

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 - December 19, 2018
Location- Anansi Charter School - Library

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

Attendance: "X" indicates present at meeting

Officers: _____ President: Andy Jones [2016] X by phone; x Vice President: Sagen Asplund [2016], Secretary: x Leigh Trivino [2017], Interim Treasurer: x Aaron Livingston [2018], Members: x Joan Malone [2018], x Jake Caldwell [2018].

Director: x Michele Hunt

Business Manager: x Mike Vigil, Vigil Group (_____ via phone)

Public Attendance: Elaine Taylor, Alix Henry

Student representatives: none

Leadership Team member: Lisa Woolery

Call to Order at: 19:33

II. Approvals (consent agenda)

A. Agenda December 1, 2018 *MOTION:* I, Leigh Trivino move that the Anansi Charter School Governing Council approve the AGENDA for this regular meeting, December 19, 2018. *Seconded by* Aaron Livingston X All Approved
{X indicates All Approved}

B. Minutes November 14, 2018 *MOTION:* I, Sagen Asplund move that the Anansi Charter School Governing Council approve the minutes for the regular meeting with the amendment (proposed by Joan Malone) to clarify that audit report on page XX states: "anticipate no findings", November 14, 2018. *Seconded by* Leigh Trivino X All Approved
{X indicates All Approved}

III. Public Recognition and Comment(s):

A. Public- Introductions and Comments. Alix Henry here to present for Facility Cmte. Elaine Taylor present and is kindly agreeable to joining the board.

B. Presentations from Safety & Facility Committees - Alix Henry-Entry design ideas. We will be OK per code with 1 handicap parking space out front (there are more in the back). 2 plans:

- 1) allows for counseling/mixed use space. meeting space in director's office. storage closet
- 2) similar, but makes the front closet a counseling space and makes the counseling/mixed space have more storage. remove wall between finance office and tutoring space

Both will include windows, security considerations, fresh air access. Will likely be able to improve organization and functioning. If we move forward, Alix will develop more formal elevations and then consult an engineer. anticipate cost @ ~ \$180,000 @ \$300/sq ft.

IV. REPORTS [Highlights, Questions, Comments]

A. Leadership Team - Lisa Woolery presents status of school activities. Celebrations of learning, science, food donations to Taos Feeds Taos. Middle school studying genetics, ancient civilizations.

B. Financial Report: Mike Vigil, Jr, The Vigil Group

1. Budget Review

a) Behind on receiving aftercare payments. Second SB9 allocation anticipated in January. Revenue OK, reimbursements from district a bit slow. Anticipate \$52,000 shortfall. Ancillary services-need to keep a close eye. Haven't been getting Medicaid reimbursements as

C. Director's Report

1. Blue Ribbon Ceremony Update - Proposed for Jan 24 @ 6 pm. Will take place @ TCA. Timeline for plans presented. Cake, honor teachers, students. Invite community members. ~ 1 hour.
2. Bus Purchase Update - approved at November meeting. Activity bus was purchased today. Cost for insurance should be ~ \$1,500/year. We will pay a driver \$18/hour to drive. Cost of driver and fuel will be the cost of field trip, and Friends of ACS has a budget for field trips, so we could use that \$ to pay these costs. Maintenance for bus- expense to be planned for. Activity buses can only be used for 20 years, so this bus has another 10 years of function. Will save on field trip expenses. Used GRT money to purchase.
3. Winter Sports Programs Student Use of Programs Breakdown - \$5,660 scholarships, fundraiser raised about \$9,000. Will use our bus as well as TCS's bus.
4. Meetings with director - parents gave feedback about things they like and things they hope for
5. Charter School Day at Round House - not discussed
6. Next Month MOY Interim Assessment Review - not discussed

D. Council Committee Reports

1. Facility: Alix Henry, Michele Hunt
 - a) Facility Committee presentations to discuss projects for prioritization Move to public session of meeting
2. Program - Joan and Michele: using data to update 90 day plan
3. Council Development: excellent new members joining GC

4. School Advocacy: Andy Jones, Leigh Trivino - did not meet, no report. We need consider joining Charter School Coalition - Matt Pahl. Michele will forward talking points. Andy and Leigh will meet before next GC mtg.

5. Parent Advisory (FACS): Joan Malone. Similar presentations from Alix Henry and Michele. Truffles and art cards raised \$9,400, will fund bonuses for teachers and winter sports scholarships. Zip Slipp system - school support fees lower than normal. Currently only 32% of fees have been paid. Let's Move days being set up - bowling (Gutters will donate and KMNOG will match donation), Taos Mesa Brewery - Bingo, in the Spring.

V. New Business

A. Committee Goals - tabled

B. Proposed for Approval On Board Training: Discussion/Action - Joan Malone has been working on developing our own On Board Training. Needs some information about the history of the school. Joan proposes to be facilitator and develop the lesson plan for the training. She is also making a board manual. Joan needs our approval to develop the application and materials. Would like to make all of this paperless, kept on memory stick but we cannot keep it on Google Docs. Everyone gets their own memory stick. This could be our board manual. Michele suggests involving Dawn Kittner and Roxanne Rane as resources to Joan in this process. Joan hopes to have it ready to be submitted in January.

MOTION: I, __Leigh Trivino__ move that the Anansi Charter School Governing Council approve to have Joan Malone develop the application and materials for On Board Training. Seconded by __Sagen Asplund__ __X__ All Approved {X indicates All Approved}

VI. Old Business

A. Host legislators meeting on accomplishments - tabled

B. Update Bank Signers (Status) - not done yet, leigh and Aaron unable to coordinate. will try to accomplish after Jan 4th

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

VIII. Items for January agenda:

- A. Calendar for Budget Committee meetings -action
- B. Calendar for Calendar Committee meetings- action
- C. Calendar for Lottery Process -action
- D. Vote on Elaine Taylor joining Governance Council

IX. Roles and Responsibilities

- A. Andy Jones - develop agenda for next meeting. will meet with Leigh for advocacy committee mtg, will plan visit to legislature while in session; ? finance committee
- B. Sagen Asplund - will go to facility meeting.
- C. Leigh Trivino - minutes, will mt w/ Aaron re: bank signing, will meet with Andy for advocacy committee mtg.
- D. Aaron Livingston - meet w/ leigh to become signer, will get in touch w/ Mike Vigil re: financial review for his role as treasurer
- E. Joan Malone - working on On Board Training application and materials for PED; will attend FACS mtg
- F. Jake Caldwell - will dive in to documents on GC team drive. will be back up to Joan on her project. will be unable to attend in person next GC mtg (OOT), will attempt to call in.

G. Michele Hunt - work with Joan on Program committee in early January, next semesters strategic plan, work on set up of Blue Ribbon event, work with Alix on the new addition plan, will send Matt Pahl's contact info to Leigh and Andy, conference call re: Medicaid funding, will f/u on mortgage refinance, and will send Aaron email introduction to Mike Vigil

X. Final Comments and Announcements - happy holidays

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

Adjourned at: 17:50

President: [Signature] Date: 1/16/15

*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.