

**Cottonwood Valley Charter School
Governing Council Regular Meeting Minutes
September 12, 2013**

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| I. | Call meeting to order President Ephraim Ford presiding. | President |
| II. | Pledge of Allegiance | All |
| III. | Ascertain quorum Present: John Benson, Ephraim Ford, Susan Loveland, Kim Linker, Amy Mioduszewski, Delilah Walsh | Secretary |
| IV. | Reading and Approval of Agenda Moved: Delilah, Ephraim, all ayes | Secretary |
| V. | Reading and Approval of August 8, 2013 minutes Moved: John, Ephraim, all ayes | Secretary |
| VI. | Public Forum None | |
| VII. | Teacher Representative Report | Teacher Rep. |
| | <p>The art class will take a trip to San Antonio for a silk screening workshop. They will make T-shirts for fund raising.</p> <p>The new Dress Code is generally going well with the Middle School students.</p> <p>The teachers feel that it's time to upgrade the classroom computers (laptops).</p> <p>The Parent/Teacher Conferences will be 'student led', the students will present their goals for the school years. There will be student 'training' for developing their goals.</p> | |
| VIII. | Student Report None | Student Body Rep. |
| IX. | Department Reports A. Administrator's report Current enrollment: 170 students, waiting list: 154. | Administrator |
| | <p>Kim Schaffer has trained 12 parent and community volunteers to administer Sound Partners reading intervention program. This is for students who are behind in reading.</p> <p>And Kim Schaffer has completed DIBELS testing (reading) for all students grades K-3.</p> <p>Karin attended the required District Test Coordinator training Sept. 9.</p> <p>Our overall attendance for beginning of year Parent Orientation was 81%. This was a big improvement over last school year.</p> <p>Beginning of the year Discovery Assessments were administered Sept. 5 and 6 to Grades 3-8.</p> <p>Karin is observing each teacher weekly for the first five weeks of school and giving feedback on NM Teach Domains in preparation for formal evaluations at the end</p> | |

of September.

B. Business managers report

Mary Cox

It's early in the fiscal year, the budget is looking tight but doable.

Eight Budget Adjustment Requests were presented.

| | | |
|---------------------|------------|--|
| 074-003-1314-0006-I | \$ 28,718 | Fund 24106: IDEA |
| 074-003-1314-0007-I | \$ 1,539 | Fund 11000-41920 : budget donations |
| 074-003-1314-0008-I | \$ 2,498 | Fund 11000 : reverse BAR PED in requested July |
| 074-003-1314-0009-T | \$ 74,105 | Transfer budget authority from 11000-2600-54610 to several critically under budgeted line items in direct instruction part of our budget |
| 074-003-1314-0010-M | \$ 16,050 | Fund 11000 : maintenance BAR |
| 074-003-1314-0011-T | \$ (2,498) | Fund 11000 : new BAR requested by PED |
| 074-003-1314-0012-M | \$ -0- | Fund 24154 : Title 2 Reallocation |
| 074-003-1314-0013-I | \$ 21,346 | Fund 31700 : SB9 Funds |

Motion to approve: Ephraim, Amy, all ayes

X. Correspondence and announcements

Open

None

XI. Old Business

A. Administrator Evaluation

Move the Administrator Evaluation item into the Executive Session in this meeting.

Motion to approve: Ephraim, John, all ayes

XII. New Business

A. Approve purchase agreement with Socorro County for new classrooms

After much back-and-forth between attorneys representing CVCS and Socorro County, a final version of the Purchase Agreement has been produced. The Governing Council has reviewed this previously.

Motion to approve the agreement with typographical changes only,

Moved: Ephraim, John, five members vote aye, Delilah Walsh recuses herself

B. Approve scope of work for new classroom construction

Made a few minor changes; change 'modular' to off-site construction, add 'minimum of 12 classrooms'

Motion to approve: Ephraim, Amy, five members vote aye, Delilah Walsh recused.

C. Approve lease/purchase agreement with Socorro County: New classrooms

We will place this item on the agenda for the October GC Meeting.

D. Discuss and form an Administrator Search Committee

The council felt that this issue is so important that the entire Governing Council will be considered members of the search committee.

E. Determine consultant for assistance for the Administrator search.

Shelly Roberts has agreed to serve as consultant for the Administrator search. The Search Committee will meet with Shelly at 5:30pm, Thursday September 19. The public is welcome. This meeting will advertised in the same manner as we announce GC Meetings in accordance with the Open Meeting Act.

F. Develop annual goals for the Administrator.

We will place this item on the agenda for the October GC Meeting.

G. Administrator Evaluation

This item will be moved the Executive Session in this meeting.

Motion to approve: Ephraim, Amy, all ayes

H. Register for NMCCS Conference

The annual Governing Council Conference will be held Oct 25, 25 In Albuquerque. All council members will be registered and will attend.

I. Discuss EPSS.

The EPSS is under development. It will be discussed during the October GC Meeting.

J. Approve the Committee Description Draft.

This document is a template that should be used when writing GC committee guidelines and requirements.

Motion to approve: Ephraim, Amy, all ayes

K. Activate committees

The permanent GC committees for this school year are now activated.

Motion to approve: Ephraim, Kim, all ayes

XIII. Committee updates

1. Budget/Fund Raising
No report – committee needs a GC member
2. Accountability/Advisory

Will work on the new charter renewal. Awaiting template from PED

3. Discipline/Safety
No report
4. Facilities
No report
5. Special Ed/Gifted
No report
6. Technology/Computing
No report.

XIV. Items for next months' agenda Secretary
A. Approve lease/purchase agreement with Socorro County: New Classrooms

XV. Scheduling next meeting, October 10, 2013 President

XVI. Executive session President
In accordance with the Open Meetings Act, NMSA 10-15-1, the Governing Council may enter into Executive Session to discuss personnel or legal matters. No actions are taken in Executive Session.

Motion to enter Executive Session to discuss the Administrator Evaluation. (7:45 pm)
Moved: Ephraim, Amy; polled: Amy aye, John aye, Kim aye, Susan aye, Delilah aye, Ephraim aye

Motion to leave Executive Session (8:15pm)
Moved: Ephraim, John; polled: Amy aye, John aye, Kim aye, Susan aye, Delilah aye, Ephraim aye

XVII. Adjourn President
Motion to adjourn: Delilah, John, all ayes