

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 Regular Meeting

DRAFT MINUTES- FEBRUARY 15, 2023

Agenda- Feb 15, 5:30 pm

Location- Anansi Charter School virtual meeting

Governance Council Meeting

Wednesday, Feb 15, 2023, · 5:30 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/bdj-shbj-mib>

Or dial: (US) +1 505-738-1846 PIN: 920 593 594#

More phone numbers: <https://tel.meet/bdj-shbj-mib?pin=8727840393587>

I. CALL TO ORDER of the Regular Open Governing Council Meeting (RECORDING STARTED 5:37pm)

Officers: X President: Sophia Seim [2021]; X Vice President: Leslie Mondragon Romero [2021]; Not Present Secretary: Leilani M. Dean [2021] ; X Treasurer: Amy Trevino [2019]

Members ; X Jake Caldwell [2018]; X Iris Thornton [2020]; Not Present Eitan Lewin [2022]; X Valerie Higgins[2022];

Director: X Michele Hunt

Business Manager: Michael Vigil & ChrisAnn Hayes, The Vigil Group

Public Attendance: none

Student representatives: none

Leadership Team Member: none

II. Approvals

A. Agenda Feb 15, 2023 Regular Meeting

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council approve the agenda for the February 15, 2023 regular meeting. Seconded by Amy Trevino. X All Approved {X indicates All Approved}

B. Minutes Jan 18, 2022 Regular Meeting

MOTION: I, Amy Trevino, move that the Anansi Charter School Governing Council approve the January 18, 2023 regular meeting minutes. Seconded by Iris Thornton. X All Approved {X indicates All Approved}

President Sophia Seim announced that today's regular meeting will serve as member, Jake Caldwell's, final meeting as a member of the Anansi Charter Governance Council. Jake previously informed the Governance Council of his approaching retirement from this Board. President Sophia acknowledged and thanked Jake for his length of service to the Anansi community and for his shared knowledge with the Governance Council.

III. Public Recognition and Comment(s) – *Anansi Charter School cancelled school today due to inclement weather and road conditions. Due to the cancellation, the presenters for the below noted topics were not in attendance. Michele Hunt provided a brief update on each of the topics.*

- a. *Equity Council Report- Lisa Woolery - As presented by Michele Hunt, the Equity Council is in process of assessing equitable ways to reach out to the broader community to encourage application for enrollment at Anansi Charter through the Lottery application process. The Equity Council is considering ways to access higher need and at-risk populations in the greater community to encourage applications and to understand and address barriers that may exist in creating a fully accessible school for all families.*
- b. *Community School Development Progress- Karina Jernberg-Gersten – As presented by Michele Hunt, the Community School Committee is wrapping up their needs assessment analysis, creating an asset map, and inviting the team to identify program priorities and map out future projects. The Community Schools Grant Proposal is due in April and the Governance Council can expect upcoming proposals for review and approval at the March regular meeting.*

IV. REPORTS [Highlights, Questions, Comments]

A. [Financial Report](#): *The Vigil Group – As presented by Michael Vigil, The Vigil Group does not have any concerns identified related to Anansi Charter School's budget at this time and commented that January expenses were typical. Michael shared updates on funds that have been received, which are noted for BAR approvals in today's meeting. Delays with district funds were noted once again. Additionally, Michael informed the Governance Council of a fraudulent check that was processed and later identified by ChrisAnn Hayes during a review. There was discussion about the investigation and bank dispute processes. Investigation is ongoing and further updates will be provided after The Vigil Group receives communication from US Bank.*

1. Budget Overview Summary Report

2. BARs: Budget Adjustment Requests

MOTION: I, Sophia Seim, move that the Anansi Charter School Governance Council approve and accept the six Budget Adjustment Requests as presented by Michael Vigil: BAR 009-I, 0012-I, 0014-I, 0015-I, 0016-I, & 0017-I. Seconded by Jake Caldwell. X All Approved {X indicates All Approved}

B. Council Committee Reports

1. Council Development - Training options/Timeline – Iris – *Iris provided Governance Council members with an emailed list of current training hours completed. Iris, Jake, and Valerie shared information about training resources available. Trainings must be completed by or before early-June, as the fiscal year ends June 30.*
2. Parental Advisory Report- Leilani – *Leilani was not present at the meeting and an update on the Parental Advisory Committee may be provided at the March regular meeting.*

C. Director's Report

1. Mid year Data Presentation – *As presented by Michele, learning is on track and extra focus is being directed to Tier 2 and Tier 3 students, who aren't yet at grade level standards. Classroom instruction is well prepared, children are demonstrating engagement, and the goal remains to have 100% of students meeting growth goals for the year. Progress has been made, particularly in math subjects, yet there is a still a gap and need to help students attain their growth goals.*

