

**Cottonwood Valley Charter School
Governing Council Special Meeting Minutes
September 3, 2014**

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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, Kim Linker,
Adrian Morris, Chris Kurtnaker, Autumn Torres,
Chris Kurtnaker, (Avery Ewing, Kate Burleigh, teachers) | Secretary |
| IV. | Reading and Approval of Agenda
Add Item: New Business, 5. Additional Policies
Moved: Ephraim, Chris, all ayes | Secretary |
| V. | Public Forum
Eileen, CVCS Band Director, thank you for supporting the band. | |
| VI. | New Business | |
1. Review Employee Policy Manual
The teachers have received the Employee Policy Manual. The Manual is over 2 years old, and according to PED it should be updated. The Administrator is in contact with other charter schools for copies of their policy manuals.

The CVCS Employee Policy Manual needs to be updated before submitting the new charter document to the SCSD for approval.
 2. Review and Approve Employee Dispute Policy
An Employee Dispute Policy need to be written. Avery will obtain policy documents from other schools. Issues to be decided include: the form of written grievances, grievance boundaries, who may be present when the grievance is discussed by the Administrator and the employee, and under what circumstances may the grievance come before the GC. The Administrator should have a system to bring grievances (including his own) to the attention of the GC.

A Grievance Policy document from another school was placed before the GC. Since currently there is no written Grievance Policy at CVCS, a motion was made to adopt the policy that was presented.
Moved: Ephraim, John, all ayes
 3. Review and Approve Employee Hiring Policy
No notes.
 4. Schedule Next Governing Council Meeting
The next Governing Council Regular Meeting will be held on September 16, 2014.
 5. Additional Policies
No notes taken.

VII. 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 items listed which falls under section 1-15-1 subsection H.I.J. paragraph 4 personally identifiable information about a student and paragraph 7 personnel and legal matters. : Ephraim, John, all ayes

Begin Executive Session: 7:05 pm
Leave Executive Session: 8:40 pm

VIII. Adjourn President
Motion to adjourn: Ephraim, John, all ayes