

Regular Governing Council Meeting ~~DRAFT~~ minutes

Aldo Leopold Charter School

October 12, 2023

5:30 PM

Ritch Hall 410 West 10th Street/In Person or Via Zoom teleconference

Join Zoom Meeting

<https://wnmu.zoom.us/j/88217395015>

ALCS Mission: At Aldo Leopold Charter School, the human and natural environments serve as text and lab for learning through direct experience, inquiry, and stewardship.

ALCS Vision: Aldo Leopold Charter School graduates will use the skills, perspectives, and information they gain at school to enhance their own lives and to advance social, economic, and environmental sustainability.

Present - Hannah Wecks, Melissa Forst, Catalina Clausen, Rita Montenegro, Kevin Charles Peterson, Anthony Smith (Via Zoom).

- I. Convene/ Roll Call – Vice chair Jon Walker presided and convened the meeting at 5:33pm - Present: Jon Walker, Alex MacKenzie, Harry Browne, Sebastiano Marino. Not Present: Alexandra Tager, Aimee Parra.
- II. Reading of the Mission and Vision - Jon Walker.
- III. Review of September Meeting Minutes (action) - Motion to approve the September minutes: Harry. 2nd: Sebastiano. In favor: Alex, Harry, Sebastiano, and Jon.
- IV. Agenda Review (action) - Motion to approve October Agenda with item XII removed: Harry. 2nd: Sebastino. In favor: Sebastiano, Harry, Jon, and Alex.
- V. Public Comment - no members of the public are present.
- VI. Student Council Report – Kevin Charles Peterson
 - a. Reported that the second half of the backpacking trips went really well. Seniors were given time to work on college applications on their trip.

- b. Trips: the seniors are preparing to go on their NM history trip the week after fall break and 9th graders will go on a trip two weeks after.
- c. Student council is working on setting up spirit week and setting up Senior Sunrise, an experience for the seniors to watch the sunrise together and process the trip

VII. Staff Report - Catalina Clausen

- a. In YCC, the murals crew is going to be installing a Aldo Leopold centennial mural, which will be at the CP Anderson Lookout. Garden/Trails crew has been working on gardens throughout the school, and they plan to work on the greenhouse.
- b. Community interns are doing work in the conservatory of dance, starlight theater, Mint Chip creamery, et cetera.
- c. Teacher reports: 7th Grade is learning about systems of the body, working on the reproductive/digestive system. 8th Grade Language Arts learning to read and analyze novels. 8th grade social studies working on studying Indigenous Tribes of their choosing. High school art program is going very well. Some students rode on the float during WNMU Homecoming. All 10th graders and 6 11th graders will take the PSAT + NMSQT on October 25th. YRRS is a survey that will be administered on the 10/24 in the middle school, 10/26 in the high school. To be taken voluntarily by students to ascertain risk factors for drug/alcohol use, violence, sexual/physical activity, et cetera.

VIII. Committee reports: School Advisory Committee (SAC), School Health Advisory Committee (SHAC), Audit, Finance, Curriculum, Policy, Development, Risk Management, Equity Council

SAC – Sebastiano – Worked on how to set rules/judges for the art contest. Revisiting the parents survey, planning for a new parent’s night. Picnic was very well attended. Discussion about dances for middle/high schools.

SHAC – No report. Last meeting was a bit disorganized. Hannah is working on ensuring that all members know when committees are meeting and that they are run with more care. Would like chairs to create organized agendas.

Audit – Harry – Committee heard about the entire process of the audit, the findings of the previous audit, and the progress report of the current audit. Current audit going quite well, outstanding items are very small.

Finance - Did not meet.

Curriculum – Did not meet.

Policy – Meeting for 10/12 was canceled. Goal this year is to go through the staff/employee handbook and to make sure that it aligns to the school policy and to clean out obsolete information. Working through it in 25 page chunks.

Resource Development - Met 10/11, second meeting of the year. Event or gala in the spring, trying to decide about this in the next meeting. Website needs to be remade, donor list needs to live in the foundation in a database,

Risk Management - Scheduled to meet next week, but postponed due to fall break.

