



Cottonwood Classical Preparatory School Governing Council Meeting – Special Meeting
Tuesday, July 27, 2021
Video Conference via Google Meet
5:00 pm- 7:30 pm

AGENDA

5:00 I. Call to Order, Confirmation of Quorum, Roll Call

5:02 II. Approval of Minutes from June 15, 2021

5:05 III. Public Comments

GC policy is to make available 3-5 minutes of public comment per person at the beginning of each meeting. Once this portion of the meeting has ended, the GC will generally not entertain public comments for the remainder of the meeting.

5:15 IV. Standing and Ad hoc Committee Reports

Policy Review, Susan LaBarge
VOTE on the following policies:
Substance Abuse Policy
Device Policy
GoGuardian Policy

5:30 V. Executive Director Report, John Binnert

6:55 VI. Next Governing Council Meeting: July 19, 2021

7:00 XII. Adjourn

Cottonwood Classical Preparatory School - 7801 Jefferson St, NE, Albuquerque, NM 87109

The governing board makes its decisions based on all laws, regulations, and policies keeping the educational welfare of the students at the forefront of all decision making.



Cottonwood Classical Preparatory School's Mission:

To develop skillful, knowledgeable, compassionate, balanced, and internationally-minded lifelong learners who are inspired to improve themselves and shape a more peaceful world.

To provide a publicly-funded, inclusive, and rigorous education whereby the skills of inquiry, critical thinking, clear communication, independence, responsibility and open-mindedness are fostered through the use of the International Baccalaureate curriculum and utilizing Paideia methodologies.

To develop students and graduate scholars who are prepared to thrive in colleges and universities of the world and to become exemplary leaders in their regional, national, and global communities.

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**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, June 15, 2021
Virtual Meeting**

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

5:07 pm start time.

Quorum established – voting members present were Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Non-voting members present were Curtis Holloway, John Binnert, and Liz Titus.

II. Approval of Minutes: May 18, 2021

Motion to approve meeting minutes for May 18, 2021, by Wes, seconded. Approved with no updates. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

III. Public Comments – (GC policy is to make available 3-5 minutes of public comment per person at the beginning of each meeting. Once this portion of the meeting has ended, the GC will generally not entertain public comments for the remainder of the meeting)

- No public comments given and no guests were noted

IV. Standing and Ad hoc Committee Reports

Finance (Wes Burghardt)

- Wes noted that the Finance Committee met 6/7/21 and reviewed each of the reports noted in the packet: "Dashboard 1" "Dashboard 2", "Revenue Report", "Expenditure Report", "Check Register", "Outstanding Checks", "Bank Reconciliation", and the May 2021 Bank Statement. Wes noted the disbursement listing was reviewed during the finance committee, and questions were asked by members. While the committee doesn't approve the disbursements, they do ask questions and at times ask for support for items reviewed.
- Ending the year in a really strong cash position. Approx \$2 million in cash.
- Wes noted that checks which go uncashed for 12 months are recorded as cash receipts and moved back into budget, though every attempt is made to contact the vendors who didn't cash the checks.
- Wes noted both BARS noted in the packet were sent through to PED by John and Michael given the authority we voted on last month for them to do so. Due to that, the GC will not need to vote on the BARS.



Policy Review (Susan LaBarge)

- John noted the experimental animal policy came about from an insurance visit and some recommendations from the inspector.
- A question was asked about the Assessment Policy and how student involvement in assessment comes into play. John clarified that student evaluations of faculty, and their internal assessments of IB rubrics are examples of student involvement.
- **Action:** Motion that the GC approve the following policies: Academic Dishonesty Policy, Assessment Policy, Language Policy, Inclusive Educations Policy, Non-experimental Animals, by Susan, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

Strategic Planning (Andrew Bundy)

- No questions

Academics (Rathi Casey)

- No questions

ED Outcomes (Connor Brashar)

- No questions

Facilities (Rathi Casey)

