

## 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 Governance Council

Minutes - May 19, 2021, 5:30pm

Location - Anansi Charter School virtual meeting

---

### I. Call to Order of the Regular Open Governing Council Meeting

*Attendance: "X" indicates present at meeting*

*Officers:* X President: Jake Caldwell [2018]; X Vice President: Iris Thornton [2020]; X Secretary: Angela Scarlata [2019]; X Treasurer: Elaine Taylor [2018] joined at 5:41, and left before 7:35.

*Members:*     Andy Jones [2016]; X Aaron Livingston [2018]; X Amy Trevino [2019];     Leilani Weiermann Dean [2021]

*Director:* X Michele Hunt

Business Manager: Jennifer Vigil, The Vigil Group

Public Attendance: Philip Handmaker, Spanish and Music teacher

Student representatives: none

Leadership Team Member: Elsbeth Atencio

CALL TO ORDER of the Regular Open Governing Council Meeting 5:37pm

### II. Approvals (Consent Agenda)

A. Agenda, May 19, 2021

B. Minutes, April 21, 2021 Regular Meeting

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve the consent agenda for May 19, 2021, and the minutes from the April 21, 2021 regular meeting. Seconded by Iris Thornton. X All Approved {X indicates All Approved}*

### III. Public Recognition and Comment(s)

Elsbeth Atencio is here to give the Leadership Team Report, Jennifer Vigil is here to give the Financial Report, and Philip Handmaker is here to give the Equity Council Update.

A. Equity Council Update (Phillip Handmaker)

Philip Handmaker - [Presented Equity Council Report (see Addendum 1, pg. 16).]

Iris Thornton - I am really appreciative of the work the equity council is doing. You were nimble during the pandemic. Thanks for being there when our kids needed it most.

Philip Handmaker - If you weren't nimble this year, you were going down [laughs].

Jake Caldwell - I wanted to echo the thanks of the governance council.

Philip Handmaker - I'd be happy to be more involved. It feels very good. Equity is woven into the way we think and operate at this school. We have been asking these questions along the way.

Michele Hunt - Thank you for answering my call to come to the meeting. Your presentation was straight forward and well prepared. Thanks for taking the time after a long day at work.

#### IV. Reports (Highlights, Questions, Comments)

##### A. Leadership Team Report

Elsbeth Atencio - Tonight I am going to start at the older grades and go down. There is a lot going on in the fourth quarter. Students and staff are busy with all sorts of things. Blue officially completed her master's program. She got a 4.0 gpa and an educational student award. [Presented the Leadership Team Report, including a letter from Tammy (see Addendum 2, pg. 23).]

Michele Hunt - Tammy worked 20 years with the charter school and seven years prior to the charter.

Elsbeth Atencio - Thank you to all of you for being nimble and flexible during this challenging year. I want to express how happy we were to bring the students back in person. It was a long, unusual year. I look forward to bringing it to a close in a good way.

Jake Caldwell - Thanks Elsbeth, all very heartwarming. Blue's accomplishment in getting her master's, and Tammy's retirement. It's a big deal. We should talk off line about what we can do to celebrate. Thanks to you and your colleagues for providing in person school.

##### B. Financial Report: Jennifer Vigil, The Vigil Group Budget Review

###### 1. Budget Overview Summary Report

Jennifer Vigil - We just had a budget meeting. We went over the operational budget from last year to this year. We are trying to keep the budget as flat as possible. ESSER funds. We went over a couple of other documents, our salary schedule. A 1.5% increase for all staff members was mandated. In looking at our budget there is going to be a 6% increase in health and medical increases; and a 1% increase for our educational retirement benefit that we went over as well.

Michele Hunt - We are hoping to come into more money to provide a cushion instead of being so tight. We will be using the cash reserve to balance the budget.

Jennifer Vigil - There were unexpected expenses due to the pandemic. CARES Act funding is pretty strict, we have to provide check images that we were actually spending the money. We need funding sources for one time purchases, to free up the operational budget. CARES Act was only for one year, so it's not as beneficial as SR2 which will help us for a few years.

Michele Hunt - Spend it so you don't lose it [regarding CARES Act]. We kept the budget flat thinking of utilities and other costs going up.

Jennifer Vigil - We are planning to use SR2 funds for building and classroom supplies.

Jake Caldwell - We need to stick to the agenda, is this where we discuss this?

Michele Hunt - Our budget was due today to the school district. We need to look at it tonight to approve it.

Jennifer Vigil - [Presented the Budget Overview Summary Report]

The revenue report shows what we have budgeted to receive and what we have actually received as of April 30<sup>th</sup>, 2021. This month we received our monthly SEG as well as our rent from the Anansi Day School. We also received our CARES/GEER-Hepa Filters, CLSD Q3 Reimbursement, and the Tech Reimbursement.

