

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

Agenda- October 17, 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],
Members: _X_ Leigh Trivino [2017], __X_ Joan Malone [2018], __X__ Aaron
Livingston [2018]
Director: _X_ Michele Hunt_by phone_
Business Manager: __ Mike Vigil, Vigil Group (____ via phone)
Public Attendance: Jake Caldwell
Student representatives: none
Leadership Team member: Kelly Farewell
Call to Order at: _ 17:39 __*

II. Approvals

A. Agenda October 17, 2018 *MOTION: I, _ Leigh Trivino _ move that the Anansi Charter School Governing Council approve the AGENDA for this regular meeting, October 17, 2018. Secoded by _Andy Jones _ _X_ All Approved {X indicates All Approved}*

B. Minutes September 19, 2018 *MOTION: I, _ Joan Malone _ move that the Anansi Charter School Governing Council approve the minutes for the regular meeting, September 19, 2018. Secoded by _Andy Jones _ _X_ All Approved {X indicates All Approved}*

III. Public Recognition and Comment(s):

A. Public- Introductions and Comments. Jake Caldwell present to observe board meeting.

IV. REPORTS [Highlights, Questions, Comments]

A. Leadership Team _ Kelly Farewell here to report. School year going well, busy so far. NM studies in 1st, 2nd. Field trips in 3rd. High needs in 4th. 5th doing novel studies. 6th operation sandwich. 7th petroglyph field trip. Building biodome. 8th constitution, debates. Special Ed - 2 new teachers, bringing great energy, flexibility.

B. Financial Report: Mike Vigil, Jr, The Vigil Group- Mike not here, but sent written data/report.

1. Budget Review. We do have some line items to clean up. Lease assistance grant stagnant, will need to pull some \$, possible SB-9 \$, to help cover. Will need some maintenance BARs later - Nov or Dec. Michele needs to review the financials and clarify some points with Mike Vigil. We will be using library fund to buy book subscription. Spent GRT \$ on copy machine, will be reimbursed. Should get another SB-9 check in January, we can move it to help budget in other areas (esp rents/lease).

2. BARs: Budget Adjustment Requests - none

3. Audit Committee: Auditor should be coming early November. Amanda Allalunis from friends will be on audit committee, and we need a GC member to join this meeting as well. Aaron volunteers to joint audit committee.

4. Finance/Budget Committee: did not meet. Also needs GC member. (we also need a treasurer).

C. Director's Report

1. Short Cycle Assessment Data. I Station data encouraging. MAP data, 4th grade class has large pocket of special needs. Staff use this assessment data to identify kids and needs for targeted support, interventions, plans developed.
2. Lease Assistance Award Update - awaiting for final amount. We need to advocate for this. Michele met with Senator Cisneros, he is interested in helping us with this. Models for how charters and districts could work together.
3. Blue Ribbon Award Ceremony - Michele and Kelly going to DC for this in November.
4. 90 Day Plan Summary- Working to provide Teir 1 instruction to all the different levels of students in each grade. Maintaining good climate, teach perseverance, pause and think vs. reacting. Leadership feedback and observations.

D. Council Committee Reports

1. Facility: Michele Hunt- Created priority list to present to county. Masterplan, need to clarify priorities so projects can be approved, hopefully in January. Stucco front, drainage problems. Security cameras. Maintenance issues (carpet 3-6 gr classrms, etc). Bus is coming through. Items will be prioritized. GRT funds will be used for some of these projects. Safety pieces will be collated in appropriations request to Senator Cisneros, there may be some state funds available.
2. Program: no meeting. Upcoming mtg Mon 10/22
3. Council Development: Roxanne, Michele, and Dawn working on wrapping up policy.

4. School Advocacy: Andy Jones, Leigh Trivino - no meeting
5. Parent Advisory (FAC): Joan Malone - Friends needs new members. TATE scholarship for teachers, forms/contracts/etc being developed -* want GC member on the committee for the scholarship - Andy Jones volunteers! Friends newsletter up & running. School support fees stalled. Friends purchased new laptops for teachers. Friends funding Michele and Kelly's trip to DC. Upcoming fundraisers - art cards & truffles (needs chair). Library purchase - 204 new books supplemented by school budget. Bowling fundraiser being considered. ZipSlip - new billing & forms system - training scheduled, should be up and running next week.