- No questions

V. Executive Director's Report (John Binnert)

- John noted the school gets a 4 week break from having to report cases of Covid due to summer
- John noted CCPS is one of ten schools in the State that will be able to evaluate their own schools in accordance to the new CLR rubric being developed.
- Half day on-site with a CLR professional for all staff in January of the coming year.
- Anti-racism and Diversity statements are upcoming projects CCPS will need help from the GC in drafting and approving. John noted the development of these statements will affect policies that are currently in place and require them to be updated.
- John noted all of the portables coming this summer are from another charter school in town since APS called several of theirs back from our agreement. Delays are possible for the portables, however, due to concrete issues.
- Similarly, the shade structure may not be in place at the time of school starting due to delays in construction supplies.
- John noted both of the projects seeing delays above are very likely to affect timelines and costs for Phase 1.
- John expects guidelines from PED on masks, social distancing, volunteers, materials sharing, etc, to be coming soon to plan for reopening.
- Third recovery act fund allocation for APS was over 150 million. An application process for CCPS to get access to some of this money should be ready in a few days by APS.
- Community interest in reopening from a survey indicated 95% want to be in-person.
- A question was asked about graduation rates dropping from 2019, but John noted given extended timelines for what counts as graduating in a given year, CCPS should be ok. Additionally, some students who left CCPS and then didn't graduate are still hitting the school's numbers.



VI. New Business

- Vote on Committee Chairs for 2021-2022 School Year
 - o Finance and Audit Committee – Wes Burghardt
 - o Facilities – Rathi Casey
 - o Academic – Yuri Morales Sanchez
 - o ED Outcomes – Jill van Nortwick
 - o Strategic Planning – Andrew Bundy
 - o Policies – Susan Labarge
 - o **Action:** Motion to approve the Committee Chair slate by Susan, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

- Vote on GC Candidate Emily Wilson
 - o Wes noted how Emily's skills, experience, and enthusiasm make her a great fit for the GC.

 - o **Action:** Motion to approve Emily Wilson as a GC member by Wes, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

VII. Stakeholder Reports

Foundation Report (Curtis Holloway)

- No questions

PAC Report (Louis Papponi)

- No questions

PTO Report (Liz Titus)

- No questions

Faculty Report (Peter Lukes)

No questions

Student Rep Report (Andrew Foster)

- No questions

VIII. Unfinished Business

- Discussion and vote on the GC's strategic intent on student enrollment
 - o John reiterated the intent of the sub-grant being discussed. Approx \$1,300 per student of grant funding would be available. The letter of intent being asked for approval of the GC would be an indication of intent to grow enrollment over the next few years.
 - o John noted we could seek an interim enrollment cap increase from APS, but the path to obtaining this is unclear at this point.
 - o PED noted the GC could approve the letter and then seek the approval from APS to increase the enrollment cap.



- Much discussion was had about class size/ratios, and John noted that the growth in enrollment over the last year or two (and next year) isn't that enrollment is being boosted in some grades by accepting more lottery students, it's that the higher grades are retaining students when that didn't use to be the case. Ideally, John would like to see an even 120-125 students per grade. If that were to take place, that would mean a student population of about 840-875 students.
- **Action:** Motion to state that it is the intention of the GC to expand CCPS's enrollment beyond the current cap of 800 students to take advantage of Phase 1 of our new building and the growing desire of Albuquerque students to attend CCPS and to meet the increased retention of upper level students by Andrew, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

IX. Board Development

- N/A

- X.** Vote to close the meeting and proceed in Executive Session
Discussion and determination where appropriate of Administrative Deliberations as permitted by Section 10, Article 15, NMSA (1978) – **Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None**

- XI.** Vote to re-open meeting and certification that only those matters described in Agenda Item IX were discussed in Closed Session and if necessary, final action with regard to those matters will be taken in Open Session. - **Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None**

- **Action:** After extensive research on salaries of heads of schools with comparable student numbers and after two years of performance by John Binnert achieving the outcome goals presented and monitored by the committee, the ED Outcomes Committee moves to provide a new 2 year contract, with a review at the end of the first year, with John Binnert for a salary of \$120,000, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

