

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 15, 2019
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]; X Vice President: Sagen Asplund [2016], Secretary: Vacant Interim Treasurer: X Aaron Livingston [2018] (arrived 18:03), Members: X Joan Malone [2018], X Jake Caldwell (Acting Secretary) [2018], X Elaine Taylor [2018] (arrived 18:14).

Director: X Michele Hunt (via telephone until 18:45)

Business Manager: Mike Vigil, Vigil Group

Public Attendance: Angela Scarlata

Student representatives: none

Leadership Team member: none

Call to Order at: 17:38

II. Approvals (consent agenda)

A. Agenda May 15, 2019

B. Minutes May 2 Special Meeting, 2019

MOTION: I, Joan Malone move that the Anansi Charter School Governing Council approve the agenda for the May 15, 2019 meeting AND the minutes for the Special Meeting May 2, 2019. Seconded by Andy Jones. X All Approved {X indicates All Approved}

III. Public Recognition and Comment(s):

A. Public- Introductions and Comments (none)

B. Presentations from Safety & Facility Committees

Michele gave an update that the irrigation system needs improvements: The only costs for field are pump and filling tank; Fencing will be completed over summer, working on a cost-share agreement with the neighboring property owner; 3M film, powerwash, patch parapets, painting, stripping/buffing floors will be main (minimal) improvements over the summer;

IV. REPORTS [Highlights, Questions, Comments]

A. Leadership Team (None)

B. Financial Report: Mike Vigil, Jr, The Vigil Group (Mike not present)

1. Budget Review

Budget focus is ensuring payroll requirements will be met; No known shortfalls with a conservative approach through the remainder of the school year.

2. Legislative action implications (None)

3. BARs: Budget Adjustment Requests (action)

A. BAR 076-006-1819-0026-I (\$481.00 budget increase due to final allocation as received from IM Bureau)

B. BAR 076-006-1819-0027-I (\$81 increase form Budget interest revenue earned)

C. 28 (Maintenance BAR) Prospective BAR for maintenance purposes pursuant to standard practices

D. 29 (Maintenance BAR) Prospective BAR for maintenance purposes pursuant to standard practices

MOTION: I, Joan Malone move that the Anansi Charter School Governing Council Approve BARs 26, 27, 28 and 29. *Sagen Asplund seconded; X All Approved {X indicates All Approved}*

4. Audit Committee (no report)
5. Finance/Budget Committee (no report)

C. Director's Report

1. Completion of Staff Evaluations

All staff evaluations are complete; summary report will be submitted to teachers before summer; Student/parent feedback in the fall

2. Planning Jump Start for Program Summer

Fliers will be printed and efforts made to get 30 kids signed up to attend (10 days during summer); New enrollees (in grades above K) being encouraged to attend

3. Prep for next year's focus areas

Meetings will take place on the 23rd and 24th in-service days to finalize plan for the professional development focus for the 2019-20 school year using performance data, teacher observation data, teacher direct input, and a needs assessment for stakeholders. An outline of the plan will be presented at the June board meeting.

D. Council Committee Reports

1. Program: Joan Malone (update on director evaluation plan for June meeting)

Director evaluation surveys have gone out to school community. Andy will send a reminder and will also send the GC the evaluation rubric. GC will conduct GC evaluation at June GC meeting, part of which may include discussion in Executive Session.

2. Council Development: (none)

3. School Advocacy: Andy Jones (none)

4. Parent Advisory (FAC): Joan Malone

Friends group is up to 8 members; Friends is going to help push the director's evaluation survey to parents; Tate scholarship has been offered; Teacher appreciation week went very well, lots of nice donations from Pizanos, Ojo Caliente, Taos Landscaping; Friends may get more involved in Earth Day next year; School supply fundraiser on track;

Friends' focus is on increasing parental engagement/involvement. Consider more interactive ways to conduct orientation. GC discussed the value of potlucks, barbecues in the past as a way to generate good will among parents;

Friends next meeting is a strategic planning meeting on June 26.

Friends is going to try setting up a table at 1st Friday events. (Angela will help connect Friends group to Sarah Basehart)

Gathering some prizes for kids for the summer reading program.

V. New Business

A. Tie Net and Power School

Discussion of the Agreement with TMS for Tie Net and Power School. Favorable discussion with note that signature line at bottom says Taos Charter School.