V. New Business

- A. Establish Board Calendar Development Committee – *Discussed the need to have one Governance Council member serve on this committee, and work with Michele to establish our next school year's calendar. Interested Governance Council Members should email Michele directly to volunteer assistance on this project this month.*
- B. Establish Budget Committee – *Amy Trevino and Eitan Lewin previously expressed interest in serving on this committee. Michele will work with them to schedule initial meetings.*
- C. ACS Board Meeting for March moved to 3/22 due to Spring Break – *Announcement of this change was made and the website calendar has been updated for public knowledge.*
- D. Proposed in person Board meeting schedule – *Discussed the possibility of beginning quarterly in-person meetings, with proposed calendar as noted below. The Governance Council accepted the schedule proposed with adjustment for in-person meetings to be offered in hybrid format. Attendance at future "hybrid" meetings is encouraged in-person, however, virtual Google Meet*

connections will be provided for alternative access and participation in meetings. Leslie will update the Governance Council page on Anansi's website with this information.

***March 22, 2023 at 5:30pm- Hybrid (In-person at Anansi + Google Meet)**

April 19, 2023 - Virtual

***May 17, 2023- Hybrid (In-person + Google Meet)**

June 21, 2023- Virtual

July 19, 2023- Virtual

August 16, 2023- Virtual

September 20, 2023- Virtual

***September 2023- Board Retreat (In-person) Location TBD**

October 18, 2023- Virtual

***November 15, 2023- Hybrid (In-person + Google Meet)**

December 20, 2023 - Virtual - consider date change from 12/20 to 12/13?

Jan. 2024- Virtual

***Feb. 2024- Hybrid (In-person + Google Meet)**

Mar. 2024- Virtual

Apr. 2024- Virtual

***May 2024- Hybrid (In-person + Google Meet)**

Jun. 2024- Virtual

Jul. 2024- Virtual

Aug. 2024- Virtual

Sept. 2024- Virtual

***Sept. Board Retreat- In-person**

Oct. 2024- Virtual

***Nov. 2024- Hybrid (In-person + Google Meet)**

Dec. 2024- Virtual

E. Schedule announcement made that Anansi Charter School will be hosting the in-person board meeting for the Taos District on the evening of Thursday, March 23rd. Attendance by 1 or 2 GC board members is encouraged to welcome guests to the school.

VI. Consent Agenda

A. Contracts (None at this time)

VII. Old Business

A. New ACS Bylaw Approval – *Discussion confirming outstanding consensus on the Bylaws check signing details occurred. The Governance Council agreed to maintain that two check signors will be required on checks, as a best practice, and agreed to removing the previously considered statement that in instances when two members are unavailable, one signor would have authorization to sign solely. The Governance Council agrees it is in the school's best interest to require two signors on checks.*

MOTION: I, Sophia Seim, move that the Anansi Charter School Governance Council approve and accept the amended Governance Council Bylaws, updated by Iris Thornton and reviewed and agreed up on by the Governance Council. Seconded by Valerie Higgins. X All Approved {X indicates All Approved}

B. Follow up on individual board member items from January meeting- *Discussion not needed*

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

IX. Items for March 22, 2023 agenda – *Discussion not needed. Agenda items may be emailed to Sophia.*

X. Roles and Responsibilities

1. Jake Caldwell
2. Iris Thornton - *Complete trainings, attend equity council meeting and facilities committee meeting, if any are scheduled.*
3. Amy Trevino - *I will follow up and enroll in my required hours/classes for board CE. I will also stay tuned for additional info on upcoming finance committee meetings.*
4. Leilani Dean
5. Sophia Seim - *Contact legislature re new CEU requirements, meet with Leslie and Leilani re Director's Evaluation, email Eitan re training ops.*
6. Leslie Mondragon Romero - *Meet with Sophia and Leilani re: Director Eval process, complete training hours*
7. Michele Hunt - *I will assist with a presentation on the community school, I will send the legislative session information to board members, I will create the schedule for finance and calendar committees to begin*
8. Eitan Lewin
9. Valerie Higgins - *Complete final hours of training.*

XI. Final Comments and Announcements

XII. Adjournment

MOTION: I, Jake Caldwell, move that the Anansi Charter School Governing Council adjourn the regular meeting. Seconded by Sophia Seim. X All Approved {X indicates All Approved}

Adjourned at 7:40 p.m.

President: _____ Date: _____