XII. Next Governing Council Meeting: July 19, 2021.

XIII. Adjourn

Vote to adjourn meeting at 7:00 pm by Wes, seconded. Votes For: Jill van Nortwick, Rahni Kellum, Susan Labarge, Andrew Bundy, Yuriria Morales, Wes Burghardt, and Rathi Casey. Votes Against: None

Controlled Substances and Alcohol on School Property or at School-Sponsored Activities

The possession, use, and/or distribution of alcohol or illegal substances or the use of controlled substances on the Cottonwood Classical Preparatory School campus, or at any school-sponsored activity or event, is strictly forbidden. CCPS shall address incidents involving alcohol or illegal substances, or the use of controlled substances, with disciplinary action to ensure school safety and security, potential referral to legal authorities, and possible referral for assessment and/or treatment for the individual and family. CCPS views substance abuse prevention and also rehabilitation / recovery from a restorative practice perspective.

Prevention

There are several measures that are taken to support the prevention of the use of controlled substances and alcohol on campus. For instance, our schoolwide health class and substance abuse prevention presentations provide accurate, scientific information about the important effect of different substances on the body. Our advisory classes are focused on helping students develop social interaction and decision-making skills that prepare them not only for college but for life after college as well. School counseling is also focused on supporting students in the development of SEL interpersonal effectiveness skills and distress tolerance skills. Our teachers will provide opportunities for students to talk and share their own experiences, interact, question, and make sense of information gathered for creating a Safe Zones community. An important part of our whole-school approach encourages positive relationships and good physical health to reduce negative emotional vulnerability.

Use and Detection

Cottonwood Classical Preparatory School recognizes that the misuse of drugs / alcohol / edibles or vaping pens containing controlled substances by any student seriously impedes that student's education and threatens the welfare of the entire school community. We are committed to the prevention of drug abuse and the rehabilitation of drug users by educational means, but will take necessary and appropriate steps to protect the school community from harm and from exposure to drugs (narcotics, depressants, stimulants, hallucinogens, anabolic steroids...etc).

"Drugs" may also mean alcoholic beverages, controlled or other banned substances, anabolic steroids, or any chemical or chemical compound that releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes.

CCPS prohibits the use, possession, and/or distribution of any drug or alcohol on school premises, at any event away from the school premises that is sponsored by the school, and on any transportation vehicle provided by the school. Students suspected of being under the influence of drugs or alcohol will be identified and reported in accordance with law. A student, who uses, possesses, distributes, or is found to be under the influence of a drug, on or off school

premises will be subject to discipline, which will be graded to the severity of the offense and shall include suspension, expulsion and/or exclusion from school activities. The student may be reported to appropriate law enforcement personnel.

Any student suspected of involvement with drugs and/or alcohol will check-in with the school nurse, and the parents will be notified to come pick the student up from the school. Suspected drug related edibles such as cookies containing THC will also be tested to see if there is indeed THC in the edibles. Vaping detectors can also be used to detect the occurrence of vaping inside the school building.

Consequences of being under the influence or possession of drugs / alcohol / edibles or vaping pens containing controlled substances:

Any student who is under the influence or in possession of drugs / alcohol / edibles or vaping pens containing controlled substances in school or at a school function will be subject to the following at the discretion of the administrator in charge of addressing the infraction:

1st Offense -

- (1) Parent/Guardian meeting with administration.
- (2) Review IEP and conduct MDT for special education students.
- (3) A three day out-of-school suspension and a 9-week exclusion from extracurricular activities. Additional or alternative consequences such as AES may be assigned according to IEP at the discretion of the administrator.
- (4) Police may be notified.
- (5) Mandatory follow-up with the school counselor upon return to school to seek advice on the types of programs or resources that can be used to prevent a recurrence of the infraction.