V. New Business

- A. Potential new board members - Jake Caldwell present. In between interested & willing. Suffers for time. Limited in ability to join committees and take on additional tasks. Has served on a lot of nonprofit boards. Doesn't want to be treasurer. Is willing to join board, needs to confirm, will let Andy know.
- B. 505.827.6698 - phone number for PED to sign up for trainings. Michele will sign us all up for the upcoming PED training Nov 3.

VI. Old Business

- A. Approve Date & Time for New Board Member Orientation to ACS (action) - tabled from last meeting- 45 minutes - Q&A - Michele plans to prepare the documents (charter, other things she thinks will be useful). put the dox on the Google Drive and people can review as necessary. Joan will be attending upcoming training on on-boarding and will provide feedback.
- B. Strategic Work Session - Date and Agenda. Agenda was sent out. Sun Oct 21 3-5:30 pm meet at school . Potluck snacks.
- C. Project Plan for the GRT Funds - under development, tabled from September Meeting (action to approve based upon facility committee recommendation). Michele will turn list of projects over to GRT; does not require governance council

approval. Anansi pays up front and then the GRT approves and reimburses; must be on the list to get reimbursed. Won't get enough funds to cover all projects. List will be ordered by priority.

D. Host legislators meeting on accomplishments and goals - tabled from September Meeting - Michele met Senator Cisneros last week. See notes under director's report

E. Election of Treasurer - tabled (no volunteers)

F. Update Bank Signers for ACS (action) - Remove Dawn and Roxanne, add Leigh, Joan, and Aaron as signers.

MOTION: I, Andy Jones move that the Anansi Charter School Governing Council approve the removal of old signers and addition of new signers as described above.

Seconded by Leigh Trivino X All Approved {X indicates All Approved}

Bank signer letter signed by Leigh (secretary) and Andy (president) - formally requests the changes with US Bank.

G. Report GC evaluation for 2017-2018 year and goals for 2018-2019 year - tabled from September Meeting - Michele reviews our self-eval from last year. Discussed communication, proactivity of committee chairs, involvement of other people on committees (other than board members).

H. Parking Lot Improvement Feedback Discussion - most people happy with safety. Some people violating the rules. Preschool will get fence and new gate.

VII. Executive Session- [Limited to Personnel matters, Student discipline-Director]*

None

VIII. Items for November agenda:

A. Debrief November 3rd Governing Board Member Training

B. Debrief Blue Ribbon Award Ceremony

C. Facility Committee presentations to discuss projects for prioritization

D. Tentative vote on new member Jake Caldwell

E. Conflict of Interest Policy/Letter - all GC members need to sign

IX. Roles and Responsibilities

** all note that Nov 14th is the next GC meeting**

A. Andy Jones - advocacy committee meeting. agenda for next meeting. will attend SWS. Will attend Nov 3rd training. Print September minutes and agenda and October agenda and August minutes, sign all, give to Leigh to get scanned in and put on website.

B. Sagen Asplund - not present

C. Leigh Trivino - advocacy committee meeting. Send out agenda and date/time/coordinates for SWS. will attend SWS and Nov 3rd training. send conflict of interest letter to board . go to bank and sign signature card. get Perry Penick's email address from Michele so I can email him dox to go on website.

D. Aaron Livingston - attend SWS and Nov 3rd training. stay tuned for Audit committee doings. go to bank and sign signature card

E. Joan Malone - attend SWS and Nov 3rd training. attend Friends meeting on Nov 14th. attend Program meeting October 30th 9 am. go to bank and sign signature card


F. Michele Hunt - update Aaron's email and get him new PW, attempt to meet w/ legislators at Blue Ribbon Award Ceremony, attend SWS, will prep materials for that, will set up GC Team Drive file and fill it with important documents.

X. Final Comments and Announcements

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

Adjourned at: 19:52

XII.

President: 

Date: 10/17/18


Secretary

10.22.18

*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...