Cottonwood Classical Preparatory School  
Governing Council Meeting Minutes  
Tuesday, November 19th  
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, Andrew Bundy, Wes
   Burghardt, and Susan Labarge. Non-voting members present were John Binnert, Louis
   Papponi, Peter Lukes, Quinn Fekete and Michael Vigil.

II. Approval of Minutes: October 15th, 2019
   Motion to approve meeting minutes for October 15th, 2019: Andrew, Wes (second), motion
   passed unanimously.

III. Public Comments
    No comments

IV. Stakeholder Reports

   PTO Report (Quinn Fekete)
   No questions

   Foundation Report (Jennifer Dryfoos)
   - Between 80-100 grandparents expected for Grandparent’s Day
   - Jill has received the Foundations bylaws and is reviewing

   Faculty Report (Peter Lukes)
   N/A

   PAC Report (Louis Papponi)
   No Questions, although several GC members noted challenges receiving email from the
   PAC distribution. John noted it is being looked into

V. Executive Director’s Report (John Binnert)
   - Expects to bring proposed updates to the school’s bell schedule and the calendar for the
     2020-2021 school year. Calendar changes will hopefully help align CCPS with certain
     APS breaks without modifying contract days. Bell schedule updates are planned to
     better serve the Diploma Program and to allow Middle School students more frequent
Physical Education time. Changes to the bell schedule for the spring are planned to allow for breaks on longer class days.
- December 11th likely date for first Coffee and Conversation with John and Jill.
- Positive response to the updated IB testing requirement policy. Additionally, UNM recently announced new classes that can be fulfilled by IB tests.
- John expects to bring proposed policies related to Bullying and Controversial Issues to the next GC meeting.
- Based on a recent Special Education review, the school will be working to improve processes around IEPs.
- John is working with faculty to determine next steps in meeting Yazzie-Martinez requirements, including the frameworks being put forth by the NMPED. Potential implications to the funding formula for “at-risk” students, but too early to gauge.

VI. Standing and Ad hoc Committee Reports

Policy Review (Susan LaBarge)
- Working through the review of policies and determining a prioritization for updates.
- Discussion was had regarding needed updates to the Fingerprinting/Volunteer policy in the near future to clear up some confusion.

Strategic Planning (Andrew Bundy)

Motion was made by the Strategic Planning Committee to approve Chris Kenny as the 3rd party facilitator of the updated strategic plan – Second by Susan. Passed unanimously.

Finance (Wes Burghardt)
- Audit has been submitted to the state, awaiting their release of the audit to have GC discussion
- John walked the GC through budget changes being proposed at this meeting. Adjustments were being made to allocate savings from the vacant Assistant Director position and medical premiums into various stipends for staff, raises for some folks, our legal budget which has been necessary for work related to the land purchase, software purchases, and several maintenance and security projects.

ACTION:
Approval of CCPS BARs
#001-769-1920-0010-M
#001-769-1920-011-M
#001-769-7920-0012-T
#001-769-7920-0013-IB

Motion to approve – Wes, Susan (second). Unanimously approved.

Facilities (Rathi Casey)
- Jill prepping a packet of materials GC members need to pre-read in advance of the special meeting next week.
- It was noted that to be within our new expected debt covenants under the proposed financing deal for the land, about 5 million in additional debt could possibly be
undertaken for Phase 1 of school improvements/expansion. There is also about 900K in capital funds currently in budget that could be added to Phase 1.
- There was a lot of discussion around the 3 high-level expansion/improvement options presented by the architects and the Master Planning Committee. Members of the GC overwhelmingly favored the second option, which includes an addition to the school along with renovations to the current building, although it was noted this would likely happen over a long period of time.

ED Outcomes (Jill van Nortwick)
- No questions.

VII. New Business

- Formal approval of second terms for Andrew and Jill were discussed. Motion to approve by Susan, Wes (second). Unanimously approved
- Discussion was had around planning for succession of the board, and ideas on how terms could be structured to maximize experience gained by GC members.

VIII. Unfinished Business
N/A

IX. Next Governing Council Meeting: November 25th, 2019

X. Adjourn

Motion to adjourn meeting at 7:19pm: Andrew; Wes seconded. Motion passed unanimously.