2nd Offense -

- (1) Parent/Guardian meeting with administration.
- (2) Review IEP and conduct MDT for special education students.
- (3) Five day out-of-school suspension and exclusion from participation in extracurricular activities for the remainder of the school year. Additional consequences such as AES may be assigned according to IEP at the discretion of the administrator.
- (4) Police may be notified.
- (5) Mandatory follow-up with the school counselor upon return to school to seek advice on additional types of programs or resources that can be used to prevent a recurrence of the infraction.

3rd Offense - Parent/Guardian meeting with administration.

- (1) Expulsion from the school. Student will serve out-of-school suspension and will not be able to participate in extracurricular activities prior to expulsion.
- (2) Police may be notified.

NOTE: Exclusion from extracurricular activities will carry over, if necessary, to the following school year. A student's exclusion from participation in extracurricular activities include all sports, student clubs, or organizations, musical groups, dances, class activities, proms, trips and possibly graduation.

Distribution

A student found to have distributed controlled substances in violation of law will be reported to the Executive Director and Assistant Director, the counselor, and appropriate law enforcement officer(s), and is subject to discipline in accordance with the school policy and the law.

Consequences for Distribution

- (1) Parent/Guardian meeting with administration
- (2) Review IEP and conduct MDT for special education students.
- (3) Expulsion from the school is the default consequence, with alternative, but serious, consequences considered based on IEP and the administrator's discretion. Student will serve out-of-school suspension and will not be able to participate in extracurricular activities prior to expulsion.
- (4) Police will be notified.

Seeking Support for Recovery / Rehabilitation

Voluntary Student Request for assistance whenever a student voluntarily seeks help for a substance abuse or alcohol use pattern through a staff member, the staff member shall:

- Reinforce the student's actions by expressing approval of a decision to seek help and indicate concern for the student.
- Indicate at the beginning of the conference that what is told to the counselor which relates to the request for assistance shall be kept confidential and consistent with the law.
- Offer help to the student through the counselor.
- If the student is reluctant to go to the counselor alone, the staff member shall offer to go with the student to the counselor and attend the initial conference with the individual and the counselor.
- In the case in which the student goes to the counselor to seek assistance, turn in a controlled substance, and provide information to the school about the source of the

controlled substance (whether it was obtained on-campus and off-campus), no consequences will be assigned to the student seeking support this way.



1:1 Device Details & Recommendations

Cottonwood Classical Preparatory Schools is moving to a 1:1 model for student devices in the ~~2020-21~~ 2021-22 school year and beyond. Please consult the details and recommendations below, and let us know if you have specific questions.

Grades 6 & 7: CCPS will provide a Chromebook for use for all students, and it can be picked up in early August (details to follow). We are asking students to use our device, as it is managed with 6th & 7th grade students' needs in mind.

~~Grades 8-12: CCPS is asking families to provide a device to each student for use in the coming school year. The device should fit the criteria listed below. If you cannot afford a device that meets the listed criteria, or cannot acquire the device prior to August 4th, 2020, we will make a Chromebook available to you.~~

If you would like for your student to bring a personal device to school instead of using a school issued laptop, you must first receive the school's approval in doing so. The basic specifications required for a personal device that any student will need for bringing to school is listed below.

The device should:

- Be available exclusively to the student for at least six (6) hours per school day
- Include a headphone jack
- Include a USB-A or USB-C drive that you can use YOUR USB storage device with
 - USB-A is the more common, rectangular-shaped I/O, but USB-C is okay if you have a compatible portable storage device
- Meet one of the following hardware specifications:
 - Chromebook with 4 GB of RAM (or higher)
 - Processor really does not matter much when it comes to Chromebooks
 - [Good Place to Start with Shopping Chromebooks](#)
 - Windows or Mac laptop with:
 - Core i3, i5, or i7 (Intel) or AMD Ryzen 3000 or 4000 series
 - 8 GB of RAM (or higher)
 - Note: For Windows devices, buying from the [Microsoft store online](#) or looking for “signature edition” devices will ensure they do not have extra “bloatware” installed on them.
 - Tablet (iPad, Pixel Slate, or similar) with Keyboard

While a smart phone can be great for checking assignment details and basic communication, it will not suffice to serve as the core device for CCPS assignments.