The expenditure report now reflects what we have paid so far, what we are still planning to pay, and what's left of our budget. A majority of the school's funds and functions are positive. The functions that aren't have had some PO closers that moved the fund to positive, and maintenance BARs have been completed for the others.

We can see in our check register report all the deposits and withdrawals for the month of March. This month we had \$194,697.24 in deposits and \$218,083.93 in withdrawals.

Next, we have our outstanding POs report as of May 4<sup>th</sup>, 2021. There are no POs out of the norm and nothing to really make note of.

Lastly is our bank reconciliation. After all the deposits and withdrawals, the ending balance is \$478,555.86 which ties to the balance sheet.

## 2. BARs: Budget Adjustment Requests (action)

We discussed BARs #34-37.

BAR #076-006-2021-0034-IB – this BAR is per the award letter received from the District in the amount of \$291,781.00. ESSER II/CRRSA.

BAR #076-006-2021-0035-M – this BAR is to match the budget to current expenditures. No effect on budget overall.

BAR #076-006-2021-0036-M – this BAR is to match the budget to current expenditures. No effect on the budget, just moving money to where it is being used.

BAR #076-006-2021-0037-M – this BAR is to budget to match current expenditures. We are adding budget to a line that didn't previously have a budget.

Michele Hunt - Is the initial SR2 money put into the line items in that BAR?

Jennifer Vigil - Yes.

Michele Hunt - Okay I will look in more detail for myself.

Jennifer Vigil - Just let me know if we need a maintenance BAR to move money around.

Michele Hunt - We can look at this outside of meeting time. Getting the Art money and budget, I want to move money around.

Jake Caldwell - Is it necessary to approve the SR2 money today?

Michele Hunt - Yes, we need to approve today.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve BARs #34-37 as presented by Jennifer Vigil. Angela Scarlata seconded. X All Approved {X indicates All Approved}*

### 3. Audit Review and Approval (action)

Michele Hunt - Tabled until June meeting. Our focus has been on creating a budget and not audit review.

### 4. Budget Committee: FY 2022 Review and Possible Approval (action)

Jennifer Vigil - Revenues, cash carry over 2021, and FY 2022 which will be next year. Our operational SEG increased by 4.5%. Blanks are waiting for our award letters. Without letters, the PED won't approve the budget. This number looks inflated but it wasn't. No money was lost or taken. Next is expenditures. Majority of these are reflecting the increase of 1.5% of salaries and the increase of retirement (1%), and the 6% increase we are anticipating. Instructional materials has more funding than others, they don't let us budget it into it yet, has to be put in operational. Funds and functions are positive. Wanted to keep our budget flat going into the new year. Slight increase. Everything looked good. We got property

liability insurance payment, included in here as well. The operational budget is the only thing the council has to approve. I can show you the whole budget if you want, you just can't vote on it.

Jake Caldwell - On the revenues side, the federal hasn't been budgeted yet but lease reimbursement hasn't been input?

Jennifer Vigil - We have to wait on the award letter from Alice. We have to wait on the construction. They use last year measurements and student counts. They give you two expense amounts, and give you the smaller one. I reached out to see if our new instructional spaces would give us greater lease reimbursement. Waiting on them to redo those measurements.

Jake Caldwell - Any comment from Elaine and Aaron who participated in the budget meetings?

Aaron Livingston - I did not make the last budget meeting. I have nothing else to add.

Jake Caldwell - What we are being asked to consider is the 2022 budget with some holes in it. Any further discussion?

Michele Hunt - Can I make a recommendation to the board? This is our healthiest budget we've had in years. It meets the State equalization guarantee.

*MOTION: I, Aaron Livingston, move that the Anansi Charter School Governance Council approve the budget for FY 2022. Elaine Taylor seconded. X All Approved {X indicates All Approved}*

Jennifer Vigil - In order to submit any BARs for other audit and other regulatory mandates, we would need blanket approval for any maintenance BARs to balance the budget at the end of the year.

Michele Hunt - This is standard every year.

Jennifer Vigil - Very little maintenance. No transfer BARs.

*MOTION: I, Elaine Taylor, move that the Anansi Charter School Governance Council give Michele Hunt and Jennifer Vigil authority to create the BARs they need to create a balanced budget. Jake Caldwell amends the motion to require Michele Hunt and Jennifer Vigil to submit those BARs at the next governance council meeting, and that the BARs are subject to cancellation. X All Approved {X indicates All Approved}*

Jennifer Vigil - Do I have to give a salary schedule?

