

 2/8/17

The Governing Council of Alice King Community School  
Meeting Minutes  
January 11, 2017

**I. Confirmation of Quorum**

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

Governing Council Members absent (excused): Tim Schroeder

Staff in attendance: Tonya Newton, Rhonda Cordova, Kristi Collins

Meeting called to order at 5:45 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 December 14, 2016**

Minutes from the December 14, 2016 meeting were presented by Jennifer Hathaway. A motion to amend the minutes to include the correct date in section III was made by Marcos Martinez and seconded by Molly Bell, the vote was unanimous. There was a motion to approve the amended minutes by Connie Chene and seconded by Jane Knap. There was no further discussion, and the vote was unanimous.

**IV. Public Comments**

There were no public comments.

**V. Comments from Council Members**

There were no comments from Council Members.

**VI Council Committee Reports**

**A. Finance, Facilities and Human Resources Committee** *Marcos Martinez*

Marcos reported that the Finance Committee had meet earlier today to review the budget and there would be three BARS. He then turned the floor over to Rhonda Cordova for further explanation.

Rhonda stated that we have an operational budget of \$182,606.99 as of January 11, 2017, although the date was incorrect on the sheets passed out. There was an income of \$189,106.00 from the final unit value given by the state. Although there was a decrease in the per student allotment, there was an increase for the growth of both the 6<sup>th</sup> and 7<sup>th</sup> grades, as well as the 40 day count increase. The administration, especially Kristi Collins had worked very hard to enroll as many students as they could before the 40 day count, and that effort was very important to the growth money.

There was a discussion about whether the administration would open 8<sup>th</sup> grade for the lottery this next year, or only enroll the current 7<sup>th</sup> grade class as 8<sup>th</sup> graders next year. With enrolling new 8<sup>th</sup> graders it may change the dynamic established already. The result would be a smaller than projected growth for the 2017-2018 year, and then a larger growth in the 2018-2019 school year. There was also a discussion of how the growth of the school might affect the letter grade from the state. The past year the school had focused on improving the results for the lowest quartile students through reading intervention and extra EAs. Tonya and Kristi mentioned that the proficiency levels keep rising, so although individual students may have made great progress, if they do not reach the proficiency level it is not reflected in the schools score.

A few other clarifications on the budget were made. It was noted that rent for November for the 1901 Mountain Road location has been paid, and the school has no further obligation to Jim Long. However, payments still needed to be made to the company that moved the portable, although Tonya was still negotiating with the company to lower that bill, as they quoted a much lower price than the final bill of \$17,000. Additionally, HART construction has not billed for the refurbishing of the parking lot and other work done at 1901 Mountain Rd. However, the total outstanding encumbrances were thought to be about \$30,000. The school is also still waiting to hear about the Puente Para Los Niños grant, and Rhonda said that we usually hear around mid-January.

There were three BARS for approval.

BAR ending in 0015-I to increase operational budget by \$189,106.00, the growth money for this year. A motion to accept this BAR was made by Marcos Martinez and seconded by Victor Gamiz. The vote was unanimous.

BAR ending in 0016-IB to establish initial budget of \$10,678 for transportation for bussing money from state. This is money from the state that the school then pays to APS for the bus and driver. It was explained that we pay for the bus by mile, and there is hope to expand to a second bus next year. A motion to accept this BAR was made by Marcos Martinez and seconded by Connie Chene. The vote was unanimous.

BAR ending in 0017-I to increase activities budget by \$10,286. All money has been earmarked for specific purposes. A motion to accept this BAR was made by Marcos Martinez and seconded by Molly Bell. The vote was unanimous.

Rhonda then stated that that the HB33 money, which can be used after July 1 to pay for the lease, is on a six year cycle. She went on to say that the foundation may want to start setting aside a surplus in case HB33 is not renewed after six years. After July 1 the ~\$160,000 currently coming out of the operational budget for lease and maintenance can be paid for out of HB 33 freeing up some money for other expenses. Furthermore, because of the structure of our lease, the school may want to increase payments to the foundation to insure that we use all the lease reimbursement money from the state.

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

Connie reported that she had called NM charter office, to check where we are for training. They said they were putting spring semester trainings together, and that there will be online trainings available. Connie will continue to inform the Council of upcoming trainings both from the NM charter school Coalition, as well as free training from the PED.

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

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

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

III(F)(1): 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."

Molly Bell moved to approve the change as read, and it was seconded by Marcos Martinez. The vote was unanimous.

iii. Additional discussion of Draft Media Policy.

Jennifer reported that she had contacted Montessori on the Rio Grande regarding their media policy, and Bonnie Dodge had replied that they too were working on a Media Policy and had none to share at this time. Tonya had contacted someone at the Moriarty school district regarding their policy and was waiting for a reply. It was suggested that the Policy committee contact PAPA, and Rhonda will pass on the contact information. It was also suggested to look at Rio Rancho Public Schools' media policy, as that school district is well run.

