

## 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

Agenda- September 15, 2021, 5:30pm

Location- Anansi Charter School virtual meeting

[Join with Google Meet](#)

meet.google.com/bdj-shbj-mib

Phone Numbers

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I. CALL TO ORDER of the Regular Open Governing Council Meeting at 5:42pm

*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] joined at 6:04*

*Members:    Aaron Livingston [2018]; X Amy Trevino [2019];*

*Director: X Michele Hunt*

Business Manager: Ashley Woodard, The Vigil Group

Public Attendance: none

Student representatives: none

Leadership Team Member: none

II. Approvals (Consent Agenda)

A. Agenda September 15, 2021

B. [Minutes August 18, 2021 Regular Meeting](#)

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve the consent agenda for August 18, 2021 regular meeting. Seconded by Leilani Dean. X All Approved {X indicates All Approved}*

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

### IV. REPORTS [Highlights, Questions, Comments)

A. Leadership Team Report-No leadership report for tonight. Michele will have Kelly email the report to the board members for this month.

B. [Financial Report](#): Mike Vigil & Ashley Woodard, The Vigil Group

1. Budget Overview Summary Report-this month we did receive the monthly SEG and rent from Anansi Day School. Also received interest distribution from checking account. Still do not have the Idea B funds budgeted. Do have a BAR for approval this month to give us authority over those funds. The tech fund has not been approved as of yet. We do have a few negative functions this month but this month includes all teacher salaries and education assistants that started in August. We are missing lease assistance in this budget as well as Idea B allocation. This month we had more withdrawals than deposits.

2. BARs: Budget Adjustment Requests (action)-BAR #2i increase bar to our Idea B funds. It is to budget 89,993. Did budget 79,993 for salaries and 10,000 Diagnostician.

*MOTION: I, Amy Trevino, moved that the Anansi Charter School Governance Council approve Budget Adjustment Request #2i. Leilani seconded. X All Approved {X indicates All Approved}*

3. Formation of this year's Audit Committee-Michele got a call on Monday that next week will be the start of the audit committee. The hope is to have one member of the Governance Council and Friends Board join the committee. Bylaws state that the committee must include two board members. One who is a parent and one who has experience in finance and accounting who can also be a parents. We are going to table item 4B3 and consider that part of item 5E.

### C. Council Committee Reports

#### 1. Facility: (Michele)

[Inserted Michele's bulleted list from her Director Updates & Report:

- **Facility Master Plan:** We are starting the process of gathering data for our 5 year Facility Master Plan. Henry architects is assisting with the process of gathering and analyzing our data to make informed decisions about the needs of the Anansi Charter School facility. Here is the link for the form to gather employee stakeholder input: [Staff Input Survey](#)
- **Addition:** We are down to the last couple issues with our addition. Door hardware on the closet and main office door. We have submitted a concern regarding the loss of electricity in a couple of outlets
- **Current Projects:** Installation of shade structures on the rear playground, second shade structure location to be determined, shade along the south walkway, removal of fencing shields on the roofs of the intermediate grade buildings, HVAC system upgrades in the front facility.

## 2. Program: (Michele Hunt)

[Inserted Michele's bulleted list from her Director Updates & Report:]

- **Implementation of Read 180 and System 44:** In order to launch this program, we have hired one additional educational assistant to support the learning centers in the reading lab, and to mitigate the need to pull the head reading lab teacher to substitute. This program will support our 3rd-8th grade students who are testing two grade levels below their current grade in the areas of overall reading, comprehension, and vocabulary.
- **Reading Centers in Grades K-2:** The primary grade classrooms have started their literacy centers in differentiated homogenous groupings so that the instruction can be targeted to meet the specific needs of the students. These centers occur 4 days per week to introduce the foundational skills required to become a proficient, fluent reader. The skills include phonemic awareness instruction, daily dictation, letter, sound, and passage fluency, and direct phonic instruction.
- **Additional targeted literacy support:** The literacy coach will provide additional re-teach support to the K-2 students with intensive instructional needs in the afternoon in small or one on one groups. Our reading lab team will pull out 3rd-5th grade students with intensive needs to provide targeted instruction using the Heggerty Bridge the Gap program.
- **Math Instructional Support:** An instructional aide will be joining math classes in grades 2nd through 8th 2-3 times per week to allow for teachers to provide in-depth review to identified students within the classroom. The IReady instructional tool for targeting gaps in understanding so that students

can accelerate toward grade level learning will be used to support the instructional re-teach/review.

3. Council Development: (Jake)-GC needs to get moving on their mandatory training. We are trying to arrange with Public Charter Schools of New Mexico to work together with Audit and policy updates. Michele followed up with Matt with and text and will get back to her tomorrow.

4. School Advocacy: (Michele)-Michele has spoken to our representative and reached out to our senator. I am working on a visit on our school site to see kids in action in a COVID safe manner.

5. Parent Advisory (FAC): The Friends gave a brief presentation at Back to School Night meetings to raise awareness of their role with school families. They have cancelled the Fall Festival due to COVID restrictions and concerns, and they are focusing on online raffles, student support fees, Smith's Earn and Learn, and Amazon Smiles for fundraising this year.

