

*[Handwritten Signature]* 1/11/17

The Governing Council of Alice King Community School  
Meeting Minutes  
December 14, 2016

I. **Confirmation of Quorum**

A quorum was present with the following members in attendance: Jennifer Hathaway, Marcos Martinez, Connie Chene, Jane Knap, Tim Schroeder, Aaron Kugler

Governing Council Members absent (excused): Molly Bell, Victor Gamiz

Staff in attendance: Tonya Newton, Becky Sanchez, Rhonda Cordova, Laura Thompson, Kristi Collins

Meeting called to order at 5:42 by Aaron Kugler.

II. **Adoption of the Agenda**

A motion to adopt the agenda was made by Tim Schroder, and seconded by Jane Knap. There was no discussion and the motion passed unanimously.

III. **Approval of the Meeting Minutes from November 9, 2016**

Minutes from the November 9<sup>th</sup> meeting were presented by Jennifer Hathaway. A motion to adopt the meeting minutes was made by Jane Knap and seconded by Connie Chene. There was no discussion, and the vote was unanimous.

IV. **Public Comments**

There were no public comments.

V. **Comments from Council Members**

Tim commented on how nice the building is and sentiment was seconded by others as well. Connie commented on how much quieter this building is than the old building.

VI **Council Committee Reports**

A. **Finance, Facilities and Human Resources Committee** *Rhonda Cordova*

The finance Committee met earlier on Dec 14<sup>th</sup> to review the October and November reports as well as all journal entries for those months. The budget was reported with an operational balance of \$4,780.40. Rhonda commented that this number was solid. There were invoices for the lease and removal of the portable and asphalt. She said that although the school had an increase for the 40<sup>th</sup> day count, there was an offsetting decrease in unit value. She said now the school was waiting to see what the Puente Para Los Niños grant might bring in, but that there is still a degree of uncertainty regarding this grant. Although it is a Federal grant, the state has a say as to who it goes to and there are a lot of changes at the PED right now.

It was decided to discuss **New Business Item A: Budget issue regarding the 1905 Mountain property** at this time as it relates to the Finance and Facility Committee. Tonya explained that construction had been pushed back, and the school had to stay in 1905 Mountain property longer than hoped. After the property had been vacated, the property manager informed the school that the portable need to be removed, along with the playground and wood chips, as well as the fencing and curbing. APS removed the portable, and we were quoted \$6,000 but the invoice cost more than \$17,000. Tonya is working to see if she can get that reduced. The majority of that cost was utilities and cutting pillars. Hart construction removed the fencing and other items, as well as patched the asphalt and Tonya does not know the cost of that yet. The final bill for the 1905 Mountain property for November was \$18,232. Rhonda then explained further that for November the school only received half of the lease reimbursement, resulting in a loss of \$40,000. This was due mostly to the refusal of Jim Long to sign a waiver for adequacy standards, even though the school was not in the building. Rhonda stated that there was to be a \$60 cut in the unit value at the state level, as well as a percent taken from carry over. She said the carry over percentage would be assessed to the 2015 fiscal year which was bad for AKCS as the school had a large carry over that year in anticipation of the move, and that the state is looking at a \$500,000,000 deficit for the current year. She said if a school doesn't have cash to pay the carry over charge, the state would take it out of disbursements. Tonya stated that the school is already looking at ways to tighten the budget such as reducing hours for staff to save an EA salary, and other contingency plans.

Tonya spoke about the Foundation meeting which occurred on December 13<sup>th</sup>. The Foundation would like to have a State of school address, as a joint venture of the Foundation and the Governing Council. This event will be Saturday Jan 14<sup>th</sup> at 10 AM and would probably consist of coffee and doughnuts. It would be an opportunity for the Foundation and the Governing Council to talk to parents and explain the Strategic Plan, and state what we have accomplished and where we want to go in the future. The school is asking the Foundation to get a donation letter out ASAP so donations can be counted in the 2016 year for donors.

#### BARS

There were three bars for approval.

BAR ending 0012-I to increase operational balance by \$23,826

BAR ending 0013-I to increase instruction materials by \$3,819

BAR 0014-T to transfer within Reads to Lead from support services to instruction materials for \$6,500.

