

**Cottonwood Valley Charter School
Governing Council Regular Meeting Minutes
May 13, 2015 v2**

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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
Chris Kurtnaker, Amy Mioduszewski, Adrian Morris
(Kim Schaffer, Mary Cox, Kate Burleigh) | Secretary |
| IV. | Reading and Approval of Agenda
Moved: Ephraim, John, all ayes | Secretary |
| V. | Reading and Approval of April 15, 2015 minutes
Moved: Ephraim, John all ayes | Secretary |
| VI. | Public Forum
None | |
| VII. | Teacher Representative Report
Teachers are preparing for the last day of school.
The 8 th Grade will visit MRO.
The 4 th Grade will hold an Africa Celebration.
The 8 th Grade will go on a field trip to Capitan and Lone Tree. | Kate Burleigh |
| VIII. | Student Report
The Student Council is running a fund drive for the Food Warehouse and has organized regular trash pickup on the CVCS campus. | |
| IX. | Department Reports | |
| | A. Administrator's report | Kim Schaffer |
| | Enrollment: 168, Waiting List: 190

The teachers' Summative Evaluations have been completed.
The 2015-16 PDP's are in progress, looking good.
PD plans Math, Writing in the Content Area this summer.
Bilingual Application complete.
SCS Performance Contract signed by SCSD Superintendent.
There is one staff opening for next year. Third Grade teacher.
The Teacher Survey has been revisited. | |
| | B. Business Manager's report | Mary Cox |
| | The PSFA Lease Reimbursement Application is due on Friday. It will cover July 2015 through June 2016.

The annual Conflict of Interest document must be signed by each GC member.
We will do that tonight.
The budget is okay for closing out the current fiscal year. | |

Budget Adjustment Requests:

074-003-1415-0034-I	\$ 100	Fund 11000 (Operational Fund) Rent: Jan – April: Irish Step Dance Group
074-003-1415-0035-I	\$ 1,636	Fund 11000 (Operational Fund) Donations, Misc. Receipts, Field Trip reimb
074-003-1415-0036-I	\$ 3,376	Fund 23000 (Student Raised Fund) Jog-a-thon, K fundraiser, 8 th grade trip
074-003-1415-0037-M	\$ -0-	Fund 11000 Direct Instruction Adj line items to close out the year
074-003-1415-0038-M	\$ -0-	Fund 11000 Support Services Adj line items to close out the year

Motion to approve: Ephraim, Kim L., all ayes

Mary Cox presented the budget for 2015-2016. It is a barebones budget that covers the basics. It will be submitted to PED May 15th.

Motion to approve Lease Purchase Agreement: Ephraim, Amy, all ayes

Motion to approve 2015-2016 CVCS Budget: Ephraim, Amy, all ayes

X. Correspondence and announcements

Kate Burleigh turned in her resignation. She will be traveling next year. Thanks to Kate for many years of devoted and professional service.

XI. Old Business

A. Approve Salary Schedule

Motion to approve Teacher Salary Schedule: Ephraim, Adrian, all ayes

XII. New Business

A. Coordinate selection of next year's Teacher Rep. to the GC

Sheri Armijo will be the new teacher rep.

B. Review Fine Arts/Bilingual Programs for Funding.

Fine Arts Program proposal is not done yet.

Bilingual Program funding proposal.

Motion to approve: Ephraim, Amy, all ayes

C. Consider Approval of Parent - Student and Employee Handbooks

Changes in the handbooks were discussed. The handbooks will be approved at the next meeting.

D. Discuss 8th Grade Graduation.

The graduation ceremony will be held on May 27th at 6:30pm.

E. Determine Staffing Needs for Next Year.

An offer has been extended to a teacher to serve as reading coach.

- F. Approve GC Scholarship Recipient.
The scholarship recipient will be Electra Burleigh.
Motion to approve: Ephraim, Adrian, all ayes
- G. Review and Approve the CVCS School Calendar
Motion to approve: Ephraim, Adrian, all ayes

XIII. Committee updates

- A. Budget/Fund Raising (Ephraim)
The new budget will be submitted. 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)
Did not meet.
- F. Administrator Search Comm. (Kim L)
The Governing Council offered the CVCS Administrator position to Kim Schaffer at the previous GC Meeting. Kim accepted and her salary has been agreed upon.

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 employee issues.
Moved Ephraim, John, all ayes

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

- G. GC Election Committee.
Four new GC member have been elected. They will sworn in during the June GC Meeting.

XIV. Items for next months' agenda

- A. Check calendar for next month's items Secretary

XV. Scheduling next meeting, June 3, 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, Amy, all ayes

XVII. Motion to authorize GC President to pay NMPSIA invoice, if during the remainder of his term as president CVCS GC has determined CVCS is able to pay NMPSIA \$5,000 for legal costs related to a release with our previous Administrator: Ephraim, John, all ayes
President

XVIII. Adjourn

Motion to adjourn: Ephraim, John, all ayes

President