#### D. [Director's Report](#)

1. Baseline data from IStation and IReady Assessments- Teachers have centers set up 4-5 days a week with small groups of students in the same strategic level.
2. After school programs: Anansi will be adding after school programming for all age groups starting August 20, 2021. We will work Inspire to provide an after school program that is delivered in groups of ten students in three different locations. The program will be free to all participants. The program will be play based with opportunities for students to participate in STEAM activities, arts and crafts, games, and outdoor play. The program will be conducted from 3:30-5:30 Monday through Thursday and 1:30-5:30 on Fridays.  
In addition we are contracting with FITaos to provide outdoor education on Fridays in groups of 12 students maximum per outing. Families will be able to sign their children up to participate, there will be a fee associated with this program.
3. Structured Literacy Updates to Plan-Working closely with Ms. Blue our literacy coach. Creating Bridging the gap with grades 3-5.

#### V. New Business

A. [Policy updates \(2021 Legislative changes\)](#): Information and possible action-Michele, Jake, and Iris sat down and went through the current changes. The Policy

updates were given to us by our legal counsel and are the policy updates that we are required to make. No one had any questions on the new updates.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the amended and supplemented policies that are all contained in the policy update folder. These updates will be provided to staff. Amy Trevino seconded. X All Approved {X indicates All Approved}*

B. [HB43, Black Education Act](#)-need for training for mainly staff, but also board member. Michele thinks it is important for board members to read and understand. HB43. It is also tied to the Yazzie Martinez lawsuit. Professional development for faculty that deals with culturally and linguistically responsive instruction.

C. Cultural Responsiveness Training October 6, 2021

D. School Model for FY22 (any updates since last meeting)-Updated toolkit from PED released September 14. Michele-today we had a student test positive for COVID. Just finished submitting the state report. We kept the kids out of the classroom and socially distanced and isolated on a few portals. There was only one day of exposure in the classroom. Kids were picked up quickly and have been receiving negative results so far. Students can return to school September 21 if no one else tests positive. All students were sent home with everything from their desks and computers, so they can have classes in google meet and assignments on google classroom.

D. [ARPA ESSER III](#) funding allocation process-Leilani will work with Michele to come up with some ideas. Michele asked Jake to help come up with a list of some not-for profits that we could reach out to that would be an added value.

E. Governance Council Development Committee appointments; See [Bylaws](#)-Leilani will do Parent advisory. She will need to work with the President Britt Brow and Secretary Chris Johnson of the Friends board. Michele mentioned that the council committee could be looking to address policy. Jake is happy to remain on the council committee and asked Iris to support. Iris agreed to be on the council committee. Iris suggested we concenter a Policy committee. Jake asked Amy and Elaine to be on the Audit committee. They both agreed. Jake also asked Elaine to be on the finance committee. Elaine agreed. Leilani offered to be the representative for the program committee. Amy is willing to assist with the advocacy committee. Jake offered to join and support the structural politic side of things. Then they could build the team out from the community.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve to appoint committee members as stated above. Iris Thornton seconded. X All Approved {X indicates All Approved}*

F. Schedule interim meetings-Michele requested an informed meeting for one final look at the ARPA ESSER III Funding. Meeting will be September 27 at 7:00am.

G. Increase substitute hourly rate to \$15/hour (action) *MOTION: I, Leilani Dean, move that the Anansi Charter School Governance Council approve the hourly rate to \$15 an hour for substitutes. Amy Trevino seconded. X All Approved {X indicates All Approved}*

H. Henry Architects Contract, \$16,340.00 (action) Getting the addition cross the finish line. Design and drafting of the shade structures. It is a professional services contract.

*MOTION: I, Jake Caldwell, move that the Anansi Charter School Governance Council approve the Henry Architects Contract in the amount of 16,340.00 inclusive as gross receipts tax as described. Leilani Dean seconded. X All Approved {X indicates All Approved}*

## VI. Old Business

A. Recruitment for New Board Members-Michele and Jake will meet with 2 prospective board members. Leilani mentioned two people who don't have time for the board, but if we have a committee where they could fit, they would be willing to help.

B. Governance Council Officers

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

A. None needed

## VIII. Items for October 20, 2021 agenda:

### A. Roles and Responsibilities

1. Jake Caldwell – get himself up to speed on the new committee appointments. Send a list of nonprofits for the ARPA funds. Send an agenda for the special meeting on September 27 and October 20.

2. Aaron Livingston -

3. Elaine Taylor – Will send an email to Michele to see if she could take 15-20 minutes to make a plan of actions for the two committees she’s going to be on.

4. Iris Thornton- Take the first steps to move forward with the council development committee. Continue to look for perspective members for the board. Offered to help Michele with anything she needs.

5. Amy Trevino – Will take Jake’s lead on the advocacy committee. Will review the Bylaws and see what the advocacy committee entails. Also to look for other people for the committee.

6. Leilani Dean- Make a plan with Michele for the ARPA funds, start exchanging minutes with the Friends of Anansi. Try to get people on committees if they can’t commit to the governance council.

7. Michele Hunt – Email friends contact info to Leilani and meet with her on Friday about ARPA funds. Building ARPA budget. Meet with Jake about potential board members. Reach out to Senator Gonzales. Stay in touch with Jake about the Northern Charter School Coalition.

IX. Final Comments and Announcements

X. Adjournment

*MOTION: I, Amy Trevino, move that the Anansi Charter School Governance Council approve to adjourn the meeting . Iris Thornton seconded. X All Approved {X indicates All Approved}*

President: \_\_\_\_\_ Date: \_\_\_\_\_