

**Cottonwood Valley Charter School  
Governing Council Regular Meeting Minutes  
November 13, 2013**

- |       |   |                   |
|-------|---|-------------------|
| I.    | Call meeting to order<br>President Ephraim Ford presiding.  | President         |
| II.   | Pledge of Allegiance  | All               |
| III.  | Ascertain quorum<br>Present: Sheila Lewis, Susan Loveland, John Benson, Ephraim Ford,<br>Kim Linker (Kate Burleigh, Karin Williams, Mary Cox)   | Secretary         |
| IV.   | Reading and Approval of Agenda as modified<br>Item 12B, moved to a future meeting<br>Moved: Susan, John all ayes  | Secretary         |
| V.    | Reading and Approval of October 10, 2013 minutes<br>Moved: Ephraim, Susan all ayes  | Secretary         |
| VI.   | Public Forum<br>None  |                   |
| VII.  | Teacher Representative Report<br><br>The 4 <sup>th</sup> and 5 <sup>th</sup> Grades went to the Public Library and learned how to research in the library and how the Dewey Decimal System works. A school chess club will be started. The Chess Teacher from NMT Adult Education will teach chess. The club will meet either during the lunch hour or after school.  | Kate Burleigh     |
| VIII. | Student Report<br>Four students from 4 <sup>th</sup> and 5 <sup>th</sup> Grades demonstrated a computer tool that allows students to create video games. The tool teaches the fundamentals of computer programming through graphical interfaces and scripting languages. The students meet after school for instruction by AI Stavely from NMT.   | Student Body Rep. |
| IX.   | Department Reports<br>A. Administrator's report<br><br>Current enrollment: 170 students for November 2013, waiting list: 160.<br><br>There are now 16 trained volunteers working with Kim Schaffer in the Sound Partners reading program.<br><br>Tommie McSherry has begun Science Olympiad coaching during the end of day intervention period and after school on Mondays.<br><br>Formal observations of all teachers for Domains 1 and 4 began this week.<br><br>Two teachers have resigned effective December 20. The positions have been advertised. We may go with long term subs.<br><br>The following October events were well attended and successful: Family Math Night, the Halloween Dance, and Walk and Roll to School Day. | Karin Williams    |

B. Business managers report

Mary Cox

The Budget looks good so far. Mary met with the Auditor. There were no 'Findings' for CVCS. This is a good thing.

Three BARS submitted for approval.

074-003-1314-0015-I	\$ 150	Fund 11000-41910: Increase 6 months rent received from the Irish Step Dancers. Saturday dance classes in the MPR
074-003-1314-0016-I	\$ 2,028	Fund 11000-41920 : budget miscellaneous Donations and fundraising proceeds, Will be used for 8 <sup>th</sup> grade trip, employee medical expense donation, Science Olympiad expenses
074-003-1314-0017-M	\$ -0-	Fund 24101: Title 1 Adjustment of salary job classes; partial wages For two instructional assistants will be charged to this fund instead of a classroom teacher.

Motion to approve: John, Ephraim, all ayes

X. Correspondence and announcements  
None

Open

XI. Old Business

A. Approve Lease Purchase Agreement With Socorro County.

A new draft has been produced with a few changes made by the county lawyers.

Motion to approve the revised Lease Purchase Agreement: Ephraim, John , all ayes

B. Discuss and Approve EPSS

The EPSS has been submitted to PED. They will send feedback.

Motion to approve EPSS: Ephraim, Susan, all ayes

XII. New Business

A. NMCCS Conference

The annual NMCCS Conference was held October 25-26 in Albuquerque. All GC members attended the number of required sessions. Everyone found the sessions interesting and useful.

B. Review Short Cycle Data

Moved to a future meeting.

C. Governing Council Retreat

The annual GC Retreat will be held on January 25, 2014 in the MPB. The topics will be Charter Renewal in the morning and GC improvements in the afternoon.

D. Administrator Search Process

The Administrator Search Committee has produced a set of documents describing the search, interview and evaluation processes. We are convinced that these processes are fair and meet legal requirements. We will begin advertising the position shortly.

Motion to approve selection procedures: Ephraim, John, all ayes

E. Approve Committee Descriptions

Changes to the Accountability/Advisory Committee description presented.

Motion to approve: Ephraim, John, all ayes

XIII. Committee updates

- A. Budget/Fund Raising  
Held a brainstorming meeting (fund raising)
- B. Accountability/Advisory  
Working on academic goals.
- C. Discipline/Safety  
No report
- D. Facilities  
No report
- E. Technology/Computing  
No report

XIV. Items for next months' agenda

- A. Check calendar for next month's items Secretary
- B. New parent survey

XV. Scheduling next meeting, November 13, 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.

No Executive Session was held.

XVII. Adjourn President

Motion to adjourn by Ephraim, second by Susan, all ayes