

**Cottonwood Valley Charter School  
Governing Council Regular Meeting Minutes  
January 08, 2014**

- |      |   |                   |
|------|---|-------------------|
| I.   | Call meeting to order<br>President Ephraim Ford presiding.  | President         |
| II.  | Pledge of Allegiance  | All               |
| III. | Ascertain quorum<br>Present: Susan Loveland, John Benson, Ephraim Ford, Kim Linker<br>(Karin Williams, Mary Cox, Kate Burleigh)   | Secretary         |
| IV.  | Reading and Approval of Agenda<br>Moved: Kim , Ephraim, all ayes  | Secretary         |
| V.   | Reading and Approval of December 11, 2013 minutes<br>Moved: Ephraim, Susan all ayes   | Secretary         |
| VI.  | Public Forum<br>None  |                   |
| VII. | Teacher Representative Report   | Kate Burleigh     |
|      | <p>Grades 4 and 5 sponsored a bake sale to raise money for chess boards. They raised \$143.</p> <p>A Chess Club is being formed, the students want to play Chess after school.</p> <p>The Administrator Search Committee should examine potential candidates on their views concerning school discipline.</p>   |                   |
| III. | Student Report<br>None  | Student Body Rep. |
| IX.  | Department Reports<br>A. Administrator's report   | Karin Williams    |
|      | <p>Current enrollment: 170 students for January 2014, waiting list: 167.<br/>Three students left, they moved to Albuquerque.</p> <p>Kim S. is administering the mid year DIBELS assessment to grades K-3 this week.</p> <p>Report cards go home on Wednesday, Jan 13.</p> <p>Karin will begin the second round of Domain 2 and 3 teacher observations, Jan 13-Feb 7</p> <p>Isaac Burleigh begins as middle school long term sub on Jan 13.</p> <p>Sandra Webster hired as educational assistant for grades 1-3, began work Jan 6</p> <p>Tommie McSherry completed three hours of credit towards gifted licensure last semester.</p> |                   |

Applications have been coming in for the Administrator position.

B. Business managers report

Mary Cox

The Budget Committee met on Monday.

Three BARS submitted for approval.

074-003-1314-0022-I	\$ 75	Fund 11000-0000-41910: Building rent Received from Coleman Academy (Irish Step Dancers) for Oct-Dec; used for additional utility expenses.
074-003-1314-0023-I	\$ 1,023	Fund 11000-0000-41920: Budget donations And miscellaneous receipts to support science Olympiad program. (supplies and travel to Silver City)
074-003-1314-0024-I	\$ 516	Fund 11000-0000-41920: "Activities Fund" Budget student fundraising and year book sales for 8 <sup>th</sup> Grade trip, and to cover the cost of the yearbook.

Motion to approve BARs: Ephraim, Kim all ayes

X. Correspondence and announcements  
None

Open

XI. Old Business

A. Revise the Parent Survey

Reset the scoring to 1 thru 5.

Motion to adopt survey as amended: Ephraim, John, all ayes

XII. New Business

A. Discuss GC Vacancy

We need one new GC member to file the vacant seat left by Delilah Walsh.

B. Review New Building RFP Grading Process

Three architecture firms responded to the County RFP for the new building project. Their proposals were graded by a committee including the County Manager, the County Procurement Officer, and two GC members and a community member. The two firms having the best grades will be invited for face-to-face presentations.

C. Revise Building Scope of Work

Revised to 12 classrooms.

Motion to approve the revision: Ephraim, Susan, all ayes

D. Review K-3 Reading Goals

Table this topic until the January 2014 Meeting.

Moved: Ephraim, Amy, all ayes

E. Approve Annual Parent Survey

The Annual Parent Survey was approved as modified.

Moved: Ephraim, Amy, all ayes

F. Plan Teacher Survey

Tabled to GC Retreat, Jan 25<sup>th</sup>.

Moved: Ephraim, John, all ayes

G. Review GC Annual Goals

Tabled to GC Retreat, Jan 25<sup>th</sup>.

Moved: Ephraim, John, all ayes

H. Plan Teacher Evaluation of Administrator

Design new evaluation forms presented.

Moved: Ephraim, John, all ayes

XIII. Committee updates

A. Budget/Fund Raising

None

B. Accountability/Advisory

None

C. Discipline/Safety

No report

D. Facilities

The Socorro County Manager and the Socorro County Procurement Officer met with three CVCS representatives and graded proposals from three architectural firms. Face to face interviews are being scheduled.

E. Technology/Computing

No report

F. Administrator Search

Six candidates have sent in application packets. The Admin. Search group will Evaluate the applications on Feb. 7.

XIV. Items for next months' agenda

A. Check calendar for next month's items

Secretary

XV. Scheduling next meeting, February 12, 2014

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: Ephraim, second by John, all ayes