

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 (AGC)

Minutes- October 13, 2016

Location- Anansi Charter School Library

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

Attendance: "X" indicates present at meeting

Melissa McNulty [2014], Dawn Kittner [2012], Lisa Bushnell [2015]

Cipry Jaramillo [2011], Roxanne Rane [2016]

Director: Michele Hunt

Business Manager: Domingo Sanchez (via phone for budget Review)

Public Attendance: Sagen Asplund: interest in becoming member

Nancy Stotts; Literacy Coach and Leadership Team for Anansi

Call to Order at: 1737

II. Approvals

Agenda/Minutes

Amendments:

a. To Agenda: none

b. To Minutes:

i. September 8, 2016: None

ii. September 16, 2016 (SWS): Need to have members for Vice President, Treasurer.

MOTION: I, Dawn Kittner , move that the Anansi Charter School Governing Council approve the 1) AGENDA for this meeting October 13, 2016; noting amendments above and 2) MINUTES of the regular meeting on September 8, 2106 and the Strategic Work Session on September 16, 2016 recognizing the noted amendments as stated above.

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

III. Public Recognition and Comment(s):

a. Student Council: None

b. Public: [Introduction and Comments] Sagen Asplund: live in Taos 20+ years has son in 1st grade at Anansi, Daughter who is in education. Interested in being a member

IV. Reports

a. Leadership Team: Presented by *Nancy Stotts*: (verbal and written) 3rd-5th Effectiveness in written in English, LA, and Math; K-2 team increase growth in I-station which replaced Dibbles; Special Ed: Specialized lesson plan for differentiation; 6-7th Development of ELA/SS curriculum; 8th grade: Student behavior in correlation of achievement. Fun things: 3rd grade-Word trees and Continent pumpkins; 4th grade NM research and presentation projects; 5th grade explore mini biographies; K-2; NM Studies field trip to Taos pueblo and Millicent Rogers Museums; Celebration of Learning November 17th adding Bee awareness with NM history/learning

b. Financial Report- Presented by Michele Hunt and Domingo Sanchez via phone

i. Budget Review: Budget cut by ~\$23,000 for school year, concerns related to special education. SB9 money from IT costs. Domingo Sanchez to meet in November at Board meeting.

ii. BARs: Budget Adjustment Requests (action) Cash Transfer of \$25,716.89 and BAR #s _ 7, 8, 9, 10, & 11_ used for fixes, Bar 5 presented to show the movement from last month, BAR 6 did not receive yet

*MOTION: I, _Dawn Kittner_, move that the Anansi Charter School Governing Council approve Cash Transfer of \$25,716.89 BAR(s) number _7_ - 11_.
Seconded by _Roxanne Rane_ _X_ All Approved {X indicates All Approved}*

iii. Audit Committee: presented by Michele Hunt, Audit complete within 5 days occurred at school site. Will be some findings but not many.

From last audit: a board member needs to sign director travel expenses.

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

i. Lease Assistance Grant, Status of LWOP

ii. Research Summary of After School Options

iii. Teacher Observation Plan

iv. Short Cycle Assessment Data

v. Director's PDP Table to Executive Session for November meeting

d. Council Committee Reports

i. Finance and Audit [Established meeting time_] Melissa McNulty and Dawn Kittner. Report presented by_____ No report

- a) Financial meeting on Oct 21st in morning: Melissa, Roxanne, Michele and Domingo to attend. Andy Jones and Sagen Asplund to attend for in-service on ACS Budget
- ii. Facility and Program [Established meeting time ____]: Sagen Asplund (F), Cipry Jaramillo (P) Presented by _____.
 - a) Sagen Asplund (public) for facility: see written report
 - b) Cipry Jaramillo: no report for Program
- iii. Council Development [Established meeting time ____]: Roxanne Rane, Lisa Bushnell, and Melissa McNulty. Presented by _____.
 - a) Social Services Program Development: Social Services Program Development on hold until later in the year
- iv. School Advocacy [Established meeting time ____]: Roxanne Rane and Andy Jones Presented by Andy Jones
 - a) Establish strategy/ research for upcoming session.
 - b) Reach out to smaller school systems, Charter school days during session, and report findings at November meeting.
 - c) Discuss a finite project with parents to do during legislative session
 - d) Special Session; comment by Michele Hunt. Unit value decreased to \$3,980/student. Decrease in budget of \$23,000 for current school year.
 - e) Ask for a lettering campaign to present to the representatives to discuss how the decrease in budget effects small schools. Need in October/November before session starts. Perhaps during Celebration of Learning November 17th
- v. Parent Advisory (FAC) [Established meeting time ____]: Melissa McNulty. Report presented by Melissa McNulty
 - a) Suggestion to have Friends of Anansi to Update Vision and Mission
 - b) Provide teachers with a 50/gift card for class supplies
 - c) Launching Art card forms
 - d) Attend a staff meeting to rebuild relationship
 - e) Create print to present to representatives
 - f) Truffles: create team of 4 parents – 2 for sales, 2 for assembly-Sagen interested in helping
 - g) K-2nd winter sport reduction, teachers concern for meeting class education needs
- vi. Web Coordinator [Established meeting time TBD]: Andy Jones
 - a) Dawn Kittner reported off to Andy Jones for the project see written report
 - b) Photographer for Student yearbook perhaps use for website, pull photos from photographer parents for website.

