

**Cottonwood Valley Charter School**  
**Governing Council Regular Meeting Minutes -DRAFT**  
**August 16th, 2017**

1. Call meeting to order (President)
  - Meeting called to order at 5:20pm
2. Pledge of Allegiance (All)
3. Ascertain quorum (Secretary)
  - Quorum ascertained: Nancy, Adrian, Mike, Brianne
4. Reading and Approval of Agenda (Secretary)
  - Motion to approve agenda from Nancy, second from Adrian; motion carried unanimously (Brianne abstained)
5. Reading and Approval of July 12th, 2017 minutes (Secretary)
  - Amend names, add Brianne, fix fiscal year; Motion to approve minutes as amended from Adrian, second from Nancy; motion carried unanimously (Brianne abstained)
6. Reading and Approval of July 22nd, 2017 minutes (Secretary)
  - Amend dollar amounts, Sun power, strike a sentence, edit a sentence; Motion to approve of minutes as amended from Adrian, second from Nancy; motion carried unanimously (Brianne abstained)
7. Public Forum
  - Claes Hansen, father of two students (5<sup>th</sup> and K) starting this year, with experience in a charter school in New York (Success Academies) came to observe meeting
8. Correspondence and Announcements
  - Delilah Walsh and Adrian Nance will present to state board of finance for approval of LPA, Sept 19<sup>th</sup>.
  - Governing council training requirements email received outlining hours required and requirement for Brianne as new member
9. Teacher Representative Report (5 min)
  - Denise Gilson: middle school mixed grade elective T/Th afternoon Math Lab (will have 4 differentiated groups), rock band (voice and instrument separately), art/sculpture, leadership lab
  - After 9 weeks, kids can petition to change electives
  - Hope to add STEM/Sci Oly 9-week component
10. Business Manager's Report (10 min)
  - See report online
  - Mary met with Rhiannon Crespin at District Office, asked if district received PE units in funding formula. They do get it for 740 elementary units (translates to 42 units). Also talked about bond money, and how it comes to the charter vs. how brochures described bond issue. In three CVCS was listed as line item. In most recent (from Feb.), not much description of how it will be used. Friday at 1pm, audit committee meeting at district, maybe after that, Ron, Kim, Mary and Rhiannon can meet and discuss how the money will be dispersed. Rhiannon asked about charter renewal, as district might suggest reducing allowable enrollment; District's Facility master plan (5 year) expires 2017, required to include CVCS in that plan, generally made by a consulting company,

need to make CVCS needs clear to them (e.g., intercom system, bond funds to make loan payments).

- a) Approval of BARs (5 min); see attached details
  - Still waiting for IDEA and Title 2 funds into budget
  - Some raffle sales money coming in still
  - Motion to approve three BARs as presented from Adrian, second from Nancy; motion carried unanimously (Brienne abstained)
  - Have been waiting for final utility bills (with July) to request reimbursement from county for operating expenses related specifically to new buildings: \$54,085.65 (\$20,728 for electricity; \$7,450 for water & sewer; \$17,106 to Mathews, Fox legal services specific to LPA; property insurance) [true cost of PE position: \$71,000]

11. Administrator's Report (Kim) (I, 15 min)

- See online report

12. Committee Reports

a) Accountability/Advisory (Watkins, Timmons): did not meet

b) Budget (Morris, Timmons): did not meet

c) Fundraising (Hofmann)

- Coordinate with PTO, Science Olympiad, 8<sup>th</sup> grade sponsor to get yearly plan, progress reports
- NFL Raffle ongoing for operating expenses

d) Discipline/Safety (Ocampo): did not meet

e) Facilities (Walsh, Timmons): did not meet

f) Special Education/Gifted (Bailey-Bowman): did not meet

g) Technology (Morris, Watkins): did not meet

13. Old Business

a) Develop GC Annual Goals; possibilities discussed:

- Following up on retreat meeting regarding long-term financial stability
  - i. Staying engaged in PSCOC issue
  - ii. How to change trajectory of funding support (politically, and raising operating budget via high-impact fundraising)
  - iii. Small school size adjustment attack
  - iv. Work with other district schools (Board meeting August 28<sup>th</sup>)
- Supervision of administrator, develop metrics, evaluations
  - i. Yearly schedule for oversight
- Facilities: bond issue, planning
- Web presence; lifecycle of chromebooks, sustainability of tech
- Update committee docs; meet at least 2x/year
  - i. Reviews of needs and gaps to capture data as needed
- Digital citizenship curriculum

14. New Business

a) Discussion of PSCOC meeting

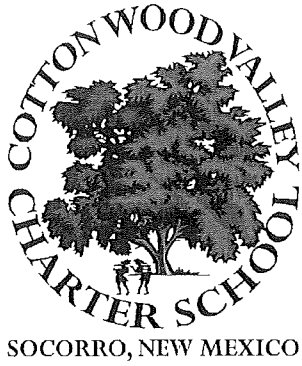
- Meeting last Friday, about proposed 20% decrease

b) Administrator evaluation criteria and goals

- Send to accountability committee

- c) Committee chairs activate sub-committees
  - Need to have initial meetings
- d) Develop GC subcommittee goals
  - See where initial meetings take us
  - Keep in mind new charter goals
- 15. Schedule Next Month's Regular Meeting – September 13th
  - Next meeting set for Sept. 13, 2017 at 5:15pm
- 16. Adjourn
  - Motion to adjourn from Adrian, second from Nancy; meeting adjourned at 7:37pm

DRAFT



# Cottonwood Valley Charter School

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August 16, 2017

To: Governing Council

From: Mary Cox

Budget Adjustment Requests (BAR's) for approval at the August 16, 2017 meeting:

074-003-1718-0001-I	\$ 200	Fund 23000: Student Raised Funds Security Deposit ret'd from May 2017 8 <sup>th</sup> grade trip to Lone Tree Ranch
074-003-1718-0002-I	\$ 121	Fund 23000: Student Raised Funds Science Olympiad team: solar eclipses glasses
074-003-1718-0003-I	\$ 352	Fund 11000: Operational Fund 107 Amigos de la Sevilleta – field trip 54 Amazon & Kula Foundation: classroom Supplies 41 Donations: Ms. Beth's music program 150 Donation: chair project