

Cottonwood Valley Charter School
Governing Council Regular Meeting Minutes -- Amended
November 9th, 2016

1. Call meeting to order (President)
 - Meeting called to order 5:17pm
2. Pledge of Allegiance (All)
3. Ascertain quorum (Secretary)
 - Quorum ascertained: Mike T., Adrian, Dennis, Nancy, Mike H.
4. Reading and Approval of Agenda (Secretary)
 - Moved by Dennis to approve agenda as presented, seconded by Adrian; motion carried unanimously
5. Reading and Approval of October 12th, 2016 minutes (Secretary)
 - Minutes amended to remove redundant details of reports and to include the reports themselves as attachments
 - Moved by Adrian to approve minutes as amended, seconded by Dennis; motion carried unanimously
6. Public Forum
 - Nothing discussed
7. Correspondence and Announcements
 - Nothing presented
8. Teacher Representative Report (I, 5 min)
 - No representative present, 1st grade bird projects displayed
9. Student Report (I, 5 min)
 - 4th grade Student Council member Dylan Childs reported that each year 1 boy and 1 girl per grade from 4th-8th grades will be elected to Student Council
 - Student Council put on a cake walk and helped decorate for the Harvest Dance, which was a good fundraiser and raised ~\$900 split between the 8th grade and Science Olympiad
 - Student Council is meeting once a week at lunch and will help with a Bingo/Frito Pie Night the week before the winter holiday
10. Business Manager Report (Mary)
 - 2 BARs, see attached details
 - See Business Manager report online
11. Administrator's Report (Kim) (I, 15 min)
 - See online report and attached PTO report
12. Committee Reports
 1. Accountability/Advisory (Heagy)
 - No meeting held; will address turning the lottery into a pool vs. waiting list for upcoming Kindergarten in next meeting
 2. Budget (Morris, Timmons)
 - Met yesterday; see Business Manager report online
 3. Fundraising (Karen)
 - See attached report
 4. Discipline/Safety (Ocampo)
 - No report

5. Facilities (Walsh, Timmons)
 - Had hoped to trench for irrigation on Oct. 28th, but couldn't
 - Need survey; NM 811 will not do it in campus, only to meter
 - Approaching NMT about surveying
 - Rescheduled for next Friday; Mike T and Lionel to dig
 - Will need mini-excavator and materials
 - Will use as-built plans to guide
 - Still need to ID high-priority items – possibly during GC retreat
6. Special Education/Gifted (Hofmann)
 - See attached report
7. Technology (Morris)
 - No new information/looking into website changes
13. Old Business
 1. New Mexico Conference for Charter Schools (report from attendees)
 - See attached report from Nancy
14. New Business
 1. Plan Annual Governing Council Retreat
 - Topics to include Admin Eval, spending priorities, volunteer policies/guidelines, vision/charter
15. Schedule Next Month's Meeting – December 14th
 - The next GC meeting will be held December 14, 2016 at 5pm
16. Adjourn
 - Motion to adjourn by Dennis, seconded by Nancy; meeting adjourned at 7pm



Cottonwood Valley Charter School

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November 9, 2016

To: Governing Council

From: Mary Cox

Budget Adjustment Requests (BAR's) for approval at the November 9, 2016 meeting:

074-003-1617-0009-I \$ 664

Fund 11000: donations / misc receipts:
\$ 633: Yard Sale
31: Amazon market place shopping

Will be used for field trips (\$400), classroom supplies (\$139) and fundraising search subscription (\$125)

074-003-1617-0023-I \$ 1,249

Fund 23000: Student Fundraising (Harvest Festival, Candy Grams, Bake Sale, Hot Cocoa Sale, Running Club donation

Will be used for 8th grade trip, Science Olympiad travel, and Running Club prizes

PTO

- We help w/ events & fundraisers
- communication between teachers & teachers & parents
- each member of the PTO is a Home Pm parent. which evaluates class parties & what the class is ~~in~~ need of. The Home Pm parent comes back and shares it w/ the PTO & we work on it. to see what we can do for the class Pm
- positive change to the teachers work Pm.
- work on what we can do for teacher appreciation wk.
- we all so work with projects & events w/ the student council.