Chromebook Use

Device Purpose

CCPS is supplying students with a Chromebook device. This device is a property of CCPS. The supplied device will provide each student access to educational materials needed for each student to be successful. The Chromebook allows

student access to Schoology, Google Apps for Education, educational web-based tools, as well as many other useful sites. The supplied device is an educational tool not intended for gaming, social networking or high-end computing. CCPS can and will monitor all communication on this device.

1. RECEIVING YOUR CHROMEBOOK: School Owned/Issued Chromebooks

Chromebooks will be distributed at the beginning of each school each year to CCPS students. Parents/Guardians and students MUST agree to the Handbook, which includes Chromebook terms of use, before the Chromebook can be issued to their child. This Chromebook Policy outlines the procedures and policies for student use and for students and families to protect the Chromebook investment for CCPS. For 6th grade students, they will each receive a Chromebook and keep it until 10th grade or until they disenroll during or before 10th grade. For 7th to 12th grade students, chromebooks may be collected at the end of each school year and students will be reissued a Chromebook every year while they are still enrolled. In 10th grade, students will be given the opportunity to purchase a Chromebook.

2. RETURNING YOUR CHROMEBOOK:

- Students leaving CCPS must return Chromebooks to the CCPS Information Technology Department on or before their last, full school day.
- Any Chromebook not returned at the end of the year or when the student is no longer enrolled will be considered stolen property and law enforcement agencies will be notified. We will withhold their academic records from the educational institution that the student is transferring to.
- Chromebooks will be examined for damage and fees may be issued if damage is found to be beyond normal wear and tear.

3. TAKING CARE OF YOUR CHROMEBOOK:

Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken, or fail to work properly, must be submitted to the Information Technology Office as soon as possible so that they can be taken care of properly. *Do not take CCPS-owned Chromebooks to an outside computer service for any type of repairs or maintenance.*

3a: General Guidelines

- CCPS recommends the purchase of a soft sleeve for transporting the Chromebook in a backpack.
- No food or drink is allowed next to your Chromebook while it is in use.
- Cords, cables, and removable storage devices must be inserted carefully into the Chromebook.
- Never transport your Chromebook with the power cord plugged in.
- Never store your Chromebook in your carry case or backpack while plugged in.
- *Students should never carry their Chromebooks while the screen is open.*

- Chromebooks must remain free of any writing, drawing, or stickers.
- Vents CANNOT be covered.
- Chromebooks should never be left in a car or any unsupervised area.
- Students are responsible for bringing completely charged Chromebooks for use each school day.

3b: Carrying Chromebooks

- Transport Chromebooks with care. Carry in a backpack with a soft sleeve around the Chromebook.
- Chromebook lids should always be closed and tightly secured when moving.
- Never move a Chromebook by lifting from the screen (support it from its bottom).
- Always carry your Chromebook in two hands.
- Case use is required when transporting the Chromebook to and from classroom to classroom.

3c: Screen Care

Chromebook screens can be easily damaged! The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean or put pressure on the top of the Chromebook when it is closed.
- Do not store the Chromebook with the screen in the open position.
- Do not place anything near the Chromebook that could put pressure on the screen.
- Do not place anything in a carrying case or backpack that will press against the cover.
- Do not poke the screen with anything that will mark or scratch the screen surface.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks).
- Do not place the device near magnets or anything with high electric current.
- Clean the screen with a soft, dry microfiber cloth or anti-static cloth.

Be cautious when using any cleaning solvents; some individuals may have allergic reactions to chemicals in cleaning solvents and some solvents can even damage the screen. Try to always use water dampened towel or a highly diluted solvent. Contact the school technology department for any other cleaning methods.

