



**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, November 16, 2021
Virtual Meeting/CCPS Cafeteria**

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

5:05 pm start time.

Quorum established – voting members present were Jill van Nortwick, Andrew Bundy, Rahni Kellum, Emily Wilson, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Non-voting members present were Curtis Holloway, Joy Van Meter, Louis Papponi, John Binnert, Grace Wei, Mike Vigil, and Liz Titus.

II. Approval of Minutes: October 19, 2021

Motion to approve meeting minutes for October 19, 2021, by Susan, seconded. Approved with no updates. Votes For: Jill van Nortwick, Andrew Bundy, Rahni Kellum, Emily Wilson, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None

III. Congratulations and Announcements

IV. 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)

- GC members and Lynn Bar recognized Michael Vigil for his many years of dedication and service to CCPS. Congratulations on your retirement, Michael, you will be missed!
- Virtual guest attendees included:
 - o Michael Vigil
 - o Carisa Petrie
 - o Jennifer Dennison
 - o Ray Wang
 - o Lynn Bar
 - o Rebecca Martinez
 - o Alejandro Torres

V. Standing and Ad hoc Committee Reports

Finance Committee (Wes Burghardt)

- Wes noted that the Finance Committee met 11/8/21 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 October 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.

- Backlog revenues have come in to the tune of about \$200K, still in a great cash position.
- There are some negative funds, but we have BARs this evening to true those up.
- Several questions were asked about specific disbursement in the past month, which John and Mike explained.
- Mike noted one BAR was for rapid Covid testing services to be performed at the school. John asked Jennier Dennison to comment on the program, and she noted the "Test to Stay" program became required instead of having voluntary testing. Specific guidance is still forthcoming, but generally this will allow for rapid antigen testing of non-vaccinated individuals to allow them to stay in school when they test negative instead of having to quarantine for 10 days. John noted that while the cost of testing will be covered by the BAR, it may not cover the extra man-hours required to administer the program. One-third of the award is given up front, whereas the rest of the award requires the school to produce invoices to recoup funds.

- **Action:** Motion to approve the 12 BARs listed by Wes, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Rahni Kellum, Emily Wilson, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None
 - o BAR 001-769-2122-0009-IB
 - o BAR 001-769-2122-0010-IB
 - o BAR 001-769-2122-0011-I
 - o BAR 001-769-2122-0012-I
 - o BAR 001-769-2122-0013-I
 - o BAR 001-769-2122-0014-IB
 - o BAR 001-769-2122-0015-D
 - o BAR 001-769-2122-0016-D
 - o BAR 001-769-2122-0017-D
 - o BAR 001-769-2122-0018-I
 - o BAR 001-769-2122-0019-T
 - o BAR 001-769-2122-0020-T

Policy Review (Susan LaBarge)

- John noted the Black Education Act required updates to several existing policies, as well as required staff training that will take place in January.
-
- **Action:** Motion to approve the updates to the Non-Discrimination Policy, Discipline Matrix, Dress Code Policy, and ED Evaluation and Outcomes Timeline Policy by the Policy Committee. Votes For: Jill van Nortwick, Andrew Bundy, Rahni Kellum, Emily Wilson, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None

Academics (Yuiria Morales)

- No questions



ED Outcomes (Jill van Nortwick)

- No questions

Equity Council (Rhani Kellum)

- No questions

Strategic Planning (Andrew Bundy)

- No Questions

Facilities (Rathi Casey)

- No questions

VI. Executive Director's Report (John Binnert)

- John noted the final City inspection should be complete in the next week or so, which would allow the portables to be used after Thanksgiving break.
- The GC expressed gratitude to John for the progress on the Phase 1 activities, lots of positive movement in the last month.
- John discussed the importance of providing additional compensation to teachers for the two items noted in his report, and GC members expressed lots of support for this idea.
- Action plan will be presented next month on the IB Self-Study.
- The number of positive Covid cases in November has increased to 7.
- It was noted there was an incident in late October that exposed a couple of DEI gaps in the school. This included that there are not currently any black teachers at the school, and that not all affinity groups have a safe space on campus to go with problems.

VII. Stakeholder Reports

PTO Report (Liz Titus)

- A question was asked if "experiential" donations would be accepted, as opposed to just items. Liz thought this would be welcomed. It was also mentioned there could be some coordination between PTO/Foundation when it comes to scheduling events and trying to space them out.

PAC Report (Louis Papponi)

- No questions

Faculty Report (Joy Van Meter)

- No questions

Foundation Report (Curtis Holloway)

- No questions

Student Rep Report (Grace Wei)

- No questions

VIII. New Business

- o GC will need to ensure the ED Outcomes Committee gets staffed due to Jill's departure.



IX. Unfinished Business

- GC Diversity Statement
- Year of Literacy – Statement from Academics Committee

X. Board Development

- Reminder to GC members to complete training hours

XI. Next Governing Council Meeting: December 21, 2021.

XII. Adjourn

Roll call vote to adjourn the meeting at 6:52. Votes For: Jill van Nortwick, Andrew Bundy, Rahni Kellum, Emily Wilson, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None