

## 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 Regular Meeting  
Agenda-September 18, 2024; 5:30 pm

**Location- ANANSI CHARTER SCHOOL- IN PERSON**

**[DRAFT]**

**Minutes Approved:** \_\_\_\_\_

Minutes of the Anansi Governance Council Special Meeting  
Held on Wednesday, September 18, 2024  
5:30 – 7:30pm

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

*Called to order at 5:46 pm. In Attendance:*

*Officers:*

X President: Valerie Higgins [2022]- Joined remotely at 6:05pm due to technical issues

X Vice President: Leslie Mondragon Romero [2021]

X Secretary: Hannah Garcia [2023]

X Treasurer: Eitan Lewin [2022]

*Members:*

X Eileen Horn [2023]

X Sophia Seim [2021]

*Director:* X Michele Hunt

*Business Manager:* Seth Mender, The Vigil Group

*Public Attendance:* Erika Northrop, Cassandra Romero

*Student Representatives:* None

*Leadership Team Member:* None

## II. Approvals (Action)

- A. Agenda-September 18, 2024 Regular Meeting
- B. Minutes-August 21, 2024 Regular Meeting
- C. Minutes- August 26, 2024 Special Meeting

*MOTION: I, Eileen Horn, move that the Anansi Charter School Governing Council approve the Agenda for the September 18, 2024 Regular Meeting, the Minutes for the August 21, 2024 Regular Meeting and the Minutes for the August 26, 2024 Special Meeting. Seconded by Sophia Seim. GC Approval:*

Valerie Higgins:     \_\_\_ Yes \_\_\_ No-Not Present  
 Hannah Garcia:     \_\_X\_\_ Yes \_\_\_ No  
 Eileen Horn:        \_\_X\_\_ Yes \_\_\_ No  
 Leslie M. Romero:  \_\_X\_\_ Yes \_\_\_ No  
 Sophia Seim:        \_\_X\_\_ Yes \_\_\_ No  
 Eitan Lewin         \_\_X\_\_ Yes \_\_\_ No

III. Public Recognition and Comment(s)

- A. *The Governance Council reached out to interested parties inviting them to join this meeting. We have two in attendance-  
 Cassandra Romero- I have two children currently attending Anansi Charter School and would like to support the school in any way possible.  
 Erika Northrop- I have one child currently attending Anansi Charter School. I am the PE Teacher at the school. If this is a conflict of interest, my husband is also interested in joining but could not be in attendance this evening.*

IV. Reports (presentation, discussion, and potential action)

- A. Financial Report: The Vigil Group
  - a. Budget Overview Summary Report

*Seth Mender from the Vigil Group presented the current financial status of Anansi Charter School, noting that we are a quarter into the fiscal year. We are on track to stay within budget for all accounts in the 2100-3100 range by year-end. The board discussed the reimbursement policy for school lunches, emphasizing the need to ensure that parents aren't signing up for lunches while also sending their children with meals from home. Seth reported that current expenditures are routine. He mentioned he will be presenting a Budget Adjustment Request (BAR) to transfer funds from the general supplies fund. While we have utilized 141.29% of the Instructional Materials fund, the materials acquired will support us for the next four years. Function 2600 was clarified as a reserve for potential needs. Additionally, we received a discount on our Property Liability Insurance.*

b. BARs: Budget Adjustment Requests

*Seth presented BAR-0004-I and BAR-0005-I with the recommendation from him and Michele that the board approve both BARs.*

*MOTION: I, Sophia Seim, move that the Anansi Charter School Governing Council approve BAR-0004-I and BAR-0005-I . Seconded by Eitan Lewin. GC Approval:*

Valerie Higgins:      Yes     No  
Hannah Garcia:      Yes     No  
Eileen Horn:          Yes     No  
Leslie M. Romero:    Yes     No  
Sophia Seim:          Yes     No  
Eitan Lewin          Yes     No

c. Budget Review

B. Council Committee Reports

1. Facilities Committee Update, Including Update on Remediation Project

- a. *Michele gave an update from the Facilities Committee on the current status of the Remediation Project- The project is progressing and the 3rd and 4th grade students are back in their classrooms. The 4th grade classroom passes the mold test, allowing for them to move back in. The crews are working to replace the joists in the closet of the 5th grade classroom and more mold was found and is to be cleaned out. The LOR Foundation is looking to provide a \$30K grant for the purchase of dividers.*