PTO Agenda For the next 11/9/16

- Judging the Autumn drawings - 3mo.
today 11/9/16 @ 3pm - Free dress for all entrants
- Dec 2, 2016 & Jan. 10, 2016 + free HW pass
PTO - Cinnamon Roll & OJ fundraiser left up to teacher.
Funds go to student prizes & teacher & their work room. Cin rolls 75¢ & OJ 50¢
- Shout out went out on Monday Nov. 7th
Recognize your peers & educators all while helping your CVCS PTO raise money for our school.
Notice a peer or teacher doing great things. Fill out a "Shoutout & Send some love".
Shout out. will be post for all to see.

CVCS Special Education Committee

October 21, 2016

Minutes

1. Introduction of members.
 - Jaclyn Myers, Belle R., Mark Samuels, Wendi Carillo, Tommie M., Donna Deckard, Nancy
2. Update on past committee work:
 - a. Previous committee meetings centered on Medicaid - completed.
 - Overview, 3 distinct therapies (OT, PT, SLP) funded by general budget (covers about ½ of 1 therapist)
 - Data in powerschool used to get Medicaid reimbursement, but district didn't want to do it for CVCS anymore
 - Committee decided paperwork was not worth the potential expense recapture
 - b. Grant writing was discussed last time. Prof. Z had reviewed research.
 - Several grants are out; still waiting to hear results (not just SpEd specific)
3. Discussion items
 - a. Changes in SpEd IEPs (ie: Sandie 1/2 time help, scheduling etc.)
 - Not sure if this will continue, given budget problems
 - b. Methods to explain gifted screening/program to parents
 - All children are screened at end of 2nd grade
 - Make sure this is clearly stated on website
 - c. Possible goals for the committee this year
 - i. How is SpEd funding determined per child? How much does CVCS receive? Line items, etc.)
 - Make sure we get info from district
 - ii. Explore how to acquire additional funding to support student success.
 - Move toward clearinghouse of data for grant writing
 - Make sure communication with fundraising committee is clear (NMT is writing Technology grant, per Mark Samuels)
 - iii. Other goals?
 - Make wish list (from teachers for SpEd support) and establish shared docs
 - Wish list items
 - SpEd tools
 - Vocational support
 - After school program
 - Reading support person/coach to support literacy at all levels
 - Math support
4. Set next meeting time

NM CCS Conference Oct. 27-28, 2016

Nancy Hofmann attended:

1. Taking the Mystery out of Financial Oversight
 - As a district-chartered school, GC is not a financial board (hurray!)
 - Mary's reports are exactly what they recommend
 - We just need to take the time to read and check them
2. Legal/Contract Issues for Governance
 - We should have charter to look over at meetings so we can make sure we know what district owes us and what we owe them
 - i. Document like crazy – with direct reference to tasks in charter
3. Head Administrator and GC relationships
 - Need to work together and not be too friendly ??
 - GC determines what (policy); admin determines how
 - GC is accountability vs. operations
 - Eval of admin is diff than of principal since job is bigger
4. Strategic planning and Governance
 - Annual audits by school?
 - Full COI disclosure
 - Be aware that GC members rep entire GC in committees
 - Have plan for security of school records (disaster recovery plan for data)
 - Have good policies re: background checks
 - Best practices at National Ballridge Program or Quality NM
 - Annual strategic planning
 - i. Vision for school (broad)
 - ii. Mission (more specific)
 - iii. Path to get there (3-5 strategies)
5. Bilingual Multicultural Education Programs
 - Lots of schools having trouble with this
 - i. Many not getting grant
 - ii. Others not finding certified teachers
 - Nat'l Hispanic Cultural Center helps recruit teachers from Spain and Puerto Rico
 - La Tierra uses Heritage Model but failed to find certified teacher so did not take the money this year
 - Marica Brenden (presenter) is on GC for La Tierra in Espanola
6. Preparing for a GC Meeting
 - Open Meetings Act
 - IPRA – should have notice posted on website and in office (with custodian contact info)
 - Follow AG guidelines, have regular policy for how long emails kept on server, for example