*

*Leadership Team member: none*

*Community/public: none*

*Call to Order at:   1730*

**II. Approvals**

*Agenda/Minutes*

*a. Agenda: March 21, 2018*

*b. Minutes: February 21, 2018:*

*Amendments:*

*a. To Agenda: None*

*b. To Minutes: add "r" to repot for report in facility*

*MOTION: I,   Andy Jones    move that the Anansi Charter School Governing Council approve the 1) AGENDA for this regular meeting March 21, 2018; noting amendments above and 2) MINUTES of the regular meeting on February 21, 2018, recognizing the noted amendments as stated above.*

*Seconded by   Roxanne Rane    X All Approved {X indicates All Approved}*

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

*a. Student Council: Oz Lesheim: Earth Day Celebration, April 20<sup>th</sup>, different stations for clean-up, help distribute wood chips, gardens, and ditch work for the acacia. Group of 4<sup>th</sup> -8<sup>th</sup> grade to clean up bike trails, attached to biking day on April 22<sup>nd</sup>, water testing in river, and campgrounds in ski valley road.*

*b. Public: [Introduction and Comments] none*

**IV. Reports**

*a. Leadership Team: Presented by: NONE    Teacher (verbal and written notes)*

*i. K-2*

- ii. 4-6
- iii. 7-8
- iv. Special Ed:

**b. Financial Report Presented by Roxanne Rane/ Mike Vigil**

- i. Budget Review: in good standing, reimbursements are quicker at present, related to personnel. Mike Vigil coming up with Excel spread sheet for follow up with district for monies. Half of lease reimbursement in; second portion of SB-9 in from district. Follow up on Read to Lead payroll and taxes. Have Medicaid number; can start to collect monies for services. Memo to move expenses in EDTECH for supply assets and move it to SB9 to purchase the Chromebook.
- ii. BARs: Budget Adjustment Requests (action)
  - BAR 10: Increase to SB-9 based on revenue received from the district
  - BAR 11: Increase to SB-9 cash carryover based on release of FY17 audited financial statements
  - BAR 12: Increase to Taos GRT cash carry over based on release of FY17 audited financial statements: Amendments monies 150.00 to pay EDTECH services, \$1337 move to SB-9

*MOTION: I, Andy Jones, move that the Anansi Charter School Governing Council approve BARs 10-12. Seconded by Dawn Kittner X All Approved {X indicates All Approved}*

- iii. Audit Committee: Dawn Kittner, Roxanne Rane did not meet, will meet April 18, 2018 at 1600. Audit is public: 3 finding, all resolved.
- iv. Finance Committee: Presented by Roxanne Rane/ Mike Vigil-some with Budget review.
  - First Budget meeting: Passed increase in teachers' salaries 2.5% and another increase, unclear at state level for actual %,
  - collecting information, in April have better sense of where and what funds we have. Closing Purchase orders and see where overall budget stands.
  - Next meeting April 18, 2018 1600 after audit meeting.

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

- i. Transition Visits Complete for 8<sup>th</sup> grade students
- ii. Safe School Plan Consultation in progress
- iii. Evaluation Wrap Up
- iv. Testing Irregularity
- v. Coffee with Director Meetings

**d. Council Committee Reports**

- i. Facility: Sagen Asplund Report by Michele Hunt. Will meet tomorrow, 3/22/18.
  - NM public school facility evaluator will come to facility committee meeting in regards to issues, after verbal notes of everything being well organized, then written report indicating there were deficiencies.
  - Parapet complete, no more leaks, Shade structure on hold.

- Re-review locking of doors til after Safe Report, Lock down to back of school on hold.
- HVAC system data to assess for rest of school,
- Michele's office and septic on hold til summer.
- snow plow review; prep of year 18-19.
  - a) Inventory of items to discard/donate to other non-profit organizations (action): none
- ii. Program: Andy Jones, no report;
  - submitted 90-day plan, Andy to review.
  - Initiate: Follow up of alumni:
    - to measure success, feedback for improvements, EQ,
    - alumni night for student/ parent discussion,
    - bring in Friends of Anansi: Finance employment of data assessment and analysis, annual retrieval of data,
      - ideas for data collection: Leadership/teachers, Ned Doherty, THS teachers, future inclusive parent waiver for grade access as a high school student
- iii. Council Development: Dawn Kittner, Roxanne Rane, Michele Hunt
  - Divided policy and procedures, look like a book, with table of contents.
  - Lions club askance waiting for report
- iv. School Advocacy: Andy Jones, Leigh Trivino: did not meet.
- v. Parent Advisory (FAC): Sagen Asplund: focus on fund raising: bingo, bike with FIT, graduation for 8<sup>th</sup> grade and school. Big Swing Theory for Williams Lake hike

**V. New Business**

- a. Calendar Committee presentation: reviewed, send out for one more public input
- b. Budget Conference Attendance: First Week of April (April 5<sup>th</sup>)
- c. Blue Ribbon School Application: Draft and open for comments

**VI. Old Business**

- a. Governance Council Member Recruitment
- b. Transportation negotiations: no reply after several requests.
- c. School Lunch Program Administrative Review Results and Actions
  - Responded to letter to take regulation and place in policy, completed. Closed as done.
  - Reviewed areas and came up with plans for correction

**VII. Executive Session-** [Limited to Personnel matters, Student discipline, Director] \*: None

**VIII. Items for next month's agenda**

- a. School Lunch
- b. Director Evaluation
- c. Alumni Data collection and analysis for program

**IX. Roles and Responsibilities**

- a. Refreshments for next governance council meeting: Andy Jones
- b. Andy Jones: cucumber melon seltzer, agenda, 4/2 Leadership meeting, Advocacy meeting, Program 90-day plan.

- c. Sagen Asplund: -
- d. Roxanne Rane: Policy, budget, audit meetings
- e. Dawn Kittner: audit, budget, follow with Lion's Club and others for GC
- f. Leigh Trivino: Advocacy committee
- g. Michele Hunt: Agenda, School lunch, facility meetings, audit/budget meetings and training, blue ribbon application.

**X. Final Comments and Announcements: none**

**XI. Adjournment:** *MOTION:* I, Leigh Trivino, move that the Anansi Governance Council adjourn. *Seconded by* Andy Jones X *All Approved {X indicates All Approved}*  
*Adjourned at: 1938*

\*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.

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 \_\_\_\_\_.

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.'"

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

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

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

President: \_\_\_\_\_ Date \_\_\_\_\_

Secretary: \_\_\_\_\_ Date \_\_\_\_\_