B. Transportation

Discussion of the proposed Agreement with TMS for School Bus Transportation. GC aspires during this year to understand the basis for the charges by TMS in actual cost, but otherwise feel the services are necessary. Favorable discussion with note that signature line at bottom says Taos Charter School.

C. Request to add two students to 1st Grade Class, from 20 to 22 (action)

MOTION: I, Jake Caldwell move that the Anansi Charter School Governing Council approve the request to add two students to the 1st grade class from 20 to 22. *Andy Jones Seconded. X All Approved {X indicates All Approved}*

D. Approval of MOUs with Taos Municipal Schools

MOTION: I, Andy Jones, move that the Anansi Charter School Governing Council approve the MOU for \$10,900 for Bus Services for SY19-20 and the MOU for \$1,700 for Power School and Tie Net System access, with both MOU's needing the signature line at the bottom changed from Taos Charter School to Anansi Charter School.

Seconded by Aaron Livingston. X All Approved {X indicates All Approved}

E. Approval of ACS Governance Council Board Schedule for 2019-2020 (action)

MOTION: I, Sagen Asplund, move that the Anansi Charter School Governing Council approve the ACS Governing Council meeting schedule for SY19-20, remaining the third Wednesday of each month at 5:30 p.m. *Seconded by Andy Jones. X All*

Approved {X indicates All Approved}

F. Discussion of GC's role in identifying better parent engagement models.

Lively Discussion that GC should play a role, targeting orientation as an opportunity to test engagement opportunities; GC agreed to continue the discussion; No formal action.

G. Approval for Facility improvements expenditures (Fencing and window coatings)

tabled

H. Review GC member terms and recruitment plans

GC agreed to continue to recruit two additional board members in addition to Angela Scarlata

I. Approvals of ancillary staff (action)

MOTION: I, Andy Jones, move that the Anansi Charter School Governing Council approve the Contract Service Agreement between Anansi Charter School and Alex Judycki, Certified Occupational Therapist Assistant (COTA-L), subject to the ratification of the ACS Director. *Seconded by Elaine Taylor. X All Approved {X indicates All Approved}*

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve a standard form of Contract Service Agreement between Anansi Charter School and Martie Lockwood, Certified Occupational Therapist to be created based on the proposal provided at the GC meeting, subject to the ratification of the ACS Director. *Seconded by Andy Jones. X All Approved {X indicates All Approved}*

VI. Old Business

A. Safe School Plan Update (Tabled Until June when full plan will be presented)

B. Onboarding of new members update

No update

C. School mortgage refinance update

No update

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

VIII. Items for June agenda:

A. Student Assessment Data

B. Focus for FY20 strategic plan

C. Safe School Plan completion

D. Director Evaluation

E. Approval of Angela Scarlata as new GC member to begin term as of the following GC meeting (per bylaws Article IV Section 4.1)

F. Vigil Group contract

G. Director Contract

IX. Roles and Responsibilities

- A. Andy Jones : Determine whether information regarding school administrator salaries for charter schools is available through the Charter School division of PED or Charter Schools Association; Agenda; Bank signing; Send out rubric for Director evaluation; Send reminder to parents re: Director evaluation
- B. Sagen Asplund: Bank signing
- C. Aaron Livingston: Budget analysis for compensation threshold
- D. Joan Malone: collate survey data; train Jake
- E. Jake Caldwell: Figure out training
- F. Elaine Taylor;
- G. Michele Hunt;
- H. Angela (Asked to be on list): Explore price for filling water tank

X. Final Comments and Announcements

- A. Elaine Taylor from training made the following suggestions based on training she's received:
 - 1. Read one policy or procedure at each Board meeting
 - 2. Recruitment suggestion: Recruit teacher from another Charter to serve on your board, and recruit teacher from your school to serve on that board's GC.
 - 3. Present value of charter schools to organizations like to chambers of commerce
 - 4. Keep Mission and values of school front and center at every meeting.
 - 5. Send news to local paper frequently.

XI. Adjournment

MOTION: I Andy Jones, move to adjourn. *Seconded by Sagen Asplund. X All Approved {X indicates All Approved}*

Adjourned at 19:45

President:  Date: May 15, 2019