

Cottonwood Valley Charter School
Governing Council Regular Meeting – FINAL MINUTES
July 12, 2017

1. Call the meeting to order (GC members Dennis Walsh, Mike Timmons late)
2. Present Dennis, Damian, Adrian, Mike, Karen, Brianne
3. Ascertain quorum
4. Reading and approval of Agenda.
 - Adrian Moves 13 B and C up to just after 8. Damian seconded. Approved
 - Change Karen from Fundraising to Gifted, and Nancy to Fundraising Committee
Karen moved, Adrian seconded, all in favor.
5. Reading and approval of June 13 2017 minutes
 - Damian Ocampo moved to approve as presented, Brianne seconds. All approved
6. Public forum – none
7. Correspondence and Announcements
- 13 New Business
 - B. Appointment of Karen as acting secretary for July. Adrian moved, Damian seconded, All approved.
 - C. Approval of Revised and approved Lease Purchase Agreement
 - Mike Timmons and Karen Bailey-Bowman will take the LPA to a notary on July 13
 - Adrian moved to approve the R and A LPA, Damian seconded, all approved.
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9. Business Manager's Report
 - No BARs
 - Budget Committee meeting July 10. Closing out the year with \$41K cash balance, up from the \$32K projected. The difference we will be able to bring into our budget when the audit is completed.
 - The approved budget for the FY 2017-18 is included in the July report. The budget is lean to accommodate the lease purchase costs for the year. Lease Assistance Grant will help as well as County legal cost for the LPA, electric expense for the new classrooms, city utilities for new classrooms, property insurance that we have to pay before the end of July property insurance went up \$6,000. Altogether about \$54,000 or \$55,000. The county will reimburse us for expenses associated with the new classrooms out of cash available from the construction budget. If we get the full amount of the Lease Assistance Grant that we asked for, that will free up \$121,275 currently assigned to lease purchase payments, for use for other critical operating expenses. The lease purchase grant may

not be available until September 2017. Our portion of the local bond money still needs to be negotiated with the district, which won't be available until spring.

10. Admin Report

- Organizational Goal – Parent Engagement great, 88% responded.
- Parent Involvement in Student Progress – Discussion about how to capture parent participation. Not all participation is being documented.
- Next year, remind 6th grade to complete a community service project.
- Community Participation in School – a lot more participants this year. Discussion about how to capture community participation, including governing council.
- Academic goals, doing well. Short cycle, all grades 3rd through 8th either met or exceeded criteria for reading and math growth. Same for K-2, I-station data, all met or exceeded criteria for reading and math growth. Common Core standards have standards for math fluency, used report cards grades of 3 or higher. Need to discuss with teachers how to standardize report card grades. Need to discuss ways to capture Common Core third grade math fluency accuracy.
- Discussion of math short cycle assessments. Discovery not providing these assessments and the district is discontinuing MAPS.
- Spanish will be required two days per week for 6th graders using an online program. Sherry Armijo will supervise the class. We will use an online free program plus field trips and cultural enrichment.
- We need a speech/language therapist two days a week. Kim is working on finding a qualified applicant. Timmons asked if we could share a therapist with the District. We don't have an Educational Assistant to replace Sandy Webster. Need one-on-one for reading help for the younger students, especially first and second graders. Won't be advertising for this position until we know we have the Lease Purchase Assistance Grant in hand, probably September.

11. Committee Reports

- Accountability – none
- Budget – Brianne said the meeting was helpful.
- Fundraising – Kim reported a fundraising raffle, will ask PTO parents for volunteers to manage it. Dallas Cowboys and Phoenix Cardinals Football Game in Phoenix. Tickets and accommodations in a hotel for two people were donated by Bhaskers and Pat Salome to benefit CVCS and a private school in Los Lunas. One winner, but proceeds will be kept separate. Our kids to sell tickets, \$5 a ticket, hopefully ready by the back-to-school orientation night on August 10. Game is September 25.
- Discipline/Safety – none
- Facilities (Walsh, Timmons) did not meet.
- Special Education/Gifted (Bailey-Bowman) did not meet.

- Technology (Morris). Steve Schaffer is attending a Google workshop in Silver City on his dime. We don't know if we will have enough money to purchase 20 Chromebooks, our technology upgrade goal. It all depends on e-rate.

Old Business

- PARCC scores not available until August, nor science SBA for 4th and 7th.

Solar Power Program

Karen Bailey Bowman had been researching the Solar Power Program. (See Spreadsheets)

She explained that we are now being billed as a commercial customer. We get billed for peak demand charge which results in a much higher bill. Prior to this CVCS was billed as a non-residential user. We are now classified the same as all the other schools.

All buildings including the MPR increased kwh usage.

A discussion ensued about all the possibilities that may increase the energy used each month. Jimmy Capps, the SEC Director of Communications & Public Affairs met with Karen August 12th. After discussing the billing and buildings it was determined that the two 100 KVA transformers for the classrooms are not using even 50 KWH peak demand each month, so we don't really need the 100 kva transformer on at least the transformer that serves only 3 buildings. There is a possibility that the Coop would replace this as a trade.

Karen has also been working on a CERB with Regina Wheeler of Sun Power Solar to determine our needs for a rooftop solar panels to power school.

There is an opportunity for CVCS to apply for a grant that would provide return energy credits

Dennis mentioned that NM Tech is looking possibility of solar panels as well. We may do some collaborating with them.

13. New Business

- a) GC summer retreat agenda discussion. Schedule 9 am to 1 pm on July 22 at Bureau of Geology (tentative). Notice needs to be made per OMA. Invite PTO members.

Retreat Focus: BUDGET What strategies do we need to pursue to change the current status quo, which is not sustainable.

- Sun Power Solar presentation by CEO Regina Wheeler, pending her schedule
- Developing a strategic sustainable revenue stream to support our operating budget. After this year, we need to come up with \$60,000 more revenue stream than our present budget.
- How to influence our elected officials: School District/Legislature/PED., e.g., Why can't PED fund PE units? The attack on the small school size budget adjustment. The possible 20% reduction in Lease Purchase Assistance grant money. If CVCS did not get it at all, we would lose \$100,000 a year.
- Institutional history.
- Realistic school size.

- Discuss Governing Council annual goal

d) Table PED Leadership Conference

e) Table GC Annual Goal

14. Discuss Executive Session topic: repeat of Kim Schaffer's contract, no salary increase. Mary Cox also declined salary increase for this year. Teachers all got a minimum 1% salary increase, very minimal. In the teachers' contract for next year, one less contract day.

Executive Session. Adrian moved to go to executive session, Brianne seconded, all approved at 7:10 p.m. Karen moved to go into regular session, Adrian seconded, all approved at 7:20 p.m.

Karen move to approve Kim Schaffer's 2017-18 contract as prepared, Adrian seconded. All approved, with the note that next year Governing Council be involved in negotiating the Head Administrator's Contract.

15. Next month's meeting to be determined at the July 22, 2017, Governing Council retreat.

16. Mike moved to adjourn, Brianne seconded. Unanimous approval.