4. USING

Chromebooks are intended for use at school each and every day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars and schedules may be accessed using the Chromebook. Students must be responsible to bring their Chromebook to all classes, unless specifically advised not to do so by their class teacher, whereupon they must keep the Chromebook in their backpacks.

4a: Chromebooks Left at Home

If students leave their Chromebook at home, they will be allowed to phone their parent/guardian to bring it to school. This should occur before the school day starts or at Brunch time to reduce distractions during the school day. If unable to contact parents or guardians to bring the device to school, the student can request a Chromebook loaner from their first period teacher who will notify the IT Office. Loaners are on an as available basis and are not guaranteed. Repeat violations of this policy would result in disciplinary action.

4b: Chromebooks Needing Repair

Chromebooks needing repair will need to be assessed by the IT department. They will fill out a form online in regards to the repair needed. Students can request a status update from the System Administrator on when they should anticipate their repair to be completed. Students and families should never attempt to fix a broken Chromebook nor should they have anyone else attempt to fix their Chromebook. Loaner Chromebooks may be issued to students when their Chromebook is being repaired. Loaner Chromebooks will not be taken home. Students using loaner Chromebooks will be responsible for any damages incurred while in their possession. Students will be required to reimburse CCPS if a loaner Chromebook is lost or stolen. The replacement cost of a loaner is the same as the standard CCPS-issued Chromebook.

4c: Charging your Chromebook

- Chromebooks must be brought to school each day fully charged.
- Students need to charge their Chromebooks each evening.

4d: Passwords and Background Images

- Take care to protect your password. Do not share your password.
- Inappropriate media may not be used as a screensaver or background.

Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols, pictures or anything else deemed inappropriate by CCPS staff will result in disciplinary actions.

4e: Audio Restrictions

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. Headphones should be used at the discretion of the teacher and each student is responsible.

4f: Printing from your Chromebook

In an effort to honor our environmental stewardship focus and save on printing costs from paper to ink, CCPS is encouraging digital transfer of information by sharing and email information, papers, etc. However, there may be instances where teachers may require students to provide physical copies of their work for submission.

4g: Account Access

- Students will only be able to login using their *@cottonwoodclassical.org email account.
- Account login information can be supplied to students by the IT Office.

5. MANAGING and SAVING YOUR DIGITAL WORK WITH A CHROMEBOOK

Google Apps for Education is a suite of products which includes Gmail, Calendar, Sites, word processing, presentations, drawings, spreadsheets, forms, etc. that lets students create different kinds of online documents, collaborate in real time with other people, and store documents, as well as other files, in the cloud. With a wireless Internet connection, you can access your documents and files from any Chromebook, anywhere, at any time, no matter where you are. All items will be stored online in the Google Cloud environment. Prior to leaving CCPS, or graduating, students that want to save any work need to use Google Takeout to transfer any work to a personal Gmail account. Please follow instructions.

6. OPERATING SYSTEM ON YOUR CHROMEBOOK

Chromebooks run a modified version of the Chrome browser. It connects to web resources, apps and extensions provided on the Internet. It does not run Windows application software or Mac application software.

6a: Updating your Chromebook

When a Chromebook starts up, it updates itself automatically, so it has the most recent version of the Chrome operating system without you having to do a thing. No need for time-consuming installs, updates, or re-imaging.

6b: Virus Protections and Additional Software

- With defense-in-depth technology, the Chromebook is built with layers of protection against malware and security attacks.
- Files are stored in the cloud, so there's no need to worry about lost homework.

6c: Procedures for restoring your Chromebook

If your Chromebook needs technical support for the operating system then it needs to be submitted to the CCPS IT support staff.

7. Wifi Access

To request support with broadband internet, a link to a form that can be submitted electronically will be provided.

CCPS Student Internet Use Policy Statement, re: GoGuardian

The purposes of implementing a cloud-based online monitoring extension service such as GoGuardian while students are logged into their CCPS Google accounts are listed below.

1. Help protect students against harmful and inappropriate online material as required by the Children's Internet Protection Act.
2. Help students focus when learning online.
3. Help assess students' progress towards assignments.
4. Help support communication between teachers and students.
5. Help support engagement and attendance of students.

