

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: May 16, 2018

Location- Anansi Charter School

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

*Attendance: "X" indicates present at meeting*

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

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

*Members:    Leigh Trivino [2017]*

*Director:   X Michele Hunt*

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

Public Attendance:

Student representatives: None

Leadership Team member: Elsbeth Atencio

Community/public: none

Call to Order at:   1733  

**II. Approvals**

Agenda/Minutes

a. Agenda: May 16, 2018

b. Minutes: April 18, 2018

Amendments:

a. To Agenda: none

b. To Minutes: Roxanne Rane closed meeting on April 18, 2018

*MOTION: I,   Leigh Trivino   move that the Anansi Charter School Governing Council approve the 1) AGENDA for this regular meeting, May 16, 2018; noting amendments above and 2) MINUTES of the regular meeting on April 18, 2018, recognizing the noted amendments as stated above.*

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

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

a. Student Council: none

b. Public: [Introduction and Comments] Elsbeth Atencio Leadership member

**IV. Reports**

a. Leadership Team: Presented by:   Elsbeth Atencio, Teacher (verbal and written notes)

i. K-3: Caribbean celebration, I station completed majority met or exceeded,

- ii. 4-6: Kelly rocked Parrc test, rock climbing trip, 6<sup>th</sup> grade Chama trip, 6<sup>th</sup> grade egg drop project finished,
- iii. 7-8: Math night successful, Chaco trip going well 7th grade, year book completed
- iv. Special Ed: post testing reading students reflecting where they started and where they are now, Math

**b. Financial Report Presented by Mike Vigil**

- i. Budget Review: not many changes, in good standing, revenues not anything new, Medicaid will be coming = ~\$20, 000/year not in budget, cash flow will be BARed in to budget once received. Purchase orders for instructional. Majority money in operating expenses. Cash flow fine.
- ii. Cash Transfer Request: transfer to operational fund, ~\$191.44
- iii. BARs: Budget Adjustment Requests (action)
  - BAR 14: increase for SB9 from PED*
  - BAR 15: purpose of budget compliance, 1000 function*
  - BAR 16: purpose of budget compliance 2000 function*
  - BAR 17: purpose of budget compliance- transfer BAR rent line in to instruction line to cover instructional needs*

**MOTION:** I, Roxanne Ran, move that the Anansi Charter School Governing Council approve BARs 14-17 and cash transfer. *Seconded by Leigh Trivino X All Approved {X indicates All Approved}*

- iv. Audit Committee: Dawn Kittner, Roxanne Rane- No meeting, Audit committee will meet in August 2018 for entry meeting
- v. Finance Committee: Presented by Roxanne Rane/ Mike Vigil-
  - Reviewed and compared budget for FSY 18-19
  - Reviewed Salary schedule
  - small room if needed,

**MOTION:** I, Andy Jones, move that the Anansi Charter School Governing Council approve the Budget for the Fiscal school year 2018-2019. *Seconded by Leigh Trivino X All Approved {X indicates All Approved}*

**c. Director's Report:** No report will have in June meeting

**d. Council Committee Reports**

- i. Facility: Sagen Asplund: Security training complete, staff appreciative. Meeting of safety committee, schedule one on one training for classrooms

-Need to meet to prioritize projects.

- a) Inventory of items to discard/donate to other non-profit organizations (action): Library book list All ready addressed

- ii. Program: Andy Jones- surveys are out

iii. Council Development: Roxanne Rane, Michele Hunt

Roxanne Continue to work on finance policies. Have vetted by Vigil Group.

iv. School Advocacy: Andy Jones, Leigh Trivino: Did not meet.