Michele Hunt - You did include it in the budget. Just wanted to know if they wanted to see the 1.5% increases.

Jake Caldwell - I don't need to see it unless it's not straight 1.5% across the board. I think we can move on.

Michele Hunt - The advancements for teachers who have increased experience and certifications are included in the budget.

C. Council Committee Reports

1. Facility: Angela Scarlata/Michele Hunt

Michele Hunt - April 6th we were able to furnish our new spaces because we had a temporary CO issued. They want to see the signs on the new doors for the new spaces. The signs have been ordered and installed. Next Wednesday we will have our substantial completion walkthrough of the facility addition. It is being well put into use in all spaces. We have a balance of about \$20,000. After liquidated damages, we have one item to complete from the punch list items. A PO for the security system for \$1,900.00 through CAM Net. Part of the June board meeting can be used for a walk through if you want.

Jake Caldwell - Yay! Good job persevering. Any questions? The temporary CO will become a permanent CO. It will bring closure to this project. Let's move on for time, not to diminish this new assent to the campus.

2. Program: Michele Hunt

This is going to be small. I have been looking at our successes and weaknesses. What are the barriers to success? There is a staff strategic session this Friday. We increased to 90% of students on campus, 10% at home. It's a testament in building trust in the parent community. I am wrapping up the last of the grants for the upcoming school year. I'm rewriting the Arts grants to bring a collaboration of arts into the learning environment. I'm starting to meet with new personnel for next year, and including them in planning.

3. Council Development: Jake Caldwell

Jake Caldwell - Amy and I will be one hour behind.

Amy Trevino - I found one on ethics that we would have to pay for.

Michele Hunt - If you are paying for those classes then you need to complete the training by June first.

Jake Caldwell - I know Roberta could do a PO but I feel like I will just pay for it.

Amy Trevino - I agree, I put it off and I should pay for it.

Jake Caldwell - I will get with Leilani to see where she is at.

Michele Hunt - If everyone is going to be short on hours, a woman is doing tours and will provide in person training. I think we should bring her on next year. Custom fit to our board. You could get your hours covered that way. She could probably Zoom it rather than in person. We will have a Charter School Coalition PO this year and can add the price of training to that.

Jake Caldwell - There is a PED offering to the credit Andy needs. Amy and I will pay for the course. We should have the training in person next year.

Aaron Livingston - If you have the training breakdown in front of you, I think I am still an hour short. Am I?

Jake Caldwell - You are in the same boat as me and Amy. No wait, you lack an ethics training not an equity.

#### 4. School Advocacy: Andy Jones/Michele Hunt

Michele Hunt - I would like to have an outside the board meeting with a board member or two with Mike Vigil to talk about equity funding for at risk students. I think Taos Charter would join forces. There is an imbalance of funding. Vista Grande is looking at becoming a state charter, and not a district charter because of the inequitable division in funding public schools versus charter schools. I seek to have a meeting before we launch into the school year around funding equity.

Jake Caldwell - I will help you with that. How will we go about asking for a meeting?

Michele Hunt - I'd like to talk to Taos Charter and Vista Grande to build our plan to ask for the meeting to take place. I'd think it would be appropriate to have two board members.

Amy agreed to help. Jake and Amy will be out of town for most of July.

Michele Hunt - I won't have a contract for the month of July. I'd like to complete this before June 30th.

#### 5. Parent Advisory (FAC): Michele Hunt

Michele Hunt - They met this morning. They had a presentation with Lisa O'Brian to look at their Taos Community Foundation investment. They are looking at nearly \$51,000 from just shy of \$31,000 initial investment. June 5th is their strategic planning meeting about their asking campaign to move the endowment forward. They finally did the drawing for families who paid their school support fee. The Crowley's won a two night stay at The Blake [in Taos Ski

Valley]. They did teacher appreciation week with cash payments and origami cards, among other things. They are looking for two new members.

Jake Caldwell - I am impressed with the Friends for just keeping going.

D. Director's Report

1. Enrollment After Lottery Completion

Michele Hunt - [Presented the Director's Report (see Addendum 3, pg. 26).]

We have 197 students enrolled in the 2021-2022 school year, and have a fairly healthy waiting list. Social media helped with the lottery. More than one spot to fill in eighth grade class. Sixth and seventh grades have one more student each. There are two on campus meetings on Tuesday and Thursday, and on Zoom, to welcome new students.

2. Update on ESSER 2 Budget Planning

Jake Caldwell - The CARES Act was first for schools, then was ESSER 1 and Carrissa was the supplement passed in 2020, then was ESSER 2 that has finally made it from the feds, to the states, and to the district. ESSER 3 is coming and huge in comparison to the first two. The district should get \$8.5 million to distribute.

