



**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, January 18, 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: Rahni Kellum, Andrew Bundy, Wes Burghardt, Yuiria Morales (joined at 5:17), Jennifer Raven, 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. Absent voting members included Emily Wilson

II. Approval of Minutes: December 21, 2021

Motion to approve meeting minutes for December 21, 2021, by Susan, seconded. Approved with minor updates (Removing Louis G from minutes vote, moving BARs up next to vote, remove 3 instance of GC member names listed as “second”). Votes For: Rahni Kellum, Wes Burghardt, Jennifer Raven, 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. Virtual guest attendees included:
 - o Ray Wang
 - o Monica Huff
 - o Arian Roefs
 - o Meghan Lowe
 - o Denise Lozoya

IV. Standing and Ad hoc Committee Reports

Finance Committee (Wes Burghardt)

- Wes noted that the Finance Committee met 1/10/22 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 December 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.
- Cash has decreased a bit, but this is due to slow disbursements (some quite large). Overall, still a strong cash position, expecting this could catch up by February.



- Results from the Annual Audit include:
 - o 13th year in a row, CCPS received “unmodified opinion”.
 - o 2 findings from prior year were resolved.
 - o 3 findings in the current year. They were compliance-type issues, nothing that affects dollars or were very serious. Zero material findings were identified. All of this years’ findings should be able to be resolved by the next audit.

Academics (Yuriria Morales)

- No questions

Strategic Planning (Andrew Bundy)

- No Questions

Policy Review (Susan LaBarge)

- A question was asked about the Discipline Policy presented in the packet, as it was missing previously voted on updates. John and Susan noted this and will make sure the changes are made.
- Additionally John noted the updates to the policies being discussed were focused on updating the language within to be more inclusive, not to change the policies themselves.
- **Action:** Motion to approve the revised Discipline Policy and Anti-Bullying Policy, by Susan, seconded. Votes For: Rahni Kellum, Jennifer Raven, Wes Burghardt, Yuriria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None
- **Action:** Motion to give John and Jennifer Dennison discretion in making decisions to not charging a staff member personal leave due to COVID-19 related circumstances that prevent them from being in the building (ie: increasing delays in testing), by Susan, seconded. Votes For: Rahni Kellum, Jennifer Raven, Wes Burghardt, Yuriria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None

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ED Outcomes (Jill van Nortwick)

- No questions

Equity Council (Rhani Kellum)

- No questions

Facilities (Rathi Casey)

- No questions

V. Executive Director’s Report (John Binnert)

- John noted on-campus Covid positive cases have crossed the threshold to put the school back into remote learning for the coming week at a minimum.
- The groundbreaking ceremony is still on as of now, but attendance will be limited and the event will be outside. This will still be streamed online so others can see the ceremony.
- John plans to get the Facilities Master Planning Committee back together in February to discuss tweaks and further plans.



- The DEI workgroup has been formed and will meet at the end of this month with the consultant group. Broad group of 6 will be doing this work.

VI. Stakeholder Reports

PAC Report (Louis Papponi)

- No questions

Faculty Report (Joy Van Meter)

- No questions

PTO Report (Liz Titus)

- No questions

Foundation Report (Curtis Holloway)

- No questions

Student Rep Report (Grace Wei)

- No questions

VII. New Business

- IB Evaluation presentation from Meghan Lowe
 - o Meghan walked the GC through the IB Evaluation action plan to address areas of improvement (and celebrate successes!). She noted they're prioritizing areas of larger impact, including actions that will address improvement in multiple areas.
 - o The next phase will be an evaluation visit Feb 23-25 (virtually). One meeting during this visit will be with GC members only, Rathi and Meghan will work to coordinate.

VIII. Unfinished Business

- GC Diversity Statement
 - o This will be moved into the ED report for future agendas.
- Year of Literacy – Statement from Academics Committee

IX. Board Development

- Renewal Applicant Training – A group of 4 will be attending the March 7th training.
- Reminder to GC members to complete training hours



X. Next Governing Council Meeting: February 15, 2022.

XI. Adjourn

Roll call vote to adjourn the meeting at 6:12. Votes For: Rahni Kellum, Jennifer Raven, Wes Burghardt, Yuiria Morales, Susan LaBarge, and Rathi Casey. Votes Against: None