Cottonwood Classical Preparatory School  
Governing Council Meeting Minutes  
Tuesday, October 15th  
Jefferson Campus-Boardroom

I. Call to Order, Confirmation of Quorum, and Roll Call
5:00pm start time.
Quorum established – voting members present were Jill van Nortwick, Alexandria Hafler, Andrew Bundy, Susan Labarge and Rathi Casey. Non-voting members present were John Binnert, Louis Papponi, Peter Lukes, and Michael Vigil.

II. Approval of Minutes: September 17, 2019
Motion to approve meeting minutes with the correction below for the September 17, 2019: Andrew, Susan (second), motion passed.
- Under Foundation Report: correct “school function coming up”
- Under Facilities Report: substitute “architect recommendation selected by next meeting”

III. Public Comments
- No comment

IV. Guest Speaker – Meghan Lowe, IB Coordinator
- In our authorization process with APS, we agreed to 2 mission-based goals:
  o Goal 1: Meeting standard: 70-85% or more of 12th grade students will obtain at least three IB certificates or recognized equivalent.
  o Goal 2: 90% of our students will matriculate to college.

In August 2019, the GC was presented with a policy change proposal:

Proposed Policy for Class of 2020:

All students in 11th and 12th grade will complete International Baccalaureate (IB) courses. It is up to the individual student to determine if he/she will pursue the IB Diploma, but every student must complete at least one IB certificate, including all assessment components. 10th grade students will meet with the IB Coordinator at the end of their 10th grade year to determine their chosen graduation path.
Meghan Lowe, the IB Coordinator attend the GC meeting to discuss the policy proposal in more depth, with additional data.

- Her professional long-term goal recommendations include:
  o Focus on Retention, especially from 10th to 11th grades
  o Strengthen our CAS: Creativity, Activity and Service program. This is designed to help students work towards balance in their life.
  o Create clear SL/HL (standard/high level) divisions in classes
  o Design and implement better communication of IB and Diploma Program throughout community.
  o Strengthen the IB Core through a more supportive bell schedule
  o Evaluate course offerings
  o Complete 2nd IB Program evaluation by May 2021

- This discussion unearthed some additional systemic issues (in addition to the ones discussed in August 2019) within the school that need to be addressed for the policy to be effective.
  1. Disbursement of DP testing data for teacher review
  2. Communicating the value of the IB diploma to the students and their families
  3. Graduation requirement impacts

It was noted that a scholarship program was announced and made available to students. Two applications were received from Seniors and one application from a Junior.

**POLICY as presented:**

All students in 11th and 12th grade will complete International Baccalaureate (IB) courses. It is up to the individual student to determine if they will pursue the IB Diploma, **but every student must complete at least one IB certificate, including all assessment components.** 10th grade students will meet with the IB Coordinator at the end of their 10th grade year to determine their chosen graduation path.

Motion to approve, Susan, Conner (Second). Motion passed.

V. **Stakeholder Reports**

PTO Report (Quinn Fekete)

Foundation Report (Jennifer Dryfoos)
- Would like GC on the 26th at the Grandparent’s Day welcome at 8:00am.

**Faculty Report (Peter Lukes)**

**PAC Report (Louis Papponi)**

## VI. Executive Director’s Report (John Binnert)

A number of items were discussed including:

- CCPS presence at the APS School Choice Fair and upcoming Sandia Fair.
- QPR training for teachers
- CLC/ALC will give feedback on Strategic Planning.
- Gifted program Issues: 1) State and APS have different rules. 2) We are striving to meet the case load requirements on a per teacher basis. This will take a few more years until we are in full compliance.
- 40 Day Report:
  - We showed an increase and will now qualify for growth and be eligible to receive extra funds.
  - Agreement from Attorney Firm is being signed by President of GC.
- Staff Representative- still working on a new member.

## VII. Standing and Ad hoc Committee Reports

### Strategic Planning (Andrew Bundy)

- Currently discussing process. Hope to have a recommendation next GC meeting

### ED Outcomes (Jill van Nortwick)

- Plan to survey stakeholder groups to start a baseline of data.

### Policy Review (Susan LaBarge)

- Working with John and APS to gather required and existing policies.

### Facilities (Rathi Casey)

- FBT Architects is leading the Master Planning project.
- MPC is being formed.
- Kick-Off Meeting was held
- Discussion needs to be held regarding a possible campus plan of full retention of 120 students per class. There are different implications for this idea.
- Agreed on GC decision points during the overall project plan.

### Finance Committee, Wes Burghardt, Treasurer

- Impact of Bond Election-If Senate Bill 9 we will receive $150,000 per year for 3 or 4 years.
- HB 33 award came through, we will receive $500,000
- The audit is still in progress. Looking at a November 1st date to submit the audit.
ACTION:
Approval of CCPS BARs

#001-769-1920-0003-IB 31200 (Lease Assistance)
#001-769-1920-0004-IB 31200 (Activity Funds)
#001-769-1920-0005-I 23000 (Activity Funds)
#001-769-1920-0006-I 11000 (IB Testing)
#001-769-1920-0007-I 11000 (BYU Fees)
#001-769-1920-0008-I 11000 (Interest Earned)

Motion to approve, Andrew, Rathi (second). Motion passed.

VIII. New Business

- Master Plan process including decision points for GC Bond Paperwork Review
- Timeline:
  - Ordered an appraisal
  - May or may not have to get a survey
  - Executed purchase agreement by Friday.
- Bond paperwork:
  - Will be reviewed on November 20th. GC will hold a special meeting on November 25th from 5:00 – 6:30 to discuss and vote on the bond. The closing should be around December 10th.

IX. Unfinished Business

- APS report card for CCPS: In progress.
- Mandatory IB testing policy: Done.
- Staff Representative: Peter is still our representative.

X. Next Governing Council Meeting: November 19, 2019 with a special meeting on November 25th.

XI. Adjourn

Motion to adjourn meeting at 7:43pm, Andrew, Rathi, seconded. Motion passed.