



**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, September 15, 2020
Virtual Meeting**

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

5:02 pm start time.

Quorum established – voting members present were Jill van Nortwick, Andrew Bundy, Wes Burghardt (left at 7:15), Rahni Kellum, Rathi Casey, Connor Brashar, and Susan Labarge. Non-voting members present were John Binnert, Louis Papponi, Peter Lukes, Liz Titus, Ray Wang, and Michael Vigil.

II. Approval of Minutes: August 18, 2020

Motion to approve meeting minutes for August 18, 2020, by Andrew. Approved unanimously with updates noted by Andrew. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Rathi Casey, Connor Brashar, and Susan Labarge. 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)

- Monica Carrick commented that for those parents who choose to keep their children remote no matter any decision made by CCPS, that social interaction is considered for their students as well as in-person students.
- Matt Merhege noted that he hopes any decision made isn't made through the entire school year.
- Attendees numbers for the virtual meeting hit a high of 84

IV. Standing and Ad hoc Committee Reports

Finance (Wes Burghardt)

- Wes noted that the Finance Committee met 9/8/20 and reviewed CCPS's bank statements and accounts for the prior period with zero irregularities noted.
- Expenses are more than typical for this time of year, but this is expected given Covid. Still in a great cash position.
- New Special Capital Outlay funds will go to parking lot project.
- **Action:** Motion to approve listed BARs, by Wes, seconded.
 - o BAR 001-769-2021-001-I
 - o BAR 001-769-2021-002-I
 - o BAR 001-769-2021-003-IB
- Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Rahni Kellum, Rathi Casey, Connor Brashar, and Susan Labarge. Votes Against: None



Facilities (Update given by John Binnert)

- No questions

Policy Review (Susan LaBarge)

- No questions

Strategic Planning (Andrew Bundy)

- No questions

ED Outcomes (Connor Brashar)

- No Update

V. New Business

- Master Phase 1 Preliminary Timeline
 - o Visual update on this coming next month from John
 - o Meetings taking place in the next couple of weeks with lenders and CCPS Foundation to determine funding/timing for Phase 1.

VI. Executive Director's Report (John Binnert)

- John will be working with newly elected Student Council how to get a student member on the GC.
- PED/Governor still hasn't given timelines for middle school/high school re-entry. Therefore, any vote on re-entry tonight would be contingent on that guidance being given. A safety plan checklist for middle/high school also has not been drafted for schools to use in preparing for reopening.
- Some PPE is being promised by the state, but timeline for delivery hasn't been given.
- The requirement for students remaining in cohorts is difficult in middle/high school settings, but PED hasn't solidified potential changes to that requirement that exists for elementary school currently.
- CCPS HVAC filters aren't rated for the MERV 13 requirement listed for elementary schools. Estimated delivery on these filters is currently December, although it is possible within a month or so they could be acquired from out-of-state. Additionally, they are very expensive and CCPS still awaiting potential funding for them through the FEMA application.
- Classes were evaluated for size by our Architects, and there isn't a way to fit 50 percent of students in the school no matter how the data is sliced.
- Jennifer Dennison, CCPS nurse, discussed the lack of guidance from PED/DOH on what is to be done in the event students/staff begin presenting Covid symptoms or test positive for it.
- She did note that recently PED came out with Covid toolkit on guidance for closures based on positive cases, but it is situational. Restricting cohorts and teacher movement is the only way to reduce the likelihood that the entire school would need to be shut down for 14 days if a positive case occurred.



- Results of positive tests by staff or students would need to be self-reported, as HIPPA requirements indicate the person cannot be required to supply test results. Results will eventually be received by DOH, but would potentially create a lag.
 - Policies would need to be developed on how sick leave/PTO would need to be used given various scenarios of travel and testing.
 - The requirements that indicate students or staff would need to be sent home and asked to get testing for Covid include things as basic as a runny nose. Jennifer noted this becomes problematic for absences and finding substitutes.
 - Liability coverage for the school related to Covid is uncertain at this time, expecting to hear more in early October or November. While individual teachers and admins are supposedly covered, without the full support of NMPSIA the GC and School could be held liable in the instance of legal action against the school if any number of federal or state guidance and/or mandates are inadvertently overlooked.
 - John and other staff from CCPS discussed the results and analysis of an extensive survey completed by students, parents, and CCPS staff in order to inform the GC on a broad range of items related to remote schooling and the potential for reopening.
- **Action:** Motion to have CCPS continue the 2020-21 school year in a remote-only format, through the end of the first semester and revisited at the December meeting of the Governing Council by Andrew, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Rahni Kellum, Rathi Casey, Connor Brashar, and Susan Labarge. Votes Against: None

VII. Stakeholder Reports

PTO Report (Liz Titus)

No questions

Foundation Report (Ray Wang)

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Faculty Report (Peter Lukes)

No questions

PAC Report (Louis Papponi)

- No questions

VIII. Unfinished Business

- N/A



- IX.** 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) –
- X.** 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. –
- XI. Next Governing Council Meeting: October 20, 2020**
- XII. Adjourn**
Motion to adjourn meeting at 7:29 pm by Andrew, seconded. Votes For: Jill van Nortwick,
Andrew Bundy, Rahni Kellum, Rathi Casey, Connor Brashar, and Susan Labarge. Votes
Against: None