V. Contracts

A. Discussion and potential withdrawal of approval of prior contract with Paul Davis

- a. *A recommendation was given to the board to withdraw the previous approval of the Paul Davis contract and approve the new proposed contract due to the evolving state of the Remediation Project and the current need for additional items to be added. Eitan noted that the contract included tax, stating that all materials purchased should be tax-exempt.*

B. Discussion and potential action re revised contract with Paul Davis

*MOTION: I, Eitan Lewin, move that the Anansi Charter School Governing Council withdraw the previous approval of the contract with Paul Davis and approve the proposed revised and updated contract presented, with the caveat that the tax will be questioned due to the exclusion of the tax-exemption. Seconded by Eileen Horn. GC Approval:*

Valerie Higgins:     Yes    \_\_\_ No  
Hannah Garcia:     Yes    \_\_\_ No  
Eileen Horn:        Yes    \_\_\_ No  
Leslie M. Romero:   Yes    \_\_\_ No  
Sophia Seim:        Yes    \_\_\_ No  
Eitan Lewin         Yes    \_\_\_ No

## VI. Other New Business

- A. Summary of and discussion regarding Board's role at Anansi
  - a. *Leslie gave a broad overview of the board's role at Anansi Charter School and each of the board members gave a brief overview of their role on the board.*
- B. Board's Self-Evaluation
  - a. *Tabled to October meeting due to lack of responses.*
- C. Continued discussion re board recruitment
  - a. *GC spoke about the requirements as a board member and the process for becoming a board member.*
- D. Initial discussion re board strategic planning session
  - a. *GC planned the strategic planning session for October 25, 2024, from 9:00 am -12:30 pm, location TBD.*
- E. Discussion re committee to examine potential funding options for water encroachment/remediation project
  - a. *The GC discussed potential options for funding, with no decisions made.*
- F. Update on new bus status
  - a. *The new bus has been purchased, has been inspected for mechanical issues and will be ready to be put into service for the next planned field trip.*

## VII. Consent Agenda

## VIII. Old Business

## IX. Executive Session- [Limited to Personnel matters, Student discipline-Director]

## X. Items for October 2024 agenda

- A. Further discussion and possible action re Michele's authority to enter contracts without board approval
- B. Discussion and action re compensation to Michele for off-contract work performed over the summer

## XI. Roles and Responsibilities

- 1. Eileen Horn - Will serve on the Policy and Advocacy committees and support Michele

in gathering information from other directors about their procurement and contracting authority and any financial limitations.

2. Eitan Lewin - I will continue to review financials, work on my training, and provide drinks for next months in person meeting.

3. Hannah Garcia- I will attend the Pre-School meeting and continue my duties as secretary.

4. Leslie Mondragon Romero - Work with Michele on budget/Asst. Director hiring committee.

5. Sophia Seim -

6. Valerie Higgins - Continue to work on policies, reach out to Michele to meet with the Executive Committee, talk with Michele about OMA compliance and things to be added to the website.

7. Michele Hunt - Survey for threshold for governance council approval required for contractor contracts.

## XII. Final Comments and Announcements

## XIII. Adjournment

*MOTION: I,Eileen Horn, move that the Anansi Charter School Governing Council adjourn the regular meeting. Eitan Lewin seconded. GC Approval:*

Valerie Higgins:     \_\_\_ Yes \_\_\_ No-Not Present (left early due to not feeling well)

Hannah Garcia:     \_\_X\_\_ Yes \_\_\_ No

Eileen Horn:         \_\_X\_\_ Yes \_\_\_ No

Leslie M. Romero:   \_\_X\_\_ Yes \_\_\_ No

Sophia Seim:         \_\_X\_\_ Yes \_\_\_ No

Eitan Lewin         \_\_X\_\_ Yes \_\_\_ No

*Adjourned at 7:33 p.m.*

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

