

**Regular Governing Council Meeting Minutes**

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**Aldo Leopold Charter School**

**November 12, 2020 5:30pm**

**Ritch Hall 410 West 10<sup>th</sup> Street**

**Via Zoom teleconference and in person**

**Visit <https://www.aldocs.org/> for link and or phone number.**

*Jim Curt  
Aldo Leopold  
GC Secretary*

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.

Attendants: Wayne Sherwood, Harry Browne, Andrea Sanchez, Hannah Weeks, Christa Osborn, Pete Rankin, Margaret Flores-Begay, Sterling Weeks. Alexandra Tager, Jamie Crockett. AJ Sandoval and Max Higgs 5:43 pm arrival.

- I. Convene / roll call – 5:30. Meetings are being recorded and each member must identify themselves when roll call is taken. Hannah Weeks, Christa Osborn, Margaret Flores-Begay, Jamie Crockett, Alexandra Tager
  - II. Agenda Review -
  - III. Reading of the Mission and Vision – Christa Osborn
  - IV. Review of September Meeting Minutes – Margaret moved to approve September Meeting Minute, Christa 2<sup>nd</sup>, all in favor.
  - V. Public Comment - none
  - VI. Student Council Report – Sterling Weeks – Halloween candy pick up went well, purchased over 1000 pieces of candy. Student Council thanks the school for allowing them to hand out candy. During lunch on the Friday before Halloween, student council members decorated and set everything up. packaging the candy in paper bags for contactless distribution. Everyone who participated came in costume, photos of the students were posted on Facebook and Instagram. During all school advisory, the students made ghosts and told stories about the ghost that they created.  
Next project will be the planning for the Christmas parade float. This year's theme will be the classic COVID-19 Christmas, the float will include funny pictures or avatar pictures of students posted all around the float, with a beach scene background. Student council will set up a zoom for students to be there virtually and everyone will be able to participate in the Christmas Caroling, which will be entertaining to listen when the zoom lag happens.  
Christa – was there a costume contest? Sterling – no, and she was glad there was not because all the costumes were awesome, Mr. Jim McIntosh was dressed as a devil. Alexandra complimented Student Council.
- 5:43 Max Higgs and AJ Sandoval arrived at meeting.
- VII. Staff Report – Pete Rankin – referred to the pictures in the weekly update to show everyone what Middle School have been doing on their Friday outing; pictures included small groups of students working on Boston Hill. Community Orientation are working on Fridays in groups of five or fewer, only the students that volunteer, come in person, the rest of the students participate in class online. Last week CO biked to San Vicente Farms,

they are working in pods on a survival challenge scenario.

10<sup>th</sup> graders and 11<sup>th</sup> graders had presentations from different schools, such as the School for Ethics and Global Leadership Semester School in Washington DC that one of our students is attending this semester.

12<sup>th</sup> graders oversee All School Advisories, they are making the best out of the situation we are living in, and are doing a great job. \* Pete leaves meeting 5:50pm

VIII. Business Manager Report – Harry Browne – no news about state finances as of today. Amazon detail report – most of the charges are classroom supplies, few physical plant supplies, and administration supplies.

Wayne – where is the Wi-Fi extender we purchased? Harry – it is not being used, the information given to us by the student was incorrect, the family does not have internet to extend from. He is aware of about three families who need help with Wi-Fi. Jamie is surprised that only 3 families need help. Wayne is sure more families need help but have not contacted the school. Harry mentioned that there is CARES act money to help with this problem. Jamie asked how the families would know there is help there. Wayne said Cathie has called families to ask if they need help.

Check Register Report – Questions – what is Cumulus Global? Harry- a company that is reselling Google Suite licenses. Jamie asked how the lunches are going? Wayne – serving an average of 55 students, some are left over but we do not have a way of knowing how many will come each day. Harry suggested that we encourage parents to veer left so traffic can pass through. Wayne said we were working on that not being so congested during lunch time, by getting bid for sidewalks. Hannah asked why YCC and Microsoft were the description on a check to Harry. Harry – Microsoft does not take POs and the tools ordered for YCC was from a company we had never bought from and will probably not use that company again, so it is easier to pay with a personal credit card and be reimbursed, both items were just put on the same check. Alexandra – Abeyta Physical Therapy? Our contracted Physical Therapist for students. Margaret – Mountain Ridge Ace Hardware charges? Wayne – most of the charges were remodeling tools. Harry - \$1300 were for tools for working on the Ritch Hall Landscaping Project. Margaret asked if these tools are inventoried. Harry – no but would like for them to be and have a check out sheet to track the tools. his perception is that tools being misplaced is more of a problem than tools “walking away.” Wayne agreed, and now that we have more space to organize and store them it will be much easier, would like to have an easy system for checking out tools. Christa suggested marking all tools with identifiers. Alexandra – what is AQUILA? Harry – vendor of internet access points and licenses for Middle school. Alexandra – what is NMASBO -New Mexico Association of Business Officials – Harry’s trainings. What is ERB – Educational Retirement Board. What is SEG – State Equalization Guarantee – our bulk of money from Santa Fe to help school operate.

Max – Does ACE honor a loyalty program? Wayne – yes, the discounts come in the form of reward cards that are given to staff to use when purchasing ACE items. Purchase at Manzanita Ridge? Chairs for the library. Jamie – what about the costs of lunch? Harry – reimbursements are coming closer to costs than we had expected. CARES Act money is covering to-go containers. Wayne – we will need to buy forks in the near future because they are probably being thrown in the trash. Not a large expense. Harry – has a pending grant request for magnetized trash can to save forks.

