

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- July 28, 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 Interim Secretary: Leilani M. Dean [2021] ; X Treasurer: Elaine Taylor [2018]

Members: Aaron Livingston [2018]; X Amy Trevino [2019] joined at 5:47;

Director: X Michele Hunt

Business Manager: Mike Vigil & Ashley Woodard, The Vigil Group

Public Attendance: none

Student representatives: none

Leadership Team Member: none

CALL TO ORDER of the Regular Open Governing Council Meeting 5:41pm

I. CALL TO ORDER of the Regular Open Governing Council Meeting (**START RECORDING**)

II. Approvals (Consent Agenda)

A. Agenda July 28, 2021

B. Minutes June 16, 2021 Regular Meeting

***MOTION:** I, Leilani Dean, move that the Anansi Charter School Governing Council approve the consent agenda for July 28 , 2021, and the minutes from the June 16, 2021 regular meeting. Seconded by Leilani Weirermann Dean. X All Approved {X indicates All Approved}*

III. Public Recognition and Comment(s)

IV. REPORTS [Highlights, Questions, Comments]

A. Leadership Team Report: None

B. Financial Report: Mike Vigil & Ashley Woodard, The Vigil Group Budget Review

1. Budget Overview Summary Report

Ashley Woodard introduced and will now take over duties formerly carried out by Jennifer Vigil. Ashley Woodard- The revenue, expenditure, reconciliation, POs and check register reports all look good. We are in compliance with state regulations. There is a \$217,559 fiscal year carryover, and is subject to audit as it is \$90,000 more than projected.

2. BARs: Budget Adjustment Requests (action)

No actioned needed

3. Audit Review and approval (action)

Mike Vigil- We consistently receive strong reports from auditors. ACS has stellar record keeping thanks to Roberta and the help of the Vigil Group. 'Fiscal 20' audit had one finding with Vigil group concerning the difference between accounting methods; Accrual vs. Cash. This applied to State withholding reporting and presentation for fiscal year close-out. Vigil Group will present information in the future in the manner the auditor has requested. ACS Audit information can be found on page 262.

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve and accept Audit as presented by Mike Vigil. Leilani Dean seconded. X All Approved {X indicates All Approved}

C. Council Committee Reports

1. Facility: (Michele)

Michele- School is focusing on Preventative Maintenance and has created an annual water inspection plan. [Inserted Michele's bulleted list from her Director Updates & Report:]

- HVAC System has been inspected and all filters are up to date, system is in compliance with NMPED Reopening Toolkit Guidelines (revised July 26, 2021)
- Fire Inspection will be complete July 30, 2021
- Water system has been repaired
- Organization and cleaning of all storage areas and sheds
- Fence repairs complete

- Close out of school addition underway
 - Cores on the locks need to be changed
 - Leak in the ceiling requires a repair
- On waiting list for completion of the front entry security system with CamNet
- Floors and carpets have been cleaned
- Campus is ready to receive students and staff

2. Program: (Michele Hunt) update on school model

Michele- ACS will require masks for all staff and students regardless of vaccine status in the spirit of equity. There will be no open playtime in the mornings during drop off time 8-8:30. [Inserted Michele's bulleted list from her Director Updates & Report:]

- Anansi proposes a 100% in-person program for its students
- Arrival will be from 8-8:30am with students heading directly to classrooms in all grade levels
- Dismissal time will be 3:15-3:45, bus will pick up at 4pm, middle school dismissal time
- Classes will operate as individual cohorts for recesses, snack, and lunch
- Masks will be required for all staff and students indoors throughout the school day
- Masks will not be required for staff and students when outdoors
- 3 foot social distancing will be maintained to the best of our ability
- Unvaccinated faculty will participate in surveillance testing 1 time per month or 25% per week
- Unvaccinated students may voluntarily participate in surveillance testing with a school goal of 25% of the unvaccinated students per week.
- Anansi will provide bus transportation services, masks will be required with 2 students per seat
- Lunch will be provided at no charge, will need to be pre-ordered by 3-week cycles
- Each family will be expected to sign the COVID agreement form for the 21-22 school year
- All students will be provided a Chromebook for their educational program
- All teachers are provided a laptop for their work
- ACS nurse will provide COVID surveillance testing at the school site
- In the event a student is unable to attend school in-person, ACS will offer E-2020 complete curriculum and a daily session with the designated remote learning teacher to support learning needs
 - Designated teachers will monitor student progress in the E-2020 curriculum courses

- Special education services will be provided to the student remotely, if the student has an IEP.
- Remote learning will require a minimum of a one semester commitment
- Family Navigator will conduct a weekly check in with remote students
- In the event a class is required to quarantine due to a COVID exposure, the grade level teacher will be prepared to provide a remote learning model for the time period of the quarantine and the students will take their Chromebook and student materials home for the duration of the quarantine
- Cleaning will follow COVID safe practices

3. Council Development: (Jake) *to be discussed with Old Business and Recruitment for New Board Members.*

4. School Advocacy: (Michele)[Inserted Michele’s bulleted list from her Director Updates & Report:]

Nothing is being asked of the Governance Council at this time. The director is working to attend a meeting with the governor tomorrow to represent the needs of charters. Director has been asked to set up a meeting with Senator Gonzales to discuss a rotating facility fund through the state for charter schools (continuation from last legislative session). Director proposes the governance council seeks to host Senator Gonzales and Representative Ortez in September once school is underway.

