

**Cottonwood Classical Preparatory School  
Governing Council Meeting Minutes  
Tuesday, August 21, 2018, 6:00 pm  
Jefferson Campus-Cafeteria**

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

Meeting called to order at 6:00 pm.

Quorum established – voting members present were Lisa Marbury, Nick Williams, Alex Tavaréz, Danielle Silva, Jill van Nortwick, Andrew Bundy, and Clifford Jake. Non-voting members present were Sam Obenshain, Michael Vigil, and Louis Papponi.

**II. Approval of Minutes: June 14, 2018**

Motion to approve minutes from June 14, 2018 meeting; Nick, Lisa seconded. Passed unanimously.

**III. Public Comments**

No comments from the public.

**IV. Invited Speakers**

Darrell Garcia, Past GC President CCPS: A Look at the evolution of CCPS to today.

Matt Pahl, ED NM Coalition of Charter Schools: A broader view: CCPS within in New Mexico context

**V. Report and Committee Questions**

Executive Director's Report (Sam Obenshain)

Lisa asked some questions regarding picture day and the no-cost extension

- Sam clarified Jill's question about open enrollment
  - o Sam trying to ensure CCPS meets enrollment projections
  - o We saw a drop in high school enrollment and started requesting students from the wait list.
    - 8 of the 59 requested responded and exhausted waitlist for that grade level so now school is in open enrollment.
  - o After open enrollment period ends, a lottery will begin. Currently at 735 students.
  - o Mike also stated overall in Albuquerque and NM that the population is shrinking.
- Sam went over the school grade. There was some data missing and feels there an issue as to why we got a B when all markers, data, and metrics were shown as growing and/or an A.
  - o Also clarified issues related to graduation rates. The data was correct for this year and CCPS received an A in graduation.
  - o Growth in math scores is at 15% when Sam's goal was 16% increase.

Treasurer's Report (Nick Williams) with Michael Vigil

Review and Discussion of BARs and Financials

- Mike clarified a check outstanding from Lisa
- Lisa asked questions about variances in other services and Mike clarified and that the money carries over
- Question related Professional development that a there's a balance. PED is

rejecting funding the specific professional development because PED feels it's not relevant and won't fund it.

#### PTO Report (no rep)

First meeting is the August 28<sup>th</sup> and PTO hopes to have a rep by next meeting

#### PAC Report (Louis Papponi / Marta)

- Louis discussed about PAC's involvement in open house
  - o Possibly spending time to inform teachers about IB program

#### Cottonwood Classical Foundation Report (Sam Obenshain)

- See attached report
- Jennifer Dryfoos is newest member
- Michael brought up an issue about foundation treasurer possibly having a conflict of interest. Sam will report back on the issue by next meeting.

#### Faculty and Staff Report (no rep)

Nothing to report / need a rep

#### Strategic Plan (Andrew / Danielle)

Andrew reported in reviewing the plan

- o Prioritization
- o Measuring success metrics
- o Establishing timelines – 1-3 year timeframe and we're at the 3<sup>rd</sup> year.
- o Clearly connecting strategic plan with ED outcomes (and aligning all committee's to the strategic plan)
- Next step is meeting again with Sam to discuss how to address the issues which will include PAC, PTO, faculty, ED and the committee.
- Jill would like to have the GC meetings to move forward not look back on the past and in a sense utilizing the strategic plan as an agenda.

#### Facilities Report (Lisa Marbury)

Nothing.

#### ED Outcomes (Clifford)

Clifford to request from Sam goals for the year and then setup a meeting for prior to the next meeting.

### **VI. Action Items**

#### Approval of Open Meetings Act Resolution

Motion for annual approval for GC to comply with Open Meeting Act Resolution, Jill, Andrew seconded. Motion passed unanimously.

### **VII. New Business**

#### Discussion of new GC members – Alex Tavarez, GC Member

Alex is proposing to increase our GC members.

- Trying to avoid having too many new GC members start at once.
- Another issue is in the bylaws to increase the number of GC members.
  - o Can we vote to increase the GC members by 4 permanently or what is the interpretation of the bylaw regarding increasing GC members.

**VIII. Old Business**

Follow up discussion of method to make the dashboard clearer (from April 2018 meeting)

- Discussion occurred regarding the dashboard
- Possibly removing the annualized section
- Nick asked the GC members what would make the financials easier to understand
- Mike clarified that the GC is responsible for funds not going negative.
- Nick and Mike will work to clarify the columns.
- Nick, as the treasurer, is working with Mike to look at two expenses per meeting to make sure the paperwork is done correctly.

**IX. Vote to close the meeting and proceed in Executive Session**

Discussion and determination where appropriate of limited personnel matters as permitted by Section 10-15-1.H(2), NMSA (1978)

Roll call vote; Jill-yes, Danielle-yes, Alex-yes, Lisa-yes, Nick-yes, Jill-yes, Andrew-yes, Clifford-yes

**X. Vote to re-open meeting and certification that only those matters described in Agenda Items IX were discussed in Closed Session and if necessary, final action with regard to those matters will be taken in Open Session.**

- Roll call vote; Jill-yes, Danielle-yes, Alex-yes, Lisa-yes, Nick-yes, Jill-yes, Andrew-yes, Clifford-yes

**XI. Next Governing Council Meeting:** Next meeting September 18, 2018 **at 5:00 pm.**

**XII. Adjourn**

Motion to adjourn meeting at 8:54 pm; Jill, Lisa seconded. Motion passed unanimously.