IX. Committee Reports- GC Committees

SAC – Hannah – went over surveys to parents needs and concerns and broke them down to try and come up with solution to address them. Isolation and engagement issues are high ranking needs to address. Wayne – also went over Strategic Plan to include COVID-19 and being at Ritch Hall.

SHAC – AJ – went over Behavioral Risk Survey, with suicide being the biggest concern. Working on ways to address resiliency factors. Planning parent’s night event, this survey/mental health will be the main focus. Need to find speakers for the event.

Audit – AJ – met with auditors to address process, will have an exit conference tomorrow. Harry has not received any information about issues.

Finance – Hannah – had a very brief meeting, was satisfied with the fact that Harry was not concerned with finances. Harry approved quarterly reports.

Curriculum – Wayne – working on curriculum map for each subject area, a map for new teachers. And they are also working on strategic plan.

Facilities – Wayne - did not meet, but the next issue is the resent bids for the sidewalk project discussed last month. Not an urgent issue, plans for the work to be done next summer maybe.

Nominating – Jamie – nothing to report.

Policy – Bridget Johns is putting together a Reentry Plan. Also working on the Absentee Policy, required by state – we have one, but want to improve it.

Development – Jamie – a Go Fund Me will be set up for the Ella/Michael/Ella Scholarship soon. Will also investigate different fund raising efforts like smile.amazon. Max – can we get funding from Single Socks for lunch? Harry – we used to, but now no longer needed with state funding that we receive.

Risk Management - Christa – does PED have a COVID-19 exposure flowchart/response policy. Wayne explained it is more of a procedure than a policy. What PED has distributed is hard to interpret. Jim has researched several procedures and we are adopting one to follow that will meet state requirements, but be easier to read.

Christa discussed contact tracing such as testing 5% of the staff that is on campus every week: return to school guidelines: ventilation in building and plans for possible reopening.

Alexandra – is the COVID-19 procedure public? Wayne – the procedure has been given to the front office and he will ask Garrett if it is on the website. Hannah – parents need to know that they can call the school and ask what the procedure is, Alexandra – alerting parents that this procedure exists is important. Margaret – will it be an Administrator who contacts parents if there is any exposure? What about HIPAA, privacy, etc? Wayne – yes it will be Wayne or Jim the school nurse. The school has four hours to contact the Department of Health, which Wayne would do, then he and Jim would call everyone who has had potential exposure while keeping the identity of the person who tested positive private. The students who may have been exposed this week have not been at the school or on YCC, so right now we don’t need to take action. Christa – are there procedures for primary contacts vs secondary contact? Wayne – yes, PED has instructions for those procedures. The one student who may have it was not at YSS for a full week before showing symptoms. Margaret - does every person who comes to the school sign in and get temperature taken? Wayne – yes anyone who enters the school

must sign in, including WNMU staff, we're the only building on campus requiring sign in and temp check. Andrea and Cathie are keeping all that info.

Hannah asked if anyone had training on the Equity Council because it was a very good training and if we had one. Wayne said Harry had training but taking on another committee is overwhelming right now. Harry-the trainings and enthusiasm are great and inspiring. It's extremely difficult for us to implement. You the gc could make it happen if you want. There's a blanket approach that doesn't necessarily fit what our school needs. Jamie- that is the thing that we were reprimanded on at the charter renewal hearing last year. We were told that the school needs to work on reflecting the diversity of the community that we are in. I don't think that we necessarily need to have another committee to address this because I believe that our teachers are working to address diversity within the classroom, but we need to work on how we expose the school to more diverse community members.

X. **ZOOM BREAK (5 minutes) – 6:58pm**

XI. Directors Report – constant evolution of how classes happen online. Sat in on classes for a day recently. A lot of kids don't turn their cameras on so teachers are teaching to a blank screen. Older students are better about it. Teachers are trying to come up with a plan to help students be more successful, trying to help them stay engaged and online. Seniors are doing much better than the lower grade classes. Final exams are coming up for the High School, the final exam used to be 20% of their grade, but teachers will meet during inservice on the 23<sup>rd</sup> and 24<sup>th</sup> to discuss changing this. Also trying to figure out how to make exams meaningful, without students being able to look up the answers online.

COVID-19 plan after thanksgiving is to not have students coming into the building 5 to 1, only on a one on one appointment, starting Monday, November 16, 2020. Teachers and staff will not come into the school, only kids that meet outside, YCC and CO will still happen.

Middle school will no longer meet in person due to the numbers going up in the county, the priority is keeping our students and staff safe.

Max suggested using different methods to teach more one on one, or in small groups.

Margaret feels Wayne made a great call by canceling the 5 to 1 attendance at school, but agrees that attendance will be a problem so matter what you do. Do you expect backlash from that decision. Wayne – this will only effect a handful of students, one family will be effected because they rely on the lunches, but we will deliver to them.

Jamie appreciates and values the hard decision Wayne had to make.

Hannah – what other take-aways did you have from sitting in on classes for the day? Wayne – getting the kids to participate is really hard, cameras are off, they're not talking, don't know if they're trying to do the work/practice math problems on paper, etc.

XII. Old Business- none

XIII. New Business

A. Resignation of Christa Osborne – Everyone thanks Christa for her service on GC, and she will still volunteer On Risk Management

XIV. Action Items- none

XV. **Adjourn – 7:23pm. Jamie moved to adjourn, AJ second, all in favor. Next Regularly Scheduled Meeting Date: Thursday, December 10, 2020 at 5:30pm.**