Equity Council – Rita Montenegro – Equity survey compiled, to be completed by students and put into a report to the stakeholders. Council working to ensure that all students have a say in the survey. Council currently has 4 outside community members, 4 in-school staff (including Rita), 6 students on the board. The committee is working to also have a parent’s survey, but that will come at a later date

IX. Strategic Plan – Melissa Frost, Hannah Wecks + Anthony Smith:

- a. Melissa – Typed up a summary of the 4.3 plan. Working to provide a comprehensive budgeting report for Experiential Ed funds to the council. Wrote a description for the finance business specialist and business manager position on 6/18 and 6/19, respectively. Working to complete an ACLS new employee checklist/packet will be completed in January. Review last year’s expenditures for trip planning for middle and high school programs to add to the budget. Set a baseline for the special education budget based on the previous year.
- b. Hannah – Goal Manager Report: Discussed substitutes, demographic numbers of Aldo as related to the demographics of the surrounding area which are favorable (Alex suggested she share the findings with the Equity Council). Discussed the schedule for the renewal application. Working to write a 3-year schedule for the facility programs. Working to help teachers gain new certifications: CPR, CDL, Suburban Trainings, and experiential ed training.
- c. Anthony – Reaching out to Drea to send a checklist of the orientation to all the GC members. Revisions of the strategic plan will be sent out November 1st, so the GC has a chance to review the plan in totality for approval. Anthony will be in Silver from 3/4 - 3/8. Meeting with all goal managers individually so that they can conceptualize their goals for the next year. Will discuss the equity goal and whether it needs to be in the strategic plan.

X. Business Manager Report – Melissa Frost

- a. As of 10/10, estimated Special Appropriation expenditure is estimated at \$521,121. Harry pointed out that two months of Summer salaries should be included. Conversation with Avery of Experiential Ed, working on creating one document so teachers can track and document their time and expenses which should be allocated to the Special Appropriation for work they are dedicating to trips and experiential ed. Possibility of Senior trip to Mexico.
- b. Discussed BARs and voting items; BAR 1 (b. on agenda) was voided, BAR 2 was amended, BAR 3 (d. on agenda) was voided. Handouts will be submitted to the record.
- c. Updated the annex donation to Santa Clara. Contractor needed to remove all utilities before moving.
- d. Reviewing bank registers.

XI. Director's Report – Hannah Wecks.

- a. Report on Strategic plan staff and GC feedback: no major staff feedback except the Special-Ed department rewrote goal 1E. Discussed with Anthony and he approved their amendments. Hannah to email GC the rewritten segment.
- b. Report on 40-day enrollment: Aldo has not lost any students since last meeting. The enrollment is 203. Discussion of overcrowded classrooms and overworked teachers and the possibility of capping classes for next year. Specifically discussed the overcrowdedness of 6th grade.
- c. Updates:
 - i. *Achievement*: Discussion of pandemic losses. Seeing overall growth socially, emotionally, and academically in achievement, despite the difficulty of COVID. Testing scores improved over last year.
 - ii. *Communication + Outreach*: Picnic well attended. Student-led conferences had about 90% attendance. Restorative practices discussions. ALDO attended Western Homecoming. Upcoming USDA school visit regarding new breakfast requirements.
 - iii. *Training*: SPED, POMS training on Human Resources laws/best practices. Renewal requires much more data, Hannah working on having it before the renewal happens.
 - iv. *Student Experiences*: Camp Thunderbird, County Fair, 2nd backpacking trip was quite successful due to new gear, new water filters.
 - v. *State Reporting*: Administrative review of the lunch program.
 - vi. *Student Learning*: High school restoration project to start after fall break
 - vii. *Facilities*: Discussed parking problems
 - viii. *Projects*: Discussed creating new teacher evaluation mechanisms

~~XII. Old Business:~~

- ~~a) GC Training from PCSNM (Wayne)~~

XIII. New business

- a. Jon and on behalf of Alexandra: reiterated desire to use some of the Special Appropriation for a risk management assessment. Hannah & Melissa agreed. Hannah will follow up with Will Tracy.

XIV. Governing Council Input - None.

XV. Action Items:

- a. Approve GC training with PCSNM - Motion to approve Alex MacKenzie, 2nd: Jon. All in favor – unanimous

PED Initiated BARs:

- b. 532-000-2324-001 (I) - 27183 NM Grown FVV (Voided)
- c. 532-000-2324002 (D) - 27107 GOB Library -\$2,020
- d. 532-000-2324-003-3 (I) - 24176 Carl D. Perkins Secondary Redistribution \$10,300

ALCS Initiated BARs:

- e. 532-000-2324-004 (IB) - 28133 YCC Fall 2023 Grant \$107,216
- f. 532-000-2324-005 (I) - 27580 FY24 Supplemental Award \$125,000
- g. 532-000-2324-006 (I) - 27107 GOB Library \$1,786 (pending verification from PED on award)

Motion to approve c, e, g: Harry Brown, 2nd: Sebastiano. All in favor – unanimous

Motion to approve f: Harry Brown, 2nd Sebastiano. All in favor - unanimous

XVI. Adjourn –at 19:55pm.

Next Regularly Scheduled Meeting Date: Thursday, November 9, 2023, at 5:30pm.

ATJg 12/14/23