

**Cottonwood Valley Charter School
Governing Council Regular Meeting Minutes – Final
December 14th, 2016**

1. Call meeting to order (President)
 - Meeting called to order at 5:15pm
2. Pledge of Allegiance (All)
3. Ascertain quorum (Secretary)
 - Quorum ascertained: Mike T., Karen, Dennis, Nancy, Mike H.
4. Reading and Approval of Agenda (Secretary)
 - Moved by Dennis to approve agenda as presented, seconded by Nancy; motion carried unanimously
5. Reading and Approval of November 9th, 2016 minutes (Secretary)
 - Minutes amended to remove Budget Manager's report
 - Moved by Dennis to approve minutes as changed, seconded by Nancy; motion carried unanimously
6. Public Forum
 - Nothing discussed
7. Correspondence and Announcements
 - Professional Legal Services Agreement received from Mathews Fox, will plan to discuss/approve as action item at next meeting
 - Holiday cards received from Mathews Fox, NMCCS
 - Email from Hannah Skandera detailing program unit value decrease of \$60.61 (1.5%), see attached
8. Teacher Representative Report (I, 5 min)
 - Mr. Schrack highlighted 2nd grade: they discussed ways to help community, have a photo of the week in weekly newsletter from Mrs. Fassett, word webs, and shared class journals on various topics that all kids write in
9. Student Report (I, 5 min)
 - None presented
10. Business Manager Report (Mary)
 - See online report and attached letter
 - Budget reduction is about what she expected; CVCS has 322.017 units, so reduction is \$19,127.10
 - Will have to do a budget reduction/adjustment out of rents and leases and expect to end year with almost no cash balance
 - Will likely lose another \$10,000 in Title I funds next year
 - 8 BARs presented, see attached details
 - Moved by Dennis to approve BARs, seconded by Karen; motion carried unanimously
11. Administrator's Report (Kim) (I, 15 min)
 1. See online report
12. Committee Reports
 1. Accountability/Advisory (Heagy)
 - Did not meet
 2. Budget (Morris, Timmons)
 - See Business Manager's report online

3. Fundraising (Karen)
 - Did not meet
 - Waiting to hear results of Fab School Lab competition
 - Suggests discussion regarding Development vs. Fundraising roles
4. Discipline/Safety (Ocampo)
 - Did not meet
5. Facilities (Walsh, Timmons)
 - Would like retreat topic to be discussion of priorities, e.g., water system and acoustics
 - Waiting to hear back from acoustics consultant
6. Special Education/Gifted (Hofmann)
 - Did not meet, next meeting set for Jan. 6, 2017
7. Technology (Morris)
 - Did not meet

13. Old Business

1. Plan Annual Governing Council Retreat

- Set for Jan., 21st, 2017 starting at 8:30pm, location TBD

14. New Business

1. Development of parent survey

- Will send copies of survey used in the past – should probably continue to use so the results are comparable

2. Development of teacher survey

15. Schedule Next Month's Meeting – January 11th

- Next meeting set for January 11, 2017 at 5:15pm

16. Adjourn

- Motion to adjourn by Dennis, seconded by Mike H.; meeting adjourned at 6:18pm



Cottonwood Valley Charter School

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December 14, 2016

To: Governing Council

From: Mary Cox

Budget Adjustment Requests (BAR's) for approval at the December 12, 2016 meeting:

074-003-1617-0011-I	\$ 34,350	Fund 24106: IDEA Set up 2016-2017 allocation from District
074-003-1617-0012-D	(34,350)	Fund 24106: IDEA Reverse incorrect PED budget entry
074-003-1617-0013-D	(1,469)	Fund 14000: Instructional Materials Special Session budget decrease
074-003-1617-0014-I	6,970	Fund 31300: Facilities Improvements Socorro County – extra construction budget
074-003-1617-0015-I	199	Fund 11000: miscellaneous receipts / fundraising
074-003-1617-0016-I	1,071	Fund 23000: Student Raised Funds Science Olympiad, 8 th grade trip, Puerto Seguro coin collection
074-003-1617-0017-M	(34,225)	Fund 11000: transfer from rents & leases line item to other underfunded budget lines
074-003-1617-0018-T	(32,775)	Fund 11000: transfer from rents & leases line item to other underfunded budget lines



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HANNA SKANDERA
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

December 14, 2016

MEMORANDUM

TO: Public School Superintendents
Charter School Officials
Local School Board Presidents
School Business Officials

FROM: Hanna Skandera *HS*
Secretary of Education

RE: 2016-2017 FINAL PROGRAM UNIT VALUE

In accordance with Laws of 2016, Second Special Session, Chapter 6, I am establishing the final unit value for the 2016-2017 school year at \$3,979.63, which is a \$60.61, or 1.5 percent, decrease from the initial unit value of \$4,040.24 set in March, 2016. This amount reflects solvency actions taken during the Second Special Session. Please note this reduction should be prioritized to non-instructional expenditures.

If you have any questions or require additional information, please do not hesitate to contact your assigned budget analyst or David Craig at (505) 827-6537.

HS/dc

cc: Office of the Governor
Duffy Rodriguez, Cabinet Secretary, Department of Finance and Administration
Hipolito "Paul" Aguilar, Deputy Secretary, Finance and Operations, PED
David Abbey, Director, Legislative Finance Committee
Rachel Gudgel, Director, Legislative Education Study Committee
David Craig, Director, School Budget and Finance Analysis Bureau, PED
Budget Analysts, School Budget and Finance Analysis Bureau, PED

322,017 x
60.61 x
19,517.45 *

19,517.45 x
0.98 x
19,127.10 *