V. New Business

- a. Approve new GC members (action): New members:

MOTION: I, Melissa McNulty, move that the Anansi Charter School Governing Council approve the new members: Sagen Asplund. *Seconded by Andy Jones*
X *All Approved {X indicates All Approved}*

b. GC Officer Appointments (action):

President: Melissa McNulty Vice president: Andy Jones Treasurer: Roxanne Rane
Secretary: Dawn Kittner

MOTION: I, Dawn Kittner, move that the Anansi Charter School Governing Council approve the appointment of the above noted officers. *Seconded by Sagen Asplund*
X *All Approved {X indicates All Approved}*

c. Travel Request Policy (action): Tabled

d. Henry Architects Contract (action): Reviewed contract, coordinate with Chil-Ax

MOTION: I, Melissa McNulty, move that the Anansi Charter School Governing Council approve the Henry Architects Contract. *Seconded by Dawn Kittner*
X *All Approved {X indicates All Approved}*

e. Aftercare for families with a middle school and elementary child. (action):

i. Discussion maintains current policy for Aftercare fees, cost \$15 per day for Friday, \$10/ for rest of week. No Action required.

f. State Charter Conference: October 27th-28th: To attend: Michele Hunt

g. Publish GC Officers and “What we do” in ACS Director Newsletter

h. Budget Reduction Letter to Rep. Gonzales, Sen. Cisneros, and Parents

i. Confirmation of Attendance for GC Training November 10 from 12-5: To Attend- Sagen Asplund, Andy Jones, Melissa McNulty, Dawn Kittner, Cipry Jaramillo and Lisa Bushnell

VI. Old Business

a. ESSA Focus Group Project: Andy Jones continue to work Michele Hunt

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

VIII. Items for next month’s agenda

a. Legislative Priorities

- b. Executive Session for Director
- c. December 8th meeting: Soiree after the meeting on the 8th
- d. Travel Request Policy

IX. Roles and Responsibilities

- a. Refreshments for November 10, 2016 meeting at UNM-Taos: Sagen Asplund
- b. Melissa McNulty: Agenda, check in with Lisa and Cipry for Training, meeting change date to November 17th
- c. Dawn Kittner: Meet with Roxanne Tuesday at 1200 for signature, enforce appropriate bus stop behavior
- d. Lisa Bushnell: none, meeting with Rachel Kohlman for policies
- e. Cipry Jaramillo: none
- f. Roxanne Rane: Financial mtg Oct 21st, Andy and meet for letter legislation letter for budget, signature at bank.
- g. Andy Jones: Oct 21st budget meeting, meet with Roxane for Advocacy, Get in touch with Michele for ESSA, Read email from Perry, enforce appropriate bus stop behavior
- h. Sagen Asplund: Financial mtg, November Train, Facility meeting, meet with Michele for Truffle, refreshment for next meeting, enforce appropriate bus stop behavior
- i. Michele Hunt: Officer Announcements in news letter, newsletter together, co chairs for truffle fair, ESSA project with Andy, call police tomorrow, policy for director travel request, Domingo Sanchez on Oct 21st.

X. Final Comments and Announcements: Bus stop children behavior is dangerous running to stops- ACS GC parents to address behavior. Change next meeting to Nov 17th

XI. Adjournment: *MOTION:* I, ___ Dawn Kittner ___, move that the Anansi Governance Council adjourn. *Seconded by _Roxanne Rane_ _X_ All Approved {X indicates All Approved}*
Adjourned at: 2033

*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 _____