



**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, February 16, 2021
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, Connor Brashar (joined at 5:16), Rahni Kellum (joined 5:06), Rathi Casey, Susan Labarge (joined at 5:17), and Yuiria Morales. Non-voting members present were John Binnert, Louis Papponi, Peter Lukes, Liz Titus, Andrew Foster.

II. Approval of Minutes: January 19, 2021

Motion to approve meeting minutes for January 19, 2021, by Wes, seconded. Approved with no updates. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Yuiria Morales, 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
- The following virtual attendees were noted:
 - o Arian Roefs
 - o Noelle Wilds
 - o Robert Reynolds
 - o Annette Kaare-Rasmussen

IV. Standing and Ad hoc Committee Reports

Finance (Wes Burghardt)

- Wes noted that the Finance Committee met 2/8/21 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 January 2021 Bank Statement.
- Lease assistance money has finally started to come in, as well as growth funds.
- Wes noted the money that was fraudulently removed (discussed last month) was returned by the bank.
- John noted he may ask for a special GC meeting to approve BARs related to the grant for computers and growth funds.
- Wes walked through possible financing options for additional debt carve-out for Phase 1 of the Facilities Master Plan.



- Much discussion was had around possible risks for CCPS to take on the additional debt. Particularly, discussion was had around how our lease assistance is calculated and how things like property taxes and mill levies could affect future funds. Wes and John noted the conservative estimates used to derive the proposed debt financing increase in order to minimize the risks.
- John walked through prior budget estimates for various levels of Phase 1 construction to remind GC members of funds needed to build that space.
- **Action:** Motion to approve a maximum additional \$6,750,000 in total debt financing with a total debt payment, inclusive of existing debt service, not to exceed \$1,346,000 annually, for the purpose of completing phase 1 construction by Wes, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Connor Brashar, Wes Burghardt, Yuiria Morales, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

Policy Review (Susan LaBarge)

- **Action:** Motion to approve COVID policy for symptomatic staff stating: “When a symptomatic staff member is sent home by Health Office Staff, the staff member will be granted additional paid leave for the number of days necessary to await results of a COVID-19 test, to be taken within one day. If the staff member refuses to get a COVID-19 test, they will be subject to a full quarantine, per the prevailing health order and PED or DOG guidance, at the expense of their own personal leave.” by Susan, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Connor Brashar, Wes Burghardt, Yuiria Morales, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None

ED Outcomes (Connor Brashar)

- Discussion was had around the presented questions from the committee, as well as who all would be asked to answer them. It was noted that the CCPS community at large is being asked to complete a lot of surveys, hence why ED Outcomes is asking for chairs of stakeholder groups to complete the questionnaire as opposed to entire groups.

Academics (Rathi Casey)

- No questions

Facilities (Rathi Casey)

- No questions

Strategic Planning (Andrew Bundy)

- No report this month

V. Executive Director’s Report (John Binnert)

- John noted that only a couple of weeks into the application period for next year, a record is already being set for 9th grade applications. 6th grade is trailing a little, but it is early.
- There was a “pilot” small group of students allowed on campus last week to test protocols for social distancing, hallway usage, etc. Went very well.
- March 1st, plan is to begin allowing 6th grade students whose parents aren’t home during the school day to be on campus 4 days per week. Discussion was had amongst the GC on considerations for prioritizing students on campus.



- John discussed the beginning activities for the Data Wise exercise, and how important it is to use the proper language/terms in self-surveys. However, John noted specifically on ethnicity labels that these come from the State, and aren't modifiable.
- John noted that as the requirements are worded currently, CCPS's hybrid in-person learning option wouldn't qualify students for NMAA eligibility. This could change, but if CCPS is ultimately excluded when/if new requirements are given, John will gather stakeholders to lobby for additional changes.
- John noted there has been updated guidance from CDC on reopening in K-8 schools, but PED has yet to respond.
- There is a bill at the legislature currently (Senate Bill 40) that will require all schools to add 10 calendar days to instruction next school year. The proposed calendar includes these extra days at is expected to pass. If this doesn't pass, John may want to bring some changes back to the GC to approve.
- John noted the extra funds CCPS would receive from these required days is actually in excess of the extra compensation required for teachers. Would allow extra funds for after-school programs and professional development.
- **Action:** Motion to adopt the 2021-2022 Calendar assuming Senate Bill 40 passes, by Susan, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Connor Brashar, Wes Burghardt, Rahni Kellum, Yuiria Morales, Susan Labarge, and Rathi Casey. Votes Against: None

VI. New Business

- N/A

VII. Stakeholder Reports

Foundation Report (Ray Wang)

- No questions

PAC Report (Louis Papponi)

- No questions

PTO Report (Liz Titus)

- No report this month

Faculty Report (Peter Lukes)

No report this month

Student Rep Report (Andrew Foster)

- No report this month

VIII. Unfinished Business

- N/A



IX. Board Development

- Rathi discussed the need to bring on more GC members to help offset some of the large groups that would roll-off at similar times.
- Jill noted some competency gaps will exist as soon as next year, and asked members to consider this when thinking of potential members.

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)

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.

XII. Next Governing Council Meeting: March 16, 2021

XIII. Adjourn

Motion to adjourn meeting at 6:45 pm by Andrew, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Connor Brashar, Yuiria Morales, Wes Burghardt, Rahni Kellum, Susan Labarge, and Rathi Casey. Votes Against: None