



**Cottonwood Classical Preparatory School  
Governing Council Meeting Minutes  
Tuesday, March 15, 2022  
Virtual Meeting/CCPS Cafeteria**

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

5:02 pm start time.

Quorum established – voting members present were: Andrew Bundy, Wes Burghardt, Yuiria Morales (joined at 5:30), Emily Wilson, Susan LaBarge (joined 5:04), Jennifer Raven, and Rathi Casey. Non-voting members present were Curtis Holloway, Louis Papponi, John Binnert, Mike Vigil, Grace Wei, and Liz Titus. Absent voting members included Rahni Kellum.

**II. Approval of Minutes: February 15, 2022**

Motion to approve meeting minutes for February 15, 2022, by Wes, seconded. Approved with no updates. Votes For: Wes Burghardt, Jennifer Raven, Emily Wilson, Andrew Bundy, 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)

- Liz Titus asked if lettering in fine arts is something that could be considered, and offered assistance wherever needed.
- Virtual guest attendees included:
  - o James Villalobos
  - o Igor Dernov
  - o Alejandro Torres

**IV. Standing and Ad hoc Committee Reports**

Finance Committee (Wes Burghardt)

- Wes noted that the Finance Committee met 3/8/22 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 February 2022 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.
- Even better cash position thanks to revenues continuing to catch up.
- Some reimbursements are still delayed, caused by short staff at the State, delays in approvals.



- We will have a cash transfer request to approve, as there was a reimbursement from last school year that was overpaid by the State.
- Considering transferring banks due to fees that Wells Fargo is charging us. Hillcrest bank charges far lower fees, and would save us money to switch.
- **Action:** Motion to approve the BARs as listed and the Cash Transfer request, by Wes, seconded. Votes For: Wes Burghardt, Jennifer Raven, Emily Wilson, Andrew Bundy, Susan LaBarge, and Rathi Casey. Votes Against: None
  - o BAR 001-769-2122-0030-I
  - o BAR 001-769-2122-0031-I
  - o BAR 001-769-2122-0032-I

#### ED Outcomes (Jennifer Raven)

- No questions, but a reminder to send any questions/comments on the survey questions to Jen.

#### Equity Council (Rahni Kellum)

- A question was asked about the additional funding noted in the committee report, and which school year it applied to. John noted it is related to the current school year.

#### Academics (Yuriria Morales)

- No questions

#### Strategic Planning (Andrew Bundy)

- No questions

#### Policy Review (Susan LaBarge)

- No questions

#### Facilities (Rathi Casey)

- No questions

## **V. Executive Director's Report (John Binnert)**

- John noted the building permit is still not in for Phase 1, so some construction may stop as they wait for it. There aren't big issues the City is asking about, but lots of small questions/comments CCPS is addressing.
- IB final report expected in the next week or two. Congratulations were given to everyone at the school, as the folks from IB performing the visit had lots of praise for the school and its staff.
- Capital outlay approved at the Legislature which provides another \$150k for roof replacement.
- John noted he will take the question given during public comments about lettering in fine arts to his admin team.
- With regard to the school calendars being presented, John noted the ELTP calendar has 188 school days and 200 contract school days for teachers and is the standard type calendar the school has had lately. The K-12+ calendar was created to take advantage of reducing some of the instructional days without having any loss of funds, per anticipated guidance.



- **Action:** Motion to approve both the traditional School Calendar (ELTP) as well as the Conditional K-12+ Calendar, by Susan, seconded. Votes For: Wes Burghardt, Yuiria Morales, Jennifer Raven, Emily Wilson, Andrew Bundy, Susan LaBarge, and Rathi Casey. Votes Against: None

## VI. Stakeholder Reports

### PTO Report (Liz Titus)

- No questions

### Student Rep Report (Grace Wei)

- No questions

### PAC Report (Louis Papponi)

- Louis noted some concerns have come up about traffic safety from parents from the latest PAC meeting. This includes potential need for signing/lighting due to the possibility the school could be in a designated “school zone”. John is looking to address this concern through the Facilities Masterplan Committee, the Architects, and Chris Rigali.

### Foundation Report (Curtis Holloway)

- No questions

### Faculty Report (Joy Van Meter)

- No questions

## VII. New Business

- Website – GC Page
  - o It was noted with the website redesign, it would be good to add some additional information like GC email addresses or a GC bulletin board to highlight key things we might want the community to know about.

## VIII. Unfinished Business

- GC Diversity Statement
- Year of Literacy – Statement from Academics Committee
  - o Committee looking at areas of Literacy that are important to CCPS before drafting a statement.

## IX. Board Development

- Reminder to GC members to complete training hours
- Looking for new Board members to take on Strategic Planning and Secretary positions



**X. Next Governing Council Meeting: April 19, 2022.**

**XI. Adjourn**

Roll call vote to adjourn the meeting at 5:51. Votes For: Wes Burghardt, Yuiria Morales, Jennifer Raven, Emily Wilson, Andrew Bundy, Susan LaBarge, and Rathi Casey. Votes Against: None