Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, August 15, 2017
Jefferson Campus

I. Call to Order - Quorum established
Meeting Called to Order at 6:08 pm- Darrell Garcia
Quorum established - Voting members present were Kyle Jones, Lisa Marbury, Nick Williams, Darrell Garcia, and Clifford Jake. Non-voting members present were Sam Obenshain, Michael Vigil, Louis Papponi, Ken Gant, and Lisa Wallhagen

II. Approval of Minutes
Motion to approve minutes from June 20th Meeting - Nick, seconded by Kyle - Passed unanimously

III. Public Comment
Peter Lukes (Teacher) - spoke regarding the “pay freeze” from the previous years and feels as though the staff may not understand the reasons around the pay freeze. Feels as though an opportunity to educate the staff regarding the pay freeze could help the morale of the faculty. He wanted to make sure that the issue is addressed.

IV. Reports
Executive Director's Report - see attached document

A conversation regarding the PSCOC lease-assistance decision that was made at the last Council meeting was had.

The school’s financial audit was discussed and the question of the audit determination regarding the CCP Foundation's presentation whether “blended” or “discrete” was discussed.

Darrell encouraged the GC members to attend the Open House on September 5th.

Treasurer’s Report -
Updated numbers were provided. There are a few reimbursements that we are awaiting final approval on. The reimbursements will affect the financials and will need to be adjusted once those reimbursements are approved. We did finish the year “in the negative” on an accrual basis, however we had $300,000 cash in the bank at year’s end.

Michael explained how the debt service was being viewed by the investors. He is currently working with them to clarify the debt service interpretation.
The audit is going fine, it looks like there may be minimal findings, and possibly findings from the bond transaction.

The monthly financial statements were received and reviewed.

**PTO Report** - none at this time

**PAC Report** - see attached

**Foundation Report** - see attached

**Faculty Report** - no faculty report

### V. Committee Reports

**Executive Director Outcomes Committee** - We will meet with Sam and come up with the annual outcomes for the year. If there is anything specific that members would like to see as an outcome, please provide those to Darrell

**Strategic Planning Committee** - No Report

**Facilities Committee** - No Report

### VI. Action Items -

Approval of Open Meetings Act Resolution - see attached Resolution. Motion to adopt the resolution by Kyle, seconded by Nick - Passed unanimously

Statement to Notify the PED of Governing Council Membership Changes - Motion to approve Lisa, seconded by Nick - passed unanimously

Governing Council Officers Vote - Darrell informed the Council that JoAnn Anderson has completed her term and we will need to elect officers today. Jay Mortensen will roll off of the Council next month. When Jay leaves the Council we will be at our membership minimum. Darrell asked that the voting members review the roles of the Council Officers and asked for nominations for officer positions.

The GC will need to go through a nomination process for the GC roles. Lisa asked whether or not an officer position could change in the middle of the member’s term. A member could vacate a position and another member voted to that position.
Darrell nominated himself to be president - Lisa motioned, Kyle seconded, Darrell recused himself from the vote and the members voted unanimously to accept Darrell’s nomination.

Lisa nominated Nick to continue as Treasurer, Kyle motioned, Clifford seconded and members voted unanimously to accept the nomination.

Kyle asked whether the Council could amend the by-laws. The answer is yes, there is a provision for amending the by-laws. Darrell suggested that the GC review the by-laws and the roles section to determine if changes need to be made moving forward.

Darrell nominated Kyle to be the Vice-president of the Council. Nick motioned and Darrell seconded the motion. Members voted unanimously to accept the nomination.

Discussion of the specifics of the roles of the Officers and indicated the need to revisit these components of the by-laws.

Darrell nominated Clifford for Secretary. Lisa moved, Kyle seconded. Members voted unanimously to accept Clifford as Secretary.

VII. **New Business** -

New Board Training Regulations - There are concerns that the new regulations are problematic. Sam will try to get clarification from our attorney and the PED how we are supposed to comply with the regulations.

VIII. **Old Business** -

Charter Renewal - Sam asked that this issue be tabled to the next meeting so that the GC could have an opportunity to look at the pros and cons of the renewal authorizer decision.

Darrell asked whether or not we should engage the broader community in getting feedback regarding the renewal authorization decision.

A discussion ensued as to how we might engage the broader community to discuss the option of renewal. Sam proposed holding two separate “forums” for the renewal decision. One forum will be held with staff and the other with parents.

Board Member Recruitment - Darrell asked if each member would bring back a name for a potential board member for next meeting
IX. Adjourn

Lisa motioned to adjourn, Kyle seconded. Passed unanimously.