

**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, January 15, 2019, 5:00 pm
Jefferson Campus-Cafeteria**

I. Call to Order, Confirmation of Quorum, and Roll Call

Meeting called to order at 5:02 pm.

Quorum established – voting members present were Lisa Marbury, Nick Williams, Jill van Nortwick, Alexandria Tavaréz, Danielle Silva, Andrew Bundy, and Clifford Jake.

Non-voting members present were Sam Obenshain, Ana Sanchez, and Louis Papponi.

II. Approval of Minutes: December 18, 2018

Motion to approve minutes from December 18, 2018 meeting; Nick, Alex seconded.

Ana requested in that the PAC should be switched to PARC in faculty and staff report section. Passed unanimously with minor correction.

III. Public Comments

No comments from the public.

IV. Report and Committee Questions

Executive Director's Report (Sam Obenshain)

Sam went into detail about the upcoming legislative session. Mentioned that bills are not that charter friendly however the financial portion that CCPS needs is covered under the proposed bills.

- Looking at changing minimum teacher salaries across the board
- Change the funding formula or factors
- Increasing minimum pay from \$9 to \$12 per hour
- Approx. \$470k increase in funding
- Budgets become performance based
 - o This could be an issue because budget is due April 15th.
 - o There is a concern about having enough funding for new mandates

Jill and Sam mentioned that they may request GC members volunteer to attend the legislative session.

Sam clarified information about new family information meeting. The meeting is for potential incoming families.

Treasurer's Report (Nick Williams)

Mentioned about HB-33 and SB-9 funding sources in the financials

- If the ballot election issues fail to approve the proposed tax increase / mil levy, then CCPS would have to find another source to fund the lease requirement which is approximately \$400k.
 - o This is a critical issue to CCPS.
- Mike is now certified as a trainer by the PED to provide governing council training in procurement and two financial trainings
 - o Mike has offered to train the GC for these requirements.
- No questions regarding the financial statements provided in the GC packet.

PTO Report (Ana Sanchez)

No report provided, nothing new to discuss

PAC Report (Louis Papponi / Marta)

No report provided, nothing new to discuss

Cottonwood Classical Foundation Report (Sam Obenshain)

No report provided, nothing new to discuss

Faculty and Staff Report (Peter Lukes)

No report provided, nothing new to discuss

Strategic Plan (Andrew / Danielle)

No report provided, nothing new to discuss

Facilities Report (Lisa Marbury)

No report provided, nothing new to discuss

ED Outcomes (Clifford Jake)

No report provided, nothing new to discuss

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Search Committee (Jill van Nortwick)

- Posted the job listing on the following sites
 - o APS
 - o NM Charter School Association
 - o Indeed.com
 - o Will be in the ABQ Journal
 - o Will be on 3 IB sites
 - IB school jobs
 - IB connects
 - IB Arms
- Still working on the opportunity statement.
- We've received 4 applicants to date and all from Indeed.
- Training to interview teams will be in February
 - o Jill feels confident with the groups since most already have experience in interviews
- Jill hopes to begin interviews in March.
- Ana Sanchez announced she will apply for the ED position and multiple items were discussed about the potential for conflict of interest.
 - o Wants strong transparency
 - Possible leave of absence
 - Possible replace
 - Possible recuse herself during the search discussions
 - o During discussion, Ana will take a leave of absence and the PTO will select a new representative to mitigate future conflict of interests.

V. Action Items

Approval of BARs

Motion to approve the following BARs as discussed; Nick; Alex seconded. Motion passed unanimously.

- BAR 001-769-1819-012-I
- BAR 001-769-1819-013-D
- BAR 001-769-1819-014-I
- BAR 001-769-1819-015-I

VI. **New Business**

New GC member, Susan LaBarge - Vote

Jill put in a nomination form for Susan.

- GC appears to lack a member from the education side
- Susan is retired from the education sector and is excited to stay in the field and give back to the community
- Some descriptions
 - o Passionate
 - o Level-headed
 - o Tenacious
- Cover letter and recommendation included in package
- Indicated she had strong relationships with previous teachers and staff

Motion to approve Susan LaBarge as an 8th GC from Jill, Lisa seconded. Motion passed unanimously.

New Search Committee member, Peter Lukes - Vote

Expressed grave concern that teachers will not have a voice in the search for a new GC during the search process

- The search committee offered to discuss Peter being a part of the search committee as a possible member
 - o There is a concern that teacher will lose confidence from the teachers and faculty without being represented in the committee
- Concerns brought up a concern about the new ED having confidence from the faculty and staff prior to beginning work and this would help that process
- Concerns brought up as to whether adding another member to the search committee will be effective.

Roles of search committee

- Define job
- Evaluate candidates
- Recruit candidates
- Recommend 1-2 candidates
- Inform community throughout the process

Current Search committee

- Andrew
- Lisa
- Jill

No motion made

VII. **Unfinished Business**

Board Development

Strengths domains

Focusing items/goals of the GC

- Diversity
- Stakeholder relationships
- Financial
- Leadership

Does the GC have the right strengths to complete the goal / focusing items

- GC lacks overall influence to the faculty and possibly others
 - o If we know that's the lowest scoring then what can the GC do to consciously increase the these strengths.
- Situations, mood, (are you feeling your max) capability all affect these strengths
- It's a good thing that the GC is a well-rounded and "strategic" board
- One or two things to do differently as a result of this
 - o Have GC members make themselves more aware so it helps build the community
 - o Focus on the strengths based on what's been identified.
 - o Possibly using this to teach other boards
 - o Building stronger committees
 - o Have ED candidates take the test

VIII. Next Governing Council Meeting: Next meeting February 19, 2019 at 5:00 pm.

IX. Adjourn

Motion to adjourn meeting at 6:53 pm; Lisa, Nick seconded. Motion passed unanimously.