Michele Hunt - [Presented ESSER 2 Budget Planning spreadsheet.] In our revised plan, we need to continue to take care of outdated technology for teachers and students; providing mental health services and support; bringing on a nurse at 10 hours a week; training of staff on trauma; new special ed teacher moving to full time, one special ed teacher moving from full time to half time; providing targeted tutoring to Native American students through Embudo Valley Tutoring, 8% are Native American students, 3% to targeted students; summer program to include all students; we received an SEL grant to provide intensive training to diversity of economic background an minority population of the school; add two additional support personnel in early literacy; having to provide for remote learners looking ahead and make sure we are meeting needs of remote students; Jumpstart program; funds to address continuing purchases of sanitizing supplies for a few years; bring in a math assistant; address learning loss and literacy; increase outdoor learning spaces, one in front of the intermediate grade classrooms and one in the back playground; upgrading HVAC systems and the increase in inspections and changing the filters; and getting equipment for outdoor spaces. This is our overall budget to bring us back to campus after remote learning this year.

I met someone who is interested in the Family Navigator position. It's looking at the potential to provide school wide mental health screening using indicator surveys, grade band type of questions. At no charge through the Department of



Health. To take a look at the mental health of our school. “Mental health first” approach to add to our ESL. This is positive. There are high risk mental health indicators showing in the upper grades. Look at policy shifts around these requirements. Mental health assessment tool. Completely free program. I'm completely intrigued by it but it's only in its beginning.

The Friends are going to buy Tammy a perpetual motion statue for \$500 for her retirement. I am looking at the El Torreon public lunch food program for next year. I am working on a Shutterfly photo book for Tammy. You may want to write something to include from the governance council for Tammy.

Jake Caldwell - Is there someone we should contribute to?

Michele Hunt - We are doing it off campus so we can do a champagne toast for Tammy. The governance council could donate the champagne.

Jake Caldwell - Do we have to do it as a council? I would highly encourage us all to contribute.

V. New Business

A. Consideration and Approval: FY 2022 Calendar (action)

Michele Hunt - We are splitting with the district on Thanksgiving break. The teachers really pushed for a mini October break which falls around San Geronimo Day.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the FY 2022 Calendar as presented. Angela Scarlata seconded. X All Approved {X indicates All Approved} [Elaine Taylor dropped off the meeting before 7:35 and did not vote on this motion, or later motions.]*

B. Consideration and Possible Approval: FY22 Professional Services Contract for Financial Services Contract with the Vigil Group in the amount of \$56,760 plus GRT.

Michele Hunt - They are not asking for an increase over last year's contract. The services would not be changing.

Jake Caldwell - The state procurement code considers a contract not exceeding \$60,000 does not need to go out to bid. Michele, correct? Are there pros and cons to changing financial advisors?

Michele Hunt - Maybe in a year or two you could look into someone new but I would prefer to not bring on anyone new this year.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the professional services contract for Financial Services with the Vigil Group in the amount of \$56,760, plus GRT. Iris Thornton seconded. X All Approved {X indicates All Approved}*

C. Consideration and Possible Approval: FY22 Professional Services Contract for Legal Services with Matthews Fox P.C. in an amount not to exceed \$60,000 plus GRT.

Jake Caldwell - It is worth noting that the contract is not to exceed \$60,000 and is to not exceed the procurement code.

Michele Hunt - Yes, we only paid them \$2,000 this year. We used them for our covid policy.

Iris Thornton - Quick question, is this the contract that gets signed every year with Matthews Fox? [Yes.] Does the school provide this contract to Matthews Fox as in paragraph 5 in the contract? It also sounds like they are the firm that most charter schools use.

Michele Hunt - There is one group in Albuquerque that some schools use. I seek their advice only rarely. Some years I've needed help with them on rents and lease money language. Sometimes I have a personnel or personal issue. You have far more expertise than I do. We could hold off on signing now.

Jake Caldwell - The scope of this contract is to provide an hourly rate, it can't compel them to work. This provision would maybe increase our legal budget.

Michele Hunt - I would have to talk to them about the purpose of it. We have not provided them with every contract we sign into. We are out of compliance on that. They have sent me to different lawyers when I've had a grievance issue. They have looked at our employment contract, but not for a few years.

Jake Caldwell - I wouldn't be surprised if this is in every contract for every school. I think we should think about deleting that paragraph, or asking them to delete the paragraph. I am open to any other approach.

Iris Thornton - It seems like that paragraph is to protect themselves and to protect the client before they enter into contracts. The paragraph is in bold so it must be important to them. Maybe it could be replaced with something that protects them.

