



Alice King Community School  
Governing Council Meeting Minutes  
January 23, 2019

**I. Confirmation of Quorum**

A quorum was present with the following members in attendance: Aaron Kugler, Jane Knap, Molly Bell, Victor Gamiz, Jennifer Hathaway, Kiera Duddy, Oscar Martinez, Connie Chene

Excused Members: Matthew Anderson

Staff in attendance: Tonya Newton, Kristi Collins

Meeting called to order at 5:37 pm by Aaron Kugler.

**II. Adoption of the Agenda**

A motion to adopt the agenda was made by Connie Chene and seconded Victor Gamiz. There was no discussion, and the motion passed unanimously.

**III. Approval of the Meeting Minutes from January 9, 2019**

Minutes from the January 9, 2019, meeting were presented by Jennifer Hathaway. There was a motion to approve the January 9, 2019, minutes by Molly Bell, and seconded by Connie Chene. There was no further discussion, and the vote was unanimous in favor of the motion.

**IV. Public Comments**

No Comments.

**V. Comments from Council Members**

Aaron commented that our strategic planning session had been productive. The Council thanked Matt for hosting us at Rio Grande. It was decided that a card for Tim Schroder would be circulated at the next meeting to thank him for facilitating the planning session.

**VI. Council Committee Reports**

**A. Finance, Facilities, and Human Resources Committee, Kiera Duddy, Chair**

There were no BARs and no report.

**B. Policy Committee, Jennifer Hathaway, Chair**

Jennifer read Section V N as a first reading.

**N. Prohibition on Aiding and Abetting Sexual Abuse**

1. In accordance with 20 U.S. Code § 7926, the school, any of its employees, contractors, or agents shall not assist a school employee, contractor, or agent in obtaining a new job if the individual or agency knows, or has probable cause to believe, that such school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.
2. The routine transmission of administrative and personnel files is exempt from this prohibition.
3. This prohibition does not apply if:
  - i. The alleged misconduct has been properly reported to law enforcement and any other authorities required by Federal, State, or local law and the matter has been officially closed; the employee, contractor, or agent has been exonerated; or the relevant case or the investigation remains open without an indictment or other charges having been brought within four years of the date on which the information was provided to law enforcement.

**VII. New Business**

- A. Update Regarding Head Administrator Search Committee Formation and Development of Criteria, *Connie Chene and Molly Bell, Head Administrator Search Committee Co-Chairs*

Molly and Connie reported that they have met and wrote letter that was sent out to school on January 18th. Connie commented on how the letter had human, caring, assuring tone. Molly called Kelly Callahan but could not connect with her. She will call other contacts in charter school community to see how other schools have done a search and said the committee is looking for best practices. The committee has been looking at samples of ads. Connie said that everything is now online so no firm deadline for an ad, but the committee wants to get one out soon. Cottonwood Classical is looking for a head administrator at this time and the committee has been looking at how they are structuring their search. The committee wants to have list of criteria in ad, and want to make it specific enough so they get candidates to that understand the mission and vision of school.

There was a discussion of the ideal committee size, and it was noted that they do not want it to be too big. The administration drew three names from the eight staff members that were interested. Kelly Powers, Holly Tilseth, Jordan Russell were selected. The committee and administration thought an EA should also be on the committee, and Michelle has volunteered. Parents Mariposa Padilla Sivage and Lauren Hall have been appointed to the committee. It was suggested that a middle school parent should also be on the committee. Magda

Martinez has approached Tonya to join as well and will be appointed to represent the middle school parents. After discussion decided to cap the committee at nine.

There was a discussion on how the committee was going to run. Molly said she was looking for logistical suggestions from Kelly Callahan or a similar person. A rubric for the first screening of the applicants was suggested to help standardize and expedite the process. The timeline would be critical, with the goal of selecting a new head administrator in time for planning for next year.

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It was suggested that the Cottonwood Classical webpage might be used as a model for how to disseminate information, and that the letter the committee had sent out should be posted on the webpage. A follow-up letter listing the committee members and timeline was also suggested

**VII. Executive Session**

No executive session was held.

**VIII. Adjournment**

Jane Knap made a motion to adjourn, which was seconded by Victor Gamiz. The vote was unanimous in favor of the motion. The meeting was adjourned 6:33 pm.

Respectfully submitted by Jennifer Hathaway, AKCS Governing Council Secretary

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