

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: August 15, 2018

Location- Anansi Charter School Library

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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: X Leigh Trivino [2017]*

*Director:    Michele Hunt*

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

*Public Attendance:*

*Student representatives: None*

*Leadership Team member: none*

*Community/public: Joan Malone and Aaron Livingston*

*Call to Order at:    1746*

**II. Approvals**

*Agenda/Minutes*

*a. Agenda: August 15, 2018*

*b. Minutes: June 25, 2017 [Special meeting] tabled to next meeting*

*Amendments:*

*a. To Agenda:*

*b. To Minutes: Change minutes date to June 25<sup>th</sup>*

*MOTION: I,    Leigh Trivino    move that the Anansi Charter School Governing Council approve the 1) AGENDA for this regular meeting, August 15, 2018; noting amendments above and 2) MINUTES of the special meeting on, TABLED {recognizing the noted amendments as stated above.*

*Seconded by    Andy Jones    X All Approved {X indicates All Approved}*

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

**a.** Student Council: none

**b.** Public: [Introduction and Comments] Joan Malone: retired educator, interested in giving back to community. Aaron Livingston: US Forest service, working in fire service, parent of an Anansi child- interested in perhaps joining the GC

**IV. Reports**

**a.** Leadership Team: None

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

- i. Budget Review: just starting new year. June 30<sup>th</sup> end of year. Upfront payments ~20,000 request for reimbursement, submitted to PED. No indication of being short on reimbursement. Expenditures: no findings in compliance. Carry over ~\$80,000 once audited financials. All funds in compliance. Discussion what percentage ACS GC would like to see for cash reserve goal. Ask for draft financials for budget and audit, prior to February
- ii. BARs: Budget Adjustment Requests (action)

BAR 1 Initial budget for IDEA B \$45,974.00

BAR 2 \$65,991.00 SB-9

BAR 3 \$235.00 Anansi Day School

BAR 4 \$1,297.00 Medicaid reimbursement

MOTION: I, Leigh Trivino, move that the Anansi Charter School Governing Council approve BARs 1-4. *Seconded by Andy Jones X All Approved {X indicates All Approved}*

- iii. Audit Committee: - No meeting, Audit committee will meet in August 2018 for entry meeting. All financial accounts are in good order and compliant.
  - *Needs to meet to determine members and schedule.*
    - *What happens at Entrance meeting: how to go about audit*
    - *What happens at Exit meeting: answer to findings*
- iv. Finance Committee: Presented – did not meet

**c. Director's Report:** [Tabled due to illness]

- i. PARCC Results for 2017-18 school year
- ii. Orientation outcomes
- iii. Enrollment Update
- iv. Zipp Slip
- v. ACS Staff EQ Charter
- vi. ACS Mini Handbook of Procedures

**d. Council Committee Reports**

- i. Facility: Sagen Asplund Did not meet

- a) FMAR Upgrade: no report
- b) Security Improvements: speed bumps, fencing, access to school-noted
- ii. Program: PARCC Results- Tabled to next meeting r/t illness
- iii. Council Development: [Policy] no meeting  
? update handbook policy to note school access policies.
- iv. School Advocacy: Andy Jones, Leigh Trivino no meeting
- v. Parent Advisory (FAC): Sagen Asplund no meeting

**V. New Business**

- a. Approve New GC Members (action): Joan Malone and Aaron Livingston

Discussion: perhaps child care offering during GC meetings would allow others to join

*MOTION: I, Leigh Trivino, move that the Anansi Charter School Governing Council approve the new GC members: Joan Malone and Aaron Livingston Seconded by Andy Jones X All Approved {X indicates All Approved}*

- b. Approve Date & Time for New Board Member Orientation to ACS (action): non-actionable. Discussion: Orientation to ACSGC by ACSGC. See NM PED Charter School Training for CE requirements. Doodle survey meeting time.
- c. Approve place and date for Strategic Work Session (action): no action needed. Date of Strategic Work Session: tentative- August 25, 2018 0930 At Andy's house. Or the August 29<sup>th</sup> at 5/5:30 Pot luck/
- d. Approve Agenda for Strategic Work Session (action): No action needed. Agenda items: developed by Andy and Michele
- e. Inventory of items to discard/donate to other non-profit organizations (action): Tabled
- f. Consent Agenda:

- i. OT Contracts (action)
  - a) Alex Judycki, OTA 8 hours/week ~<\$30,000
  - b) Martie Lockwood: OT eval <\$10, 000 evaluation and assessments consultation
- ii. Art Facilitator Contract (action), Leslie Warnick \$28,000/ 32 hours week
- iii. Speech Therapist, (action), Areana Dru: 8/hours week \$25,000

*MOTION: I, \_Dawn Kittner\_, move that the Anansi Charter School Governing Council approve the above noted contracts. Seconded by \_Roxanne Rane\_ \_X\_ All Approved {X indicates All Approved}*

- g. Parking Lot Improvement Proposal (action) Tabled
- h. Accept resignations of outgoing board members (action)

*MOTION: I, \_LeighTrivino\_, move that the Anansi Charter School Governing Council approve the resignation of Roxanne Rane and Dawn Kittner. Seconded by \_Andy Jones\_ \_X\_ All Approved {X indicates All Approved}*

**VI. Old Business: none**

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

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

- a. Host Legislators meeting on accomplishments and goals (priority for September)
- b. Governance Council Officer Election
- c. Update financial letter to current members
- d. Tabled Items: Director's report, Parking Lot Improvement project
- e. Report GC evaluation for 2017-2018 year and goals for 2018-2019 year

**IX. Roles and Responsibilities**

- a. Andy Jones: 10 CEs, New member orientation, SWS, agenda, SWS agenda
- b. Sagen Asplund: 10 CEs, agenda for Facility meeting
- c. Leigh Trivino: meet with Dawn for Secretary transition, 10 CEs, email Joan and Aaron email to Michelle
- d. Michele Hunt: 10 CEs

- e. Roxanne Rane: Legislative meetings
- f. Dawn Kittner: send email to Phillip for Anansi emails. Send bank letter to Leigh for updates.

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

**XI. Adjournment:** MOTION: Leigh Trivino, move that the Anansi Governance Council adjourn. *Seconded by Andy Jones\_Sagen Asplund\_X\_All Approved {X indicates All Approved}*  
*Adjourned at: 1918*

\*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 8/15/18

Secretary:  \_\_\_\_\_ Date 10.22.18