Jake Caldwell - Michele, maybe as a suggestion, you should set up a quick call. I would join and maybe Iris [she agrees]. That way we can clean this up. I am willing to reach out directly.

Michele Hunt - I can reach out to Patty and Sue. We need to keep it brief because it is a call we will be paying for. I will sit on the call while one or two of you talk to them.

Jake Caldwell - I don't think they can charge us for time to renegotiate the contract with them.

Michele Hunt - I will call to get that scheduled in the next couple of weeks. Are there days you are not available?

Jake Caldwell - The lunch time window is good for me.

Michele Hunt - Okay, so 11:30 to 1:00? [Yes.]

D. Board Members, Angela Scarlata term ending (Possible Action on Secretary Position)

Jake Caldwell - Discussion about board members. Angela is going to step down after the June Meeting. Andy is also going to be stepping down, he's just too busy. We need to double down on board recruitment. Our bylaws allow us to go down to no less than 5. Getting risky doing that. Board recruitment is getting critical. The secretary position needs to be filled.

Michele Hunt - It is an undue burden to be a board of five. Seven is a good amount, nine is hard to achieve. I am always on the lookout. I promote it in our new family meetings. It was great having Joan Malone on the board, having a perspective of someone in the community who is not a parent. We should be looking in places that would compliment us. System management and policy, community advocates, financial managers.

Jake Caldwell - Michele, as you get enrollment going, you ask parents to join the governance council using the parents as partners form as a recruitment tool. I would like us to each reach out to someone to recruit. Another big part of this discussion is that I hope Angela will join us for the next meeting, is who we are going to get to fill the secretary position. We could break up some of the duties to make it easier on people. At our next meeting we are really going to have to do something.

Michele Hunt - New families recruitment. I will scan our parent body at where we had some expression of interest. I'll introduce it next week but I won't get responses until a few weeks into June. Leslie and Chris Mondragon might consider to be board members. They are pretty involved at Centinella Bank.

Jake Caldwell - I know Chris a little bit, I am willing to reach out.

Michele Hunt - Scott McAdams. His workload has changed quite a bit. These are the two that have come up in my thoughts. They have a longevity about them. If there is anyone up in the Ski Valley and the B Corp. Part of being a B Corp is being involved in the community. [Amy agrees to try to recruit someone from the Ski Valley.]

E. Consideration of whether to return to in-person Governance Council meetings.

Jake Caldwell - One thing that is an agenda item is if we want to meet in person. I don't know the value of meeting in person vs meeting on Zoom. As far as recruitment of governance council members, we could be more creative in person. Is this the right time for it? I think we need to move in the direction of having in person meetings. I wanted to check in with everyone, we could have met in person tonight.

Michele Hunt - I think it is important for everyone to talk about vaccination comfort level. We have the spaces. There needs to be a rhythm of in person and zoom meetings. Laying out a schedule and seeing where the tweaks need to be.

Amy Trevino - I would like to start meeting in person but would like to keep the remote option open. Especially when recruiting. I'd be open to meeting in person depending on everyone's comfort levels.

Jake Caldwell - Does the school have a good option to do both? We are going to have to provide a physical space to invite the public. Let's try it in the June meeting.

Michele Hunt - I think we can totally do it. We have a TV installed in the boardroom. We can also use the cafeteria where we can open all the doors at once. In the Library we could also host a meeting for in person and remote. It is an option to have a blended meeting. We would have to add an addition to the bylaws to allow for that.

Jake Caldwell - Once we decide to go in person, we might be stuck there. If we want to prepare for that to make it work we could carry on for now. I think we are ready to start being in person.

Michele Hunt - I think it depends on what the board needs. It needs to be added to policy or bylaws. Come up with a more formalised plan by August.

Jake Caldwell - I will create an environment where people can go in person or stay remote. If anyone is opposed to that approach, let me know.

## VI. Old Business

### A. Recruitment for New Board Members

Jake Caldwell - We covered this above.

### B. Governance Council Review and Reflection

Jake Caldwell - [Presented the Governance Council Review and Reflection.] There is so much to reflect on. I think we should touch on this in a cursory way, just breeze through it really quickly. It is a marker of where we are.

Michele Hunt - We should lay some groundwork in this area. The board needs a strategic planning session. The board should look at that to contend with what your reflection shows you. You could hire a professional facilitator to work on that. It is micro hours spent in a focused way. Perhaps it is time to spend a little money as we try to strategically grow as a board.

Jake Caldwell - I agree with everything you just said. I have such limited bandwidth right now. I would attend.

Michele Hunt - I am happy to work on the planning of it and bring in a facilitator to bring in for that. I could do that over the summer, to continue to facilitate this. We don't need to do this before August or September. It's not something we need right away.

