

The Governing Council of Alice King Community School

DRAFT Meeting Minutes

September 14, 2016

I. Confirmation of Quorum

A quorum was present with the following Governing Council members in attendance: Aaron Kugler, Molly Bell, Jennifer Hathaway, Tim Schroeder, Connie Chene, Jane Knap. Aaron Kugler called the meeting to order at 5:34 pm.

Governing Council members absent (excused): Marcos Martinez, Victor Gamiz

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

II. Amendments to the Agenda

Motion by Tim Schroeder to defer new business item 7B: Discussion of an updated strategic plan to October's meeting. Second by Jane Knap. Vote unanimous.

III. Adoption of Amended Agenda

Motion by Tim Schroeder to adopt the amended agenda, second by Jennifer Hathaway, vote unanimous.

IV. Amendments to the August 17, 2016 Meeting Minutes

Motion by Molly Bell to amend the September 14, 2016 meeting minutes in the following ways:

- Add Becky Sanchez and Tara Bishop to the list of staff in attendance.
- In section V.D., remove the words, "regarding Student Family Handbooks."
- Add the following to the First Readings sections of the Policy Committee report: "Pg. 27 Section VII D 1 – Remove the 2nd & 4th sentences as they are opinion".

Second by Tim Schroeder, vote unanimous.

V. Adoption of the Amended August 17, 2016 Meeting Minutes

Motion by Tim Schroeder to adopt the amended August 17, 2016 meeting minutes. Second by Connie Chene, vote unanimous.

VI. Comments from Council Members

Our annual meeting, which usually takes place in September, will be moved to October this year and that meeting also has a date change to October 5.

VII. Council Committee Reports

A. Finance, Facilities and Human Resources Committee, Rhonda Cordova, Business Manager

We have not received a lease agreement from the AKCS Foundation so the budget numbers are not final. Tonya has agreed to follow up with Josh Allison at the next AKCS Foundation meeting to express our urgency in getting the lease.

Motion by Tim Schroeder to approve the following BARs, second by Jennifer Hathaway, all BARs pass:

- BAR 001-116-1617-0009-I
- BAR 001-116-1617-00010-T

- B. **Nominating and Council Professional Development Committee, Connie Chene, Chair**
Governing Council "Governing Body Responsibilities and OMA 101" training will be offered by Cooperative Educational Services on September 22. This training will fulfill 4 hours of training.

On October 27 & 28, the Coalition of Charter Schools offers its annual conference, which can fulfill all 5 hours of required training for council members.

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

Discussion points The following points are being brought up for discussion. The full language can be viewed in the accompanying version of the policy manual and are highlighted in yellow.

- Pg 32 section x A 1 ii a Right now it appears that anyone can talk to the media if the HA or designee cannot be found. Is this what we want, or do we want a no comment if HA or designee are not available.
Do we want to change language to state anyone talking to media must follow?
- Pg 32 section X A 1 ii c Is the PTA under our purview in any way?
- Pg 32 section X A 2 iv What do we think of this section? Is it being too paranoid?

First readings: There are six first readings for consideration. The changes are summarized here. The full changes can be viewed in the accompanying version of the policy manual and are highlighted in green.

- Pg 27 Section VII C—Replace "telephone" with "electronic communication."
Remove words "and the lack of public transportation"
- Pg 29 Section VIII H—Add the following language to the blank header.
"Curriculum development shall be the responsibility of the Head Administrator, in consultation with the Faculty."
- Pg 32 Section X A 1—Remove first two sentences. This has been tabled for a future meeting.
- Pg 33 Section X A 2 v—Remove the words "or unsure of" - This has been tabled for a future meeting.
- Pg 33 Section B 1 i—Change "is not" to "shall not be." Remove "applicable" End sentence after "law." Remove rest of paragraph. Add section B 1 i a. Any exception shall be done by resolution of the Council.
- Pg 34. Section B 1 ii—Change "is" to "may be." Section B 1 iii add the words "in person."

Second Reading: There are five second readings for consideration, which are highlighted in the accompanying version of the policy manual. The changes are summarized here:

- Pg 18 V A—Add words "in July" to designate when the handbooks will be reviewed.

Motion by Jennifer Hathaway to approve the change above. Second by Tim Schroeder. Vote unanimous.

- Pg 23 VI—A Change from "Student Handbook" to "Family Information Handbook" in this section (three instances). Add that the book will be reviewed

by the Council in August. Leave sections A and H. Remove all others in this section (VI)

Motion by Jennifer Hathaway to approve the change above. Second by Tim Schroeder. Vote unanimous.

- Pg 26 VIII A 1 and 2—Remove the words Goal and Objectives

Motion by Jennifer Hathaway to approve the change above. Second by Connie Chene. Vote unanimous.

- Pg 27 Section VII D 1 i—Remove second and fourth sentences, as they are opinion.

Motion by Jennifer Hathaway to approve the change above. Second by Connie Chene. Vote unanimous.

VIII. New Business

A. **Volunteer Training and approval of the Volunteer Pledge Agreement**, *Tonya Newton, Head Administrator.*

More details about the volunteer training can be found in the Head Administrator report below.

Motion by Tim Schroeder to approve the Volunteer Pledge Agreement, second by Jennifer Hathaway. Vote unanimous.

IX. Reports and Miscellaneous

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

Highlights from the Head Administrator's report:

- Students: 403 students are currently enrolled at AKCS. We hope to enroll more between now and the November move. Our goal is 410.
- Staff: All staff have signed in to our new evaluation system and are currently being observed by Tamara. Tamara will conduct the first round of observations and I will conduct the second round in the spring.
- Curriculum and Instruction: AKCS received a "D" for the 2015/2016 school year. A letter was sent home to families last week addressing each element of the school grade and what we will do to improve. We missed giving a student survey during the assessment, and this pulled our grade down by 5 points. Although there are other areas to work on, completing this survey would have placed Alice King at a solid C. Please see attached paperwork for the family letter. An appeal was sent to the state to dispute the letter grade, but there has been no news of the appeal at this time.
- Facilities:
 - Old Town:
 - Families attended Open House for students in grades K-5 on August 30. The event was well attended.
 - A volunteer training was put in place for individuals who are interested in volunteering in classrooms. At this time, 94

volunteers have attended the training since the beginning of the 2016/2017 school year.

- 8100:
 - Safety reports are excellent (no injuries)
 - Construction continues, and there are no delays at this time.
 - The additions are going up at this time.
 - A google document has been created for staff to ask questions about the upcoming move. The document has been well received and is a great way to keep communication up to date between staff, administration, and the movers.
- 8009 (annex):
 - Families attended Open House for students in grades 6th and 7th on September 6. The event was well attended and families were happy with the instruction.
 - Students at the annex will participate in a school wide science fair on September 29. We are looking for reviewers to review projects and would love to have members of the Governing Council. The event will begin at 8:30.

- Transportation: AKCS was awarded transportation through the PED. I am currently working with Lucy Vigil, the budget supervisor for Student Transportation Services at APS to finalize our transportation plan. AKCS was awarded one bus, which will pick up students at Sagebrush Church located at 6440 Coors. The bus will transport students to our new location at 8100 Mountain Rd. NE. We have room for 45 students to ride the bus.

X. Meeting Adjourned

Motion to adjourn meeting by Connie Chene at 7:33 pm, second by Jennifer Hathaway, vote unanimous.

Molly T. Bell
AKCS Governing Council Secretary