Meeting coming up with Head of Coalition. Local advocacy for dyslexia and arts funding through Taos Community Foundation/ Taos Advocacy Foundation talk about the need for art teachers or dyslexia specialists. Nurturing Centers in elementary schools to help with community services. Work on getting a shed/office/room for counseling services for kids at school

v. Parent Advisory (FAC): Sagen Asplund

Teacher appreciation week, Maggie and Ellen are schedule to leave- looking for new members. Pencil machine. Working with Vigil Group. Board Certification and education for teachers, grow a fund that teachers can use to plan for degrees. Voted to wave fees for charter school. Earth day rescheduled went well. Bike day went well. Bingo made ~\$4000. Staples art show went well. School Supply fundraiser. Reading book bags for over the summer.

**V. New Business**

a. TMS Board meeting – transportation- 2 MOU's One for Power School use \$1,700 and one for bus transportation \$10,900

**VI. MOTION:** I, Dawn Kittner, move that the Anansi Charter School Governing Council approve the MOU's for Power School and for transportation with TMS pending outcome of TMS Transportation meeting. *Seconded by Sagen Asplund X All Approved {X indicates All Approved}*

a. USDA assessment follow-up 2 rural development inspectors came and suggested small grants for bus or facility.

b. Approval of Vigil Group Contract 2018-19

**MOTION:** I, Dawn Kittner, move that the Anansi Charter School Governing Council approve the Vigil Group Contract for \$54,000+ GRT. *Seconded by Roxanne Rane X All Approved {X indicates All Approved}*

- c. Grant Approvals:
  - i. Arts Grant funded ~\$31,358.10 K-6 arts program in place look for companion funds for drama components
  - ii. Read to Lead Grant completed application (\$97,970.15)
- d. Governance Council evaluation of Director form/survey, work meeting at Rio Grande Monday May 21<sup>st</sup>. at 0830
- e. Governance Council Evaluation of year progress form/survey- keep same survey send as google form

**VII. Old Business**

- a. Director Evaluation, surveys in process
- b. School Lunch Survey, survey in process
- c. Approval of Calendar

*MOTION: I, \_Dawn Kittner\_, move that the Anansi Charter School Governing Council approve the Anansi Calendar for 2018-2019 *Seconded by \_Andy Jones\_ \_X\_ All Approved {X indicates All Approved}**

- d. Governance Council Member Recruitment -Continued
- e. Legislative Priorities for possible special session {Tabled to June}
  - i. Alignment with NMCCS and other schools
  - ii. Selection of ACS student attendance to the session

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

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

- a. Executive Session: Director's Evaluation
- b. BARS for clean up only

- c. Legislative Priorities for possible special session
  - i. Alignment with NMCCS and other schools
  - ii. Selection of ACS student attendance to the session
- d. Summary of year from director
- e. 90 day plan follow up

**X. Roles and Responsibilities**

- a. Refreshments for next governance council meeting:
- b. Andy Jones: Work with Leigh on USDA rural grant/funds, letter for transportation meeting, work session
- c. Sagen Asplund: -Friends Meeting, Facility meeting for end of year, work session on Monday, farm meeting
- d. Roxanne Rane: school board meeting on Tuesday, financial policy stuff.
- e. Dawn Kittner: publish work session on radio for director evaluation tool, change GC meeting date to June 14<sup>th</sup> at 1500 at Rio Grande Hall, governance policies and establish the GC calendar for 2018-2019
- f. Leigh Trivino: Work with Andy Jones on grant for USDA rural grant/funds, work session on Monday, letter for transportation meeting
- g. Michele Hunt: Tracy for reimbursements of lunch program to send to Mike Vigil, Andra Madix about discard books, director's report summary, TCF for advocacy/assistive funding for dyslexia and support, send Leigh/ Andy USDA grant form, deliver MOU to district and complete lease assistive grant and art grant

**XI. Final Comments and Announcements:** Change June meeting to Thursday the 14<sup>th</sup> at 1500 at Rio Grande Hall

**XII. Adjournment:** *MOTION:* I, Roxanne Rane, move that the Anansi Governance Council adjourn. *Seconded by* Andy Jones *X All Approved {X indicates All Approved}*  
*Adjourned at: 2012*

\*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 \_\_\_\_\_