A motion was made by Marcos Martinez, and seconded Tim Schroeder to approve all BARS as presented. The vote passed unanimously.

#### **B. Nominating and Council Professional Development Committee, Connie Chene, Chair**

Connie discussed that many Governing Council members had completed their required hours,

and there was discussion that the remaining hours should be completed using the free trainings if at all possible. Rhonda will start emailing the Governing Council as a group regarding upcoming free trainings.

**C. Policy Committee, Jennifer Jane Marshall Hathaway, Chair**

i. Jennifer reported that the policy committee had been unable to meet the prior month, and there would just be the second readings.

ii. Second Reading and adoption of Policy Manual Changes to:

Section II(C), to add the words "gender identification" A motion was made by Aaron Kugler, and seconded by Tim Schroeder to adopt this change as red. The vote was unanimous

III(F)(1), Adding the words or the Alice King Community School Foundation to the end of the sentence.

There was a discussion to make sure our language matched the language in the Foundation bylaws regarding who is a member of the foundation. Additional language was added, and a new first reading was done. The section now reads:

"A Member may not serve simultaneously on the Council and as a member of the Administration, Faculty, or Staff of the school, or Director, Officer, employee or agents of the Alice King Community School Foundation."

This revised section was read as a first reading, and second reading will be presented at the next regular meeting.

IV(B)(2)(viii) To change the section to read: "Attends all Council meetings in an advisory role."

There was some discussion as to whether the requirement of the Head Administrator's report should be stated as a policy here. After some discussion it was decided to leave the revision as read, and the Policy Committee would take another look at the policy manual as a whole to see if such language was appropriate policy, or if it would be better placed in the Head Administrator's contract.

A motion was made by Tim Schroeder and seconded by Marcos Martinez to adopt the policy change as read. The vote was unanimous.

iii. Additional discussion of Draft Media Policy

As the Policy Committee did not meet there was no update on the draft media policy. An effort will be made to procure media policies from other schools to compare to our draft before the January meeting.

**VII. New Business**

A. Discussion of budget issues regarding the 1905 Mountain Property. This item was discussed during the Finance and Facility Committee Report.

B. Discussion regarding Strategic Planning Sessions

There was a discussion about when to start the process of revising the Strategic Plan. Tim said

that although the plan was not that old, it should be updated because we have accomplished so much of it already. In order to update the Plan the Governing Council would need to find a 3 hour block of time to go through the current plan and decide what needs to be updated. There was a discussion as to whether we could do this before the State of the School Meeting on January 14<sup>th</sup>. Marcos suggested that it may behoove us to spend a few months in the new building to see how things settle, as well as to wait to see what happens with the legislature. A consensus was reached to share with the parents/public in January where we are at with the current Strategic Plan and show what we have accomplished. Tim will put together a presentation on this for the State of the School event.

#### **VIII. Reports and Miscellaneous**

##### **A. Head Administrator's Report, *Tonya Newton, Head Administrator***

Tonya presented the Head Administrator's report. Highlights included:

The school is still accepting 7<sup>th</sup> graders, but that all other grades are closed. The school's enrollment is 407 students.

There are still a few noise issues, but working on things like weather stripping for the doors between classrooms. One parent has donated some noise reducing items for their child's classroom and they are waiting to see how they work.

Two trailer loads of furniture from APS surplus was acquired this week, thanks to help from staff and parents. These items were in excellent condition and free to the school, and included 40 computer desks for the second computer labs, as well as many bookcases and storage cabinets.

The school spelling bee took place December 14<sup>th</sup>, with Leo Dettweiler taking first and Jay Worthen taking second place. The District Charter school bee will be held at AKCS on January 17<sup>th</sup> where 8-9 other schools will compete with two students from each school.

##### **B. AKCS Foundation Report, *Carlos Rey Romero, Foundation Board President***

No report was given

#### **IX. Adjournment**

Motion to adjourn was made at 6:49 pm by Tim Schroeder and seconded by Marcos Martinez. The vote was unanimous.