Jake Caldwell - Maybe we should add this to the old business section. We should recruit, we should plan, and bring in a facilitator. It should be in September, it will take that long to get ducks in a row.

Michele Hunt - Yes. I appreciate all the thoughtful responses.

Jake Caldwell - I appreciate you Michele for providing the review.

VII. Executive Session - [Limited to personnel matters, student discipline-Director]\*

(none):

A. Annual Director Performance Review

Jake Caldwell - We could go into executive session, or not. I can share what was shared back from the rubric I sent out. I would be very comfortable with Michele staying on for it.

Amy Trevino - I don't know if that means we stop recording. My time at Moreno Valley, we would have already gone into executive session.

Michele Hunt - It depends. I've waived evaluation for the whole faculty because of the stress. I am not saying that I don't need a review but maybe it doesn't need to be so heavily entrenched. I've talked to other charter leaders, and there is a bit of pulling away this year. I know my next few weeks will be very intense. I could go either way in knowing how it goes. I am open to it not being a heavy evaluative process.

Angela Scarlata - I wanted to say that it was hard to complete the rubric survey you sent out, Jake, because one question was on Financial Management and the point system was based on if there were any audit findings. Since we still have not gone over the audit, and I thought I heard that there was one finding, I could not accurately answer that question.

Jake Caldwell - I agree. We can decide what we want included this year. The timing of the annual performance review typically has to do with revisiting salaries. I don't feel like we are in that thoughtful of a place right now. Where we are with the budget, we could also make some changes.

Amy Trevino - I agree with you completely. I think this would be more personal conversation in person. When we can put meaningful thought into this maybe in June.

Michele Hunt - Can I make the suggestion that one person have a conversation with me rather than having the whole board laying it all out. It's overwhelming to take in the evaluation process. To have a more individual conversation with someone on the board

would be better for me. Then we could have a more formal and final discussion with the whole board.

Amy Trevino - I think that would be good. Anything to make the process more easy and focused.

Jake Caldwell - I am happy to have that conversation with you to get started. Next Wednesday at 11:00am? [Yes.]

VIII. Items for June 16, 2021 agenda

- Audit
- Strategic Planning Discussion
- Performance Evaluation

IX. Roles and Responsibilities

A. Jake Caldwell

1. Meet with Michele.
2. Share review and reflections.
3. Get final training at the end of May.
4. Consolidate performance review.
5. Reach out to Chris, Scott McAdams, Chris Wood.
6. Prepare the agenda for June.

B. Andy Jones (not present)

1. Jake Caldwell - I'll speak for Andy and say he will get his final training by the end of May.

C. Aaron Livingston

D. Angela Scarlata

1. Work on these meeting minutes.
2. Help anyone who comes on as secretary.

E. Elaine Taylor (left the meeting early)

F. Iris Thornton

1. Be on call with Matthews Fox.
2. Recruit board members.

G. Amy Trevino

1. Get my training hours.
2. Wait and look for further communication to discuss more equitable funding from the district.

3. Try to recruit someone from TSV to be on the board.

H. Leilani Dean (not present)

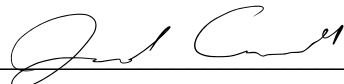
I. Michele Hunt

1. Reach out to Taos Charter and Vista Grande about meeting with the district.
2. Set up a call with Matthews Fox about contract negotiation.
3. Promote board recruitment.
4. Be on the call with Jake on the 26th.
5. Begin working on the concept of a strategic planning meeting.
6. Finish documents for the state.

X. Final Comments and Announcements

XI. Adjournment (action)

*MOTION:* I, Amy Trevino, move to adjourn the Anansi Charter School Governance Council meeting. Seconded by Iris Thornton. X All Approved {X indicates All Approved} Adjourned at 8:41pm.

President:  Date: 6/16/2021

## Addendum 1



Anansi Charter School  
May 19, 2021

# Equity Council Report to the Governance Council

## Agenda:

Why  
Who  
When  
How  
What



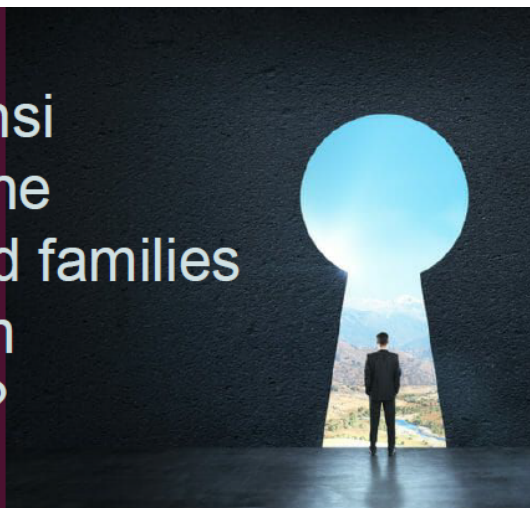
## Why have an Equity Council?