5. Parent Advisory (FAC): [Inserted Michele’s bulleted list from her Director Updates & Report:]

The Friends of Anansi Charter School seek the support of the governance council members on Monday, Aug 9, 2021 from 8-12 for the outdoor family engagement fair to kick off the school year. They seek the assistance of the GC members to work the tables and interact with families in signing up to volunteer, answer questions, and assist them in understanding the work of the Friends and the Governance Council.

D. Director’s Report

1. August PD Plan [Inserted Michele’s bulleted list from her Director Updates & Report:]

The director has provided a basic orientation and training to the new employees. See the attachment for the schedule of PD during the in-services days prior to starting school on August 10, 2021. The strategic plan will be presented at the August governance council meeting.

2. Partnerships with Inspire for after school programs and FITTaos for enrichment [Inserted Michele's bulleted list from her Director Updates & Report:]

Anansi will partner with Inspire for the lunch program, after school program, and substitute teachers. The lunch contract was approved by the NMPED with Inspire as an approved lunch vendor. Inspire will deliver the food and assist with set-up of the lunch each day. Anansi will be responsible for cleaning up after lunch. In addition, we are working together to license our after care rooms so that we can offer a free of charge after school program for our students. We are linking also to make use of the trained additional staff from the summer school-age student program run by Inspire. The Embudo Valley Tutoring Association, (EVTA) will be assisting with after school tutoring and will provide the teacher for the remote learners if Anansi has any. Finally, we will design outdoor learning opportunities with FITTaos for the Friday after school program and for our K-8 school programming.

V. New Business

A. Consideration and approval: Ancillary Staff Contracts and Nurse Contract

1. Martie Lockwood (OT Contract)

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the contract for Martie Lockwood at \$16,140 plus gross receipts tax as presented by Michele Hunt. Leilani Dean seconded. X All Approved {X indicates All Approved}

2. Alex Judycki (COTA Contract)

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the contract for Alex Judycki not to exceed \$24,400 plus gross receipts tax, with the updated date of Aug 2, 2021, as presented by Michele Hunt. Elaine Taylor seconded. X All Approved {X indicates All Approved}

3. Areana Dru (Druane Payne, SLP Contract)

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the contract for Areana Dre for \$39,816 plus gross receipts tax

and travel, as presented by Michele Hunt. Iris Thornton seconded. X All Approved {X indicates All Approved}

4. Elizabeth (Betsy) Coniglio (Nurse Contract)

MOTION: I, Leilani Dean, move that the Anansi Charter School Governance Council approve the contract for Elizabeth Coniglio for \$17,100 plus gross receipts tax, as presented by Michele Hunt. Iris Thornton seconded. X All Approved {X indicates All Approved}

B. Governance Council Officers FY22 - Discussion included that officers were voted in November 2020 due to covid, and the need for recruitment of new members before electing new officers. Leilani Dean has agreed to be Secretary for the interim.

C. School Model for FY22 (based upon Reentry Toolkit Requirements)

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the ACS School Model for FY22 (based upon Reentry Toolkit Requirements) and will address and update evolving policies as needed, as presented by Michele Hunt. Elaine Taylor seconded. X All Approved {X indicates All Approved}

D. Consideration and possible approval: FY22 Lunch Contract Inspire Lunch Services (approved by NMPED)

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve ACS FY22 Lunch Contract Inspire Lunch services with the condition that revisions be made to the contract for items 7-12 modifying to reflect vendors responsibilities and transportation. And that item 14 be either rewritten or removed (as Anansi will not be indemnifying any party), as presented by Michele Hunt. Amy Trevino seconded. X All Approved {X indicates All Approved}

VI. Old Business

A. Recruitment for New Board Members Jake will follow up with a parent who wished to be contacted once the school year began. Leilani is talking with a couple of school families who have expressed interest in joining GC.

B. Discussion & Planning Family Orientation (Engagement Fair)

VII. Executive Session- [Limited to Personnel matters, Student discipline-Director]*
(none):

A. None needed

VIII. Items for August 18, 2021 agenda:

- GC Strategic Planning
- Strategic Education Plan

A. Roles and Responsibilities

1. Jake Caldwell - Meet with Felix and/or Taylor for clarification with the School Lunch contract. Work with Michele to invite legislators to visit ACS
2. Aaron Livingston - no present
3. Elaine Taylor – Board Engagement
4. Iris Thornton - Attend Fair
5. Leilani Dean -Board Member follow-up recruitment, attend fair, minutes, and develop plan for attending required GC trainings
6. Amy Trevino- Work with Michele to invite legislators to visit ACS
7. Michele Hunt - Work on Strategic Planning, and Getting Ready for School

IX. Final Comments and Announcements

X. Adjournment

MOTION: I, Jake Caldwell, move to adjourn the Anansi Charter School Governance Council meeting. Seconded by Amy Trevino. X All Approved {X indicates All Approved} Adjourned at 8:19pm.

President: _____ Date: _____