Tonya took this opportunity to discuss the possibility of media coverage of the school in the new building, as a reporter from channel 7 news had been at the school in connection with some outreach PNM had done at the school. The reporter was interested in doing a story on how the school used different instructional methods. The Council thought the publicity would be good for the school, but stressed that Tonya should verify the intent of the reporter before allowing the story to progress.

**D. STEM Committee Report: *Victor Gamiz, Chair***

Victor reported that over the holiday break the attempt to connect with the La Luz Academy had to be postponed as they were visited by Senator Heinrich. Victor will continue to follow up in Jan with La Luz Academy at Air Force research lab. Kristi reiterated that the school was very interested in utilizing their services especially in the upper grades and finding out how the teachers could integrate the program with their science curriculum.

**VII. New Business**

**A. State of the School Address**

The State of the School event, a joint event with the Foundation, has been moved from January 14, as there was concern that people would be out of town over the long holiday weekend. The new date is Jan 28<sup>th</sup>, and the plan is to have the event at 10 am with coffee and donuts in the upstairs commons room. Tonya asked that Tim present the 5-year strategic plan and that Rhonda be available to discuss the budget. The Foundation also wanted to present the roles of both the Foundation and the Governing Council. Connie suggested that having some sort of student performance would attract more parents to the meeting. Tonya and Kristi will talk with Aaron Geiskopf, the music teacher to see if he can put together a performance. It was also suggested that the middle school students perform the Irish Step Dance they had performed in December.

#### **B. Ratification of adoption of resolution.**

Charlotte Harrington, the school attorney, brought to our attention that the amended agenda from the November 9, 2016 meeting was never posted on the webpage, although it had been posted on the school door. In order to ensure that we were in compliance with the open meeting act, a ratification of the adopted resolution from that meeting was made.

Jane Knap made the following motion. "I move that Council ratify its actions taken at the regular meeting on November 9, 2016 including the calling of said meeting and the actions taken by a majority of the Council including the adoption of the RESOLUTION DETERMINING THE NECESSITY FOR ACQUIRING BUILDINGS OR OTHER REAL PROPERTY THROUGH A LEASE-PURCHASE ARRANGEMENT; DETERMINING THE ESTIMATED COST OF THE BUILDINGS OR OTHER REAL PROPERTY NEEDED; APPROVING A SUMMARY OF THE TERMS OF THE PROPOSED LEASE-PURCHASE ARRANGEMENT; IDENTIFYING THE SOURCE OF FUNDS FOR THE LEASE-PURCHASE PAYMENTS; AUTHORIZING REIMBURSEMENT FOR COSTS RELATING TO ARCHITECT EXPENSES, SURVEYING EXPENSES, LICENSED PROFESSIONAL EXPENSES AND OTHER MATTERS RELATED THERETO, and the actions of the School administration in furtherance of the Council's original approval." Connie Chene seconded the motion. There was no further discussion, and a roll call vote was conducted. The vote was as follows

Jane Knap – Aye; Victor Gamiz – Aye; Aaron Kugler – Aye; Marcos Martinez – Aye; Molly Bell – Aye; Jennifer Hathaway – Aye; Connie Chene – Aye. There were no opposed, and no one abstained.

The need for the agendas to be posted on the website fostered a discussion on the state of the website. Tonya and Kristi spoke on how they are currently working with Amanda Tapia, the technology coordinator for the school on making sure the page was current. Aaron noted that the page was not mobile friendly on an ipad, but was somewhat friendly on a cell phone. Tonya and Kristi are looking into having someone redo the entire webpage, hopefully before the lottery for the next school year opens February 1. Kristi also mentioned that the Open House for prospective students would be February 16, 2017.

### **VIII. Old Business**

#### **A. Discussion of budget issues**

As this topic was discussed during the Finance Committee report, there was no additional discussion at this time.

## **IX. Reports and Miscellaneous**

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

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

There are 409 students enrolled.

The final walk through with HART is to take place next week to review any "punch list" items. Playground were installed over winter break, and are being enjoyed by the students.

The second computer lab is complete, which will allow for technology pullouts to happen even when other students are undergoing testing. Students will also be using chrome books this year for standardized testing as well as second computer lab.

The administration is meeting with companies to get quotes for vinyl signage for lottery to be hung along the freeway as well as one for the school, and for permanent school signage. Tonya stated that she needs to coordinate with Foundation regarding some of signs.

The district Charter Spelling Bee will be held at AKCS on January 17, 2017, and Leo Dettweiler will be representing AKCS.

The PTA will hold a campus beatification on February 4, the event being delayed from last weekend due to the weather.

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

No report was given

## **IX. Adjournment**

Motion to adjourn was made at 7:10 pm by Victor Gamiz and seconded by Marcos Martinez.

The vote was unanimous.