

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- November 20, 2019

Location- Anansi Charter School

I. *Attendance: "X" indicates present at meeting*

Officers: President: Andy Jones [2016]; Vice President: Jake Caldwell [2018]; Secretary: Angela Scarlata [2019], Treasurer: Aaron Livingston [2018], Members: Sagen Asplund [2016] Joan Malone [2018], Elaine Taylor [2018], Amy Trevino [2019]

Director: Michele Hunt

Business Manager: Mike Vigil, Vigil Group (along with associate Jeanette Penunuri)

Public Attendance:

Student representatives: none

Leadership Team member: Eslbeth Atencio

Call to Order at: 17:40

CALL TO ORDER of the Regular Open Governing Council Meeting 5:47

II. Approvals (Consent Agenda)

- o Agenda November 20, 2019
- o Minutes October 16, 2019

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve the agenda for the November 20, 2019 and the Minutes from the October 16, 2019 Governance Council meeting. *Seconded by Aaron Livingston. X All Approved {X indicates All Approved}*

III. Public Recognition and Comment(s): None

- o Public- Introductions and Comments

IV. REPORTS [Highlights, Questions, Comments]

- Leadership Team

Elzbeth Atencio delivered a report from the faculty Leadership Team (See addendum "1" attached to minutes).

- Financial Report: Mike Vigil, Jr, The Vigil Group

1. Budget Review

USDA is behind in reimbursements for the second year in a row (about a 2+ month lag). There are a few budgetary compliance issues that need to be resolved, largely through BARs. GRT reimbursements are forthcoming from the District and should alleviate most of the other issues.

2. BARs: Budget Adjustment Requests (action)

Discussion of BARs 076-006-1920-005-I (BAR #5), IDEA B Special Education Funding, increase IDEA-B funding federal special education funding in the amount of \$53,242, 076-006-1920-0008-I (BAR# 8) Increase GO Bond Student Library Funds in the amount of \$3,376, 076-006-1920-0009-I (BAR #9), Increase for eRate funding received in September and October, 2019 in the amount of \$4,191.

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve BARS 5, 8 and 9. Andy Jones seconded; X All Approved {X indicates All Approved}

3. Audit Committee:

Audit has been completed and exit interview has taken place; Results still subject to review prior to be made public.

4. Finance/Budget Committee:

Budget committee activity is relatively quiet until Audit completion

- Director's Report

1. School-Wide Strategic 90 Day Plan (Update)

The plan has been rolled out with the leadership team, and individual grade bands have now developed their collection tools for data over the course of the year, for reporting in quarterly. Next update in January/February

2. Grant Proposal Results

The Culturally and Linguistically Responsive Instruction grant was approved. Emphasis on higher risk, special education, minority, ESL students. The Anansi Charter School team that will attend the initial three trainings include: Michele Hunt, Elsbeth Atencio, Philip Handmaker, and Blue MacHardy. The first training will take place on December 10th in Albuquerque. (Subsequent trainings will be held in January and February)

3. Teacher Evaluation Program In Process

Director was given a 93.75% completion rate for the first 45 day mandatory walkthroughs and PDP completions. All walkthroughs were completed; however, one was not submitted prior to the 45-day deadline, and one teacher did not complete the PDP prior to the 45 Day timeline. The next deadline is December 10th, and the director is in the process of completing the Domain 1 evaluation and the second mandatory walkthrough.

4. Winter Sports Change of Dates

The Winter Sports program will take place on Mondays rather than Fridays this year. The director is negotiating with the TMS transportation department to change the early dismissal day to Mondays so that all grades can have a full day of instruction on the Fridays during the Winter Sports program weeks. The program will begin on January 13, 2020, and will continue for the following four weeks. The Week of January 20 (Martin

Luther King Day) will have a different sports day (likely Thursday) due to no school on the 20th. The director is working to negotiate with the Ski Valley to provide a ~~Friday~~^{AS} for that one week.

5. Bus Update

The bus requires a new engine, and the director is seeking to purchase the engine from a variety of vendors, including the Taos School District. Hopeful that the cost will be under \$10,000.

o Council Committee Reports

1. Facility: (Angela)

- 3 bids for the fence project. Protege was awarded contract.
- 3M door covering project was completed October 26, 2019
- Architect is receiving proposals for engineering on the entry reconfiguration
- Some campus needs that have been identified:
 - o Code for bus access gate not working
 - o Acoustics for grade 5 classroom require acoustic tiles
 - o Susanna Gelb is landscape contractor and will manage front pasture water
 - o Soliciting bids for snow removal
 - o Flag pole being ^{removed and} put into use ^{AS}
- Facility Master Plan will be revisited March 202
- Preventive Maintenance Plan being updated

2. Program: Michele Hunt

See Director's report above

3. Council Development: (Jake)

Discussion of conducting a self-evaluation to identify areas for prospective development training; Council development committee will review PED Individual Assessment tool and modify for Anansi purposes.

4. School Advocacy: (Andy)

Andy would like to identify other Charter School Advocacy efforts

5. Parent Advisory (FAC): Sagen Asplund

Sagen was not able to attend the last meeting; Michele reported that the FAC is recruiting membership/leadership. Planning a fundraiser to replace the bus engine.

V. New Business

- Debrief Governance Council Training Information, identify progress for board member training requirements

Andy and Joan attended and have fulfilled their requirements

- Rule Change Bullying Policy Requirement: Development and Passed Prior to January 1, 2020

Jake volunteered to compare existing Bullying Policy to new Administrative Code and to update policy as needed and present at December Board Meeting.

VI. Old Business

- Appointment of GC members to committees, Consider adding/removing GC committees
- N/A
- Policy review and discussion of GC capacity-building approach; GC member interests in subjects, policies and issues to cover

- N/A
- Communicate with Legislators regarding loss of small school size funding, inadequate funding to meet mandates, rural status for Taos
- No update
- Anansi Day School lease and 5 year plan: Review response and discuss
- Have received plan though it is not very detailed and lacks specifics. Gist is maintenance of status quo. Will separate construction improvements in relation to ADS in order to save on costs by using local contractors. Succession planning unclear. Objective is to negotiate new lease (current lease expires June 30) with intent of presenting ADS proposed lease in April.
- Discards (action) None this meeting

VII. Executive Session- [Limited to Personnel matters, Student discipline-Director]*
(Director's PDP)

VIII. Items for December agenda:

IX. Bullying Policy

X. Form Charter Renewal Committee

XI. Roles and Responsibilities

- Andy Jones -
 1. Agenda for December
 2. Sagen Asplund -
 3. Sign Checks
 4. Attend friends meeting
 5. Maybe attend meeting at Gorge

- Joan Malone
 1. May try to attend Charter School meeting at Gorge December 13 @5:30
- Aaron Livingston
 1. Examine financial records prior to December meeting
- Jake Caldwell
 1. Draft bullying policy
 2. Organize policy documents
- Angela Scarlata
 1. Get computer working
 2. Find contact of bus experts
 3. Set up/attend facility committee meeting
- Elaine Taylor
 1. Assist for any finance committee needs
- Amy Trevino
- Michele Hunt
 1. Get bus info moving
 2. Work on last section of fence
 3. Email Op-Ed article to board
 4. Connect Angela with web-site developer
 5. Place phone number on website
 6. Send Jake bullying policy

XII. Final Comments and Announcements

XIII. Adjournment

MOTION: I, Jake Caldwell, move to adjourn. *Seconded by Aaron Livingston.*

X All

Approved {X indicates All Approved} Adjourned at 7:27

President: _____

Date: _____

12/18/17