### Why?

Required pursuant to Yazzie-Martinez lawsuit settlement

- to amplify voices of historically marginalized populations
- to ensure that school practices, policies and resources are aligned towards increasing equity

How is Anansi prioritizing the students and families furthest from opportunity?



## Who is the Equity Council?

### Who is the Equity Council?

Philip Handmaker  
Michele Hunt  
Blue MacHardy  
Cindy Campbell  
Nancy Stotts  
Jeannie Ross  
Bettina Sandoval  
Cristina Cisneros  
Brooke Zanetell

+ occasional feedback from 8th  
grade students

### representation:

Lead - facilitator  
school leadership  
school leadership  
mentor program  
students with disabilities  
non-profit sector  
Taos Pueblo Education Dept  
students with disabilities  
higher education  
student voices: especially  
low-income and Native  
American perspectives

Attrition =>

Need new members for  
next year

When has the Equity Council operated?

When?

Meeting monthly since May 2020  
Online meetings

How has the Equity Council operated?

How?

Facilitator selects theme, organizes guiding slides, solicits and records feedback from council, reports to Director

- contributed to formation of Mentor program in Fall 2020 and Winter 2021 to support struggling online learners
- strengthened connections between school and community/Tribal resources

What has the Equity Council focused on?

What are their main concerns?

What issues has the E.C. focused on?

Summer/Fall: How to prioritize our most vulnerable populations while navigating reopening

Fall/Winter: How to support students struggling with remote learning - Mentor program

Spring: How to meet students' and families' social-emotional needs - dealing with trauma - while reopening

## Looking forward

- Are there cracks to fall through?



- Are there cracks to fall through?



## Example from recent meeting:

=> We need more parents to fill out the "school lunch form" so we can get more funding

- most critical population: those with low incomes but who don't get food stamps

We can organize a phone tree in the Fall for those families who have not yet filled out the form.

Proposal: Equity Council can speak to Taos Municipal School Board about the value and importance of Title I funds

-> Question: When? Who?

### Example from recent meeting:

When programs and services are made universal, it reduces the stigma and makes it normal - help is available for anyone who needs it

Free lunch for every child increases equity by not connecting to poverty, labelling

-> Question: Can we maintain this next year?

Question: School bus next year?

Bettina: Are students being retained for failing to meet grade-level standards? What were the barriers?

-> When students are retained in older years, it's really tough on them.

- We have a few in lower grades K-2
- Question: Any in intermediate/middle grades?



## Addendum 2

### **Leadership Briefing to Governing Council, May 19, 2021**

TEAM	UPDATE
K-2 Blue MacHardy (leader)	<p>Ms. Blue-I wanted to announce that I have officially completed my Master's Program. I want to thank the Friends for the financial support they have provided through the TATE scholarship. I graduated with a 4.0 GPA. I was also chosen by the Educational Administration program faculty to receive the <i>Outstanding Student in Educational Administration Award</i> for the 2020-2021 graduating class. Thanks for helping me achieve this goal!</p> <p>K-We are preparing for our end of the year book and celebration. We have been working on community studies and are learning about the Taos Community.</p> <p>1st- We planning an end of the year grassy yard celebration on the 2nd of June. It will be for our class only. We will sing, dance and celebrate each other.</p> <p>WE want to end with some fun!</p> <p>As I approach my last year at Anansi, I want to take the time to honor this school. It has been a pleasure to work at Anansi all these many years. A huge thank you to all the families and children that have come through my classes. Thank you to Michele for teaching me so much and supporting children. The teachers here are world class and have been so much fun to collaborate with. Thank you to all the board members that have supported this school. I look forward to seeing you all out and about.</p> <p>Sincerely, with heartfelt gratitude, Ms Tammy</p> <p>2nd It's been an immense pleasure to be working with 19 children attending second grade in person. It would have been a sad year not to get to know these kiddos for the wonderful well-rounded souls they are. I could have never learned that much about them via virtual learning. Now that the year is coming to an end, I feel so much joy about having the opportunity to be their teacher.</p> <p>The class is brimming with enthusiasm and curiosity about our final unit. It's a life science unit that focuses on life cycles of plants and insects. We are raising butterflies and enjoying using the inquiry method as we investigate the life cycle of the insects each student is caring for. We are growing gladioli, basil, cilantro and a whole garden in a glove!</p>

