

**Cottonwood Valley Charter School**  
**Governing Council Regular Meeting Minutes**  
**August 12, 2015**

1. Meeting called to order Vice President
2. Pledge of allegiance All
3. Ascertain quorum Secretary
4. Approval of agenda

Chris made a motion to move the Administrator's Report (no. 11) to no. 10, and the Committee Reports (no.10) be moved to no. 11. Mike H. 2<sup>nd</sup> the motion; all agreed.

5. Approval of July minutes

Chris moved that the minutes be approved as written; Amy 2<sup>nd</sup>; all agreed.

6. Public Forum Guest Beth Simpson

Beth Simpson, a professor at Tech who teaches grant writing, was our guest speaker. She was invited to give us some ideas on writing grants and of our raising funds for the school. She put out three names that might help us get some funding: Frost Foundation, Kellogg Foundation and possible PNM.

7. Teacher Representative Report Sherry Armijo

As school had not started yet there was nothing to report. She did mention that Kindergarten was having an orientation this evening.

8. Student Report

Students have not met this school year. Sherry did mention that the students have asked that there be room mothers who would be able to report on the status of each class.

9. Business Report Mary Cox

- A. July was a big month for payments of insurance premiums; e.g. workers comp, property and liability. All had a slight increase this year.
- B. Auditors have already started reviewing our budget records for their report in Nov. They are ahead of schedule, as they don't usually start this process till Oct.
- C. Socorro submitted payment for bid proposals on August 1st.
- D. BARS for July were:
  - 1. \$75.00 from the Irish dance group.
  - 2. \$2,477 from grant money (Walmart grant, Webb Photography, and Smith's Earn and Learn) applied for by Jared Shrack and Tommie McSherry
- E. Motion to approve Amy, Mike H., all ayes

10. Administrator's Report Kim Schaffer

- A. Six new teachers were hired for the 2015/16 school year, five full time teachers and one part time teacher.
- B. Karin Williams has been helping Kim prepare for the beginning of school.
- C. Steve Schaffer has been working on acquiring laptops for teachers who do not have one for their classroom.

11. Committee Reports

- A. Accountability/Advisory Chris. Mike H.  
 After a brief discussion it was moved and passed to approve the Student/Parent Handbook for 2015/16.  
 Amy moved to approve, Mike H. 2<sup>nd</sup>, all ayes
- B. Budget/Fundraising Adrian. Mike T.  
 None

C. Discipline/Safety Karen, Chris

None

D. Facilities Dennis

1. Kim gave a brief summation on what has transpired with San Miguel so far. They accepted our lease proposal for \$8,000.00 a month. We are to move in no later than Jan. 2016 and leave no later than Dec. 2016. Bids for construction will go out Aug. 24, approved Sept. 24, and start construction Oct. 5.

2. At the school orientation Thursday August 20, Kim will ask parents to volunteer to help move the school to San Miguel when the time comes.

E. Special Education/Gifted Amy

None

F. Technology Adrian

None

12. Correspondence and Announcements

A. New Mexico Council for Charter Schools sent a letter for renewal of dues for this school year.

B. This year's conference will be October 29, 30 and 31.

13. New Business

A. Chris proposed we add grants to our group of committees but after a brief discussion it was determined we already had that covered under fundraising.

B. First day of school prep going along fine.

14. Future Business

A. It was mentioned that we make the new building our goal for the year.

B. Adrian raised the question if he is still eligible to be on GC as he does not have children going to Cotton this year. Amy was going to look into this.

15. Next Meeting

September 9, 2015.

16. Adjourn

Moved by Amy, 2<sup>nd</sup> Karen, all