

**Cottonwood Valley Charter School
Governing Council Regular Meeting Minutes
April 15, 2015**

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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
Autumn Haworth, Chris Kurtnaker, Amy Mioduszezski
(Kim Schaffer, Mary Cox, Kate Burleigh) | Secretary |
| IV. | Reading and Approval of Agenda
Moved: Ephraim, John, all ayes | Secretary |
| V. | Reading and Approval of March 12, 2015 minutes
Moved: Ephraim, John all ayes | Secretary |
| VI. | Public Forum
None | |
| VII. | Teacher Representative Report
None | Kate Burleigh |
| VIII. | Student Report
Several 6th Grade students displayed Cigar Box guitars that they made as part of a class project. The guitars may be connected to musical amplifiers. The students played 'Louie, Louie'. | |
| IX. | Department Reports | |
| | A. Administrator's report | Kim Schaffer |
| | Enrollment: 169, Waiting List: 180 +- 10 | |
| | The Kindergarten lottery was held. There are 16 spots in the Kindergarten for next school year. They will be filled by 10 siblings, 2 retained students, and 4 new students. | |
| | Barb T, is finishing up our second round of observations. | |
| | PARCC End of Year Testing is underway, | |
| | The Leadership Team has held meetings. They are focusing on math and reading instruction, and class daily scheduling. | |
| | PLC's: Discuss Teaching Evaluation Rubric and review PLP's and student progress. | |
| | The SCS Performance Contract was approved by the SCSD Board with an amendment. | |
| | We will have a staff opening for next year – 3rd Grade. | |

GC candidates for the May election are still needed.

B. Business Manager's report

Mary Cox

There was a good Budget Committee Meeting held; the budget is going well. The CVCS utility bill has increased. Schools have been reclassified. The utility bill will increase by \$5000 per year.

We will close the fiscal year in good shape.

Budget Adjustment Requests:

074-003-1415-0027-I	\$ 1095	Fund 24154 (Title 2): add'l allocation from District – used for teacher professional development.
074-003-1415-0028-I	\$ 930	Fund 14000 (Instructional Materials) 2014-2015 final allocation - textbooks
074-003-1415-0029-I	\$ 2402	Fund 14000 (Instructional Materials) 2014-2015 \$5M Special Appropriation
074-003-1415-0030-I	\$ 21,890	Fund 31700 (SB-9) FY 15 Final Match Used for technology and capital improvements
074-003-1415-0031-I	\$ 472	Fund 23000: (Student Raised Funds) 8 th grade trip and yearbook sales
074-003-1415-0032-I	\$ 430	Fund 11000 (Operational Fund) Miscellaneous Receipts: used for field trips
074-003-1415-0033-M	\$ -0-	Fund 27114 (Reads to Lead K-3) Align budget with program expenditures for remainder of year (increase salary line item)

Motion to approve: Ephraim, Autumn, all ayes

The budget for the next school year is due to be submitted to PED by May 18th.

We need full enrollment next year.

The Lease Reimbursement application is due May 15th.

X. Correspondence and announcements

None

XI. Old Business

- A. Discuss GC Annual Training Options.
A webinar provided by NMCCS will be available next week.
- B. Review Annual Parent Survey
We exceeded our goals. No red flags seen.
- C. Review Annual Teacher Survey

- Agree – Class sizes are reasonable.
- Agree – Time to collaborate with colleagues
- Agree – Not enough time to meet curriculum requirements
- Agree – Good, spending less than 1 hr. dealing with discipline.

XII. New Business

- A. Approve salary schedule.
Table to the next GC meeting.
- B. Review Fine Arts/Bilingual Programs for Funding.
Working on the application for funding. It would pay for part of the Spanish program. We need to describe the enrichment programs here.
- C. Verify that all GC Members have completed the required GC Training
All GC members except one have completed the GC Training. The last member will attend a webinar this week.

The GC will look for local training alternatives for next year.

- D. Update on Teacher and Student Handbook Formatting.
Hold and review the new draft for approval by the GC at the May Meeting.

XIII. Committee updates

- A. Budget/Fund Raising (Ephraim)
The budget is holding steady. Good attendance at the Budget Com. Meeting.
- B. Accountability/Advisory (Autumn)
Did not meet.
- C. Facilities (John)
Did not meet.
- D. Technology/Computing (Ephraim)
Did not meet.
- E. Special Ed/Gifted (Amy)
Gifted screening tests were administered to 2nd Grade students.
There are 18 students in the Gifted Program.
A grant application for funding special care for Special Ed. students may be submitted. There are 23 Special Ed. students at CVCS.
- F. Administrator Search Comm. (Kim L)
Kim Linker described the search process. We have received 19 applications, which were reduced to five. The five were screened through references and background checks. The Search Comm. interviewed two candidates.

In accordance with the Open Meetings Act, NMSA 10-15-1, the Governing Council may enter into Executive Session for reasons listed in the Open Meetings Act, 10-15-1 Section No actions are taken in Executive Session.

Motion to enter Executive Session for purpose of discussing the two candidates.
Moved Ephraim, John, all ayes

Motion to leave Executive Session
Moved Ephraim, Kim, all ayes

Motion to extend an offer of the CVCS Administrator position to Kim Schaffer.
Moved Ephraim, John, all ayes.

G. GC Election Committee.
The committee is waiting for Letters of Intent from GC candidates.

XIV. Items for next months' agenda

A. Check calendar for next month's items Secretary

XV. Scheduling next meeting, May 13, 2015 President

XVI. Executive session President

In accordance with the Open Meetings Act, NMSA 10-15-1, the Governing Council may enter into Executive Session for reasons listed in the Open Meetings Act, 10-15-1 Section H. No actions are taken in Executive Session.

Motion to enter Executive Session for discussion of legal issues.
Moved Ephraim, John, all ayes

Motion to leave Executive Session
Moved Ephraim, Autumn, all ayes

XVII. Adjourn President

Motion to adjourn: Ephraim, John, all ayes