For grades 6 to 12, a monitoring software extension such as GoGuardian will be used during class time and off-hour activities by the teacher. Under the discretion of the teacher, the teacher could use GoGuardian as a communication tool to clarify questions that students have on assessments such as tests and projects and also for demonstration purposes. Parents will also have access to the GoGuardian Parent Portal so that they can monitor the websites their students access online through the GoGuardian filter.

Whenever using a school issued laptop or device, students will be expected to be signed into their CCPS Google account. Teachers will note if they make a class active and will be employing GoGuardian. For reasons valid to the school when under review, if a student chooses to use a personal device instead of a school issued laptop, the personal device must be compatible with GoGuardian, and GoGuardian should be able to be used when needed by the teacher. If the personal device consistently has issues with this, then a school device will be issued and will need to be used. Having said that, the use of the personal device must be approved by the school for reasons valid to the school before a student can use a personal device in school.

To help protect student privacy at CCPS, a monitoring software extension such as GoGuardian complies with FERPA, COPPA, CIPA, is a proud signatory of the [Student Privacy Pledge](#), and has been awarded certifications by [iKeepSafe](#). For more detailed information about a monitoring software extension such as GoGuardian, you may visit GoGuardian's [website](#), [Trust & Privacy Center](#), and GoGuardian's [Product Privacy Policy](#). Below is information about FERPA, COPPA, and CIPA and how they protect the privacy rights of students at CCPS.

Family Educational Rights and Privacy Act (FERPA)

FERPA is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds from the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.

Children's Online Privacy Protection Act (COPPA)

COPPA was designed to protect children under age 13 while accounting for the dynamic nature of the Internet. The Rule applies to operators of commercial websites and online services (including mobile apps) directed to children under 13 that collect, use, or disclose personal information from children, and operators of general audience websites or online services with actual knowledge that they are collecting, using, or disclosing personal information from children under 13.

Children's Internet Protection Act (CIPA)

CIPA was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet.

It is the goal of CCPS to make sure that whatever online monitoring service they use that it complies with the standards set forth by the Federal regulations above.



Report to the Governing Council
John Binnert
July 2021

Updates by ED Outcomes

● **Culture**

- Looking Ahead to 2021-22
 - Enrollment update (as of 7/20)
 - 6th: 126 +2
 - 7th: 128 +1
 - 8th: 129 +1
 - 9th: 125 +1
 - 10th: 115 +1
 - 11th: 112 +1
 - 12th: 78
 - OVERALL: 813 + 7 = 820
 - Facilities Updates
 - Portables & Site Plan Improvement
 - Phase 1

● **IB Focus**

- Overall DP Results, Class of 2021
 - 24/27 (roughly 89%) students successfully earned the Diploma
 - High Score of Diploma earners: 40 (2 students)
 - Mean Score of Diploma earners: 32.7
 - Median Score of Diploma earners: 33

● **Diversity & Inclusion**

- 11 staff members completed CLR training in June. One of them was hand-picked by the event organizers to attend a "level 2" training in July
- Need to work on Diversity Statement, as well as Anti-Racism statement (PED mandate, details coming soon)
- Nice "starter" meeting on 7/19 regarding hiring diverse teaching candidates

● **Operations, State/Local Relations**

- PED toolkit update & reopening plan
 - April version of the toolkit (most recent available): [HERE](#)
 - CCPS COVID Response plan and handbook: [HERE](#)
- ESSER III Application
 - DRAFT application, for feedback: [HERE](#)
 - Still working to reconcile ESSER II encumbrances, and may look to amend the ESSER II application with APS as we submit our ESSER III application

- Per requirements of the application and funding,
 - 20% of the funds will be used to research-based learning loss interventions and practices
 - We will post the application to our website, once submitted
 - We will share our updated reopening plan with the community of stakeholders and collect feedback, once the NMPED toolkit is updated and our plan as well.