	<p>It's been amazing to collaborate with the older grades through the year. The second graders listened to the 5th graders tell their folk and fairy tales. We had a book club with 5th and 6th graders in the fall. We collaborated with 7th grade creating a butterfly life cycle glossary. We are excited to contribute to the 5th grade recycling project. We look forward to being "butterfly ambassadors" to the first graders and kindergarteners.</p> <p>As a teacher completing my first year at Anansi, I am beyond words grateful for the support I have received from all, especially Michele, Blue, Tammy, Elsbeth, Kaila, Kelly, Jo, Roberta, Tracy and the parent community. It's been a truly unique year that will surely never be forgotten.</p>
<p>3-5 Kelly Farewell (leader)</p>	<p>In 3rd grade we have been focused on our animal research projects and presentations in ELA! Students are creating google slideshows to share with the class. In math we are reviewing the topics we have covered this year, as well as working hard on geometry, particularly calculating area and perimeter!</p> <p>4th: Students have loved doing science experiments in person (air pressure, electricity, forces)! They're finishing out the year with gusto - tackling long division, reading novels and applying their math &amp; science skills to make kites! Whoop whoop!</p> <p>Fifth grade is wrapping up its data gathering for plastics use at Anansi, education committee members have gone and spoken to all grade levels about the repurposing plastics project, and finance committee is finishing a chocolate fundraiser in fifth grade and will be launching a school wide donation drive next week. Monies will sponsor the project of building three benches out of repurposed plastics to place under the school's new shade structures.</p> <p>In ELA-students will be writing a story extension to their literature books, featuring attention to character development.</p>
<p>6-8 Elsbeth Atencio (leader)</p>	<p>6th: Learning about the scientific method - collecting data for our solar car experiment - getting excited for our race day!</p> <p>Researching the impacts of food waste on climate change; kicked off the food scraps collection/composting project; Hope to create a Donor's Choose fundraiser to purchase composter</p> <p>7th ELA: Finish 'The Giver' novel study</p> <p>7th SS: 1847 Taos Revolt: U.S. Attack on Taos Pueblo/ Finish graphic novel project.</p>



	<p>7th grade is learning about the human impact in the Andes and making polymers to learn about why oil is a sought after resource.</p> <p>8th ELA: Finish 'To Kill a Mockingbird' novel study</p> <p>8th SS: Andrew Jackson and the Indian Removal Act Primary Source Docs./ Finish graphic novel project.</p> <p>8th is gearing up to take their end of course exams (to get Algebra 1 credit at the high school).</p>
<p>Special Education Lisa Woolery (leader)</p>	<p>We have been wrapping up the year with the EOY iReady testing in reading and math. It has been great to see the progress most students have made despite all the challenges of this year. We will have a celebration to honor all their hard work and perseverance they have shown.</p> <p>Enhancement is currently wrapping up our progression meetings for the current 8th grade group. Meanwhile, the 3d program for students in 2nd-8th grade continues to move forward and is increasing in popularity, requiring our printers to be working overnight to complete student designs. The 8th grade group is currently finishing their final Enrichment Menu independent study on the novel "The Curious Incident of the Dog in the Nighttime." 7th grade has been split into teams and is using Sphero Bolt Robots to design challenging mazes in order to challenge the opposite team to code and complete. 6th grade is working on independent studies based on student choice. 5th grade is learning how to code with Sphero robots for the first time. 3rd grade is making castles out of paper after learning about Feudalism in the early Middle Ages through the novel "The Door in the Wall."</p>

Addendum 3

**Director's Report  
May 19, 2021**

**Enrollment after lottery completion:** Potential for a total enrollment of 197 students, completing acceptance at this time.

Grade	Current 21-22 Enrollment	Waiting list
Kindergarten	20	yes
First Grade	22	yes
Second Grade	22	yes
Third Grade	22	yes
Fourth Grade	22	yes
Fifth Grade	22	yes
Sixth Grade	23	yes
Seventh Grade	23	yes
Eighth Grade	21	no

**Update on ESSER 2 Budget Planning:** See the attached revised excel spreadsheet

**Proposal of School-Wide Mental Health Screening in policy and comprehensive levels of support for consideration in 2021-22 school year:**

<https://www.theshapesystem.com/>

**Comprehensive Data Analysis May 21 to lay foundation for FY22 Education**

**Plan:** The staff, including new first grade teacher will participate in a 90 minute strategic planning session for the development of the 21-22 Education Plan. The staff will develop a headline for one year from now for our school, review their data in the following areas: academic, SEL, attendance, conduct a Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis, and determine potential targets/goals and action steps for the upcoming school year. A board member is welcome to attend and observe this session if it fits your schedule. A great tool for seeing leadership at work for evaluation and feedback.