

Regular Governing Council Meeting Minutes

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Aldo Leopold Charter School

September 10, 2020 5:30pm

Ritch Hall 410 West 10th Street

Via Zoom teleconference and in person

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

Handwritten notes:
Jamie Crockett
GC Secretary

Attendance – Wayne Sherwood, AJ Sandoval, Christa Osborn, Harry Browne, Hannah Wecks, Emily Aversa, Max Higgs, Margaret Begay, Jamie Crockett, Maddy Alfero, Sterling Wecks, Patricia Hurley, Patrice Mutchnick

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.

- I. Convene / roll call – 5:34 pm. Hannah Wecks, AJ Sandoval, Jamie Crockett, Margaret Begay, Christa Osborn, Max Higgs
- II. Agenda Review – Hannah would like to add a five-minute break after the Director’s report.
- III. Reading of the Mission and Vision – Read by Wayne.
- IV. Review of August Meeting Minutes – Jamie motioned to approved minutes, AJ 2nd, all in favor.
- V. Public Comment – Patricia Hurley has a concern about CO starting Friday with groups of 10 with 3 teachers, since YCC students are also on campus, she wants to be sure there will not be mingling and that the students follow the social distancing and mask wearing. Wayne assured Patricia that CO will not meet until 10:30, then they will take their lunch and hike the Big Ditch. Parents will then pick up students by 1:00.
- VI. Student Council Report – Sterling Wecks – Elections will take place for Freshman at large and re-elections for 10th grade officers who have missed more than three meetings. Thursday advisory is Student Council day which is filled with activities. A calendar has been planned for class, grade, and all school advisory. Student council has been discussing graduation, a possible Senior trip and bequeathing for this year, which the current seniors missed last spring due to COVID. They would also like to transition to a different platform – Discord; students are not satisfied with ZOOM or Google Meets. Hawk Fugagli has put together a server with security and wants to train staff on a new platform during Fall Break. Student council is teaming up with Alex Olsen and Gila Hike and Bike to have Gear Swap, Saturday, September 19th.

Margaret Begay – has there been a survey done for staff and students about new platform? Not yet but will bring it up during next All Advisory Meeting. A questionnaire indicated that people were in favor of going back to Zoom after using Google Meets, but that’s not an option.

Emily Aversa – applaud Student Council for being so involved but break out rooms and a list of things are needed; which Bart Brown has let us know Discord does not have this. Perhaps purchasing Zoom will resolve the problems

Sterling Weeks – feels that Discord has the capacity to meet all needs. but acknowledges that consensus needs to be met

VII. Staff Report – Emily Aversa – Middle school Fridays have had themes the last two weeks; the theme has been “Home” in readings, photo journals, its meanings, etc. High School - Friday will be CO’s first day out, they will hike Silva Creek. Eco Monitoring is going to hike Dragonfly trail, of course using safe practices. Curriculum is working to make the core classes doable halfway through the 9 weeks – have been scaled back. High school teachers are missing assignments and are concerned about how to resolve this problem.

Margaret – Is there deadlines for work to be turned in? Emily is not sure about the High School. But the Middle school has one on one help and support in the afternoon.

Margaret – how are teachers communicating with parents? Emily - Student lead conferences will be Sept. 24-25, as to give students time for recovery of grades. Special Ed teachers are checking in with every student every week.

Patricia Hurley – feels Mark is overwhelmed with having to call parents after a long workday.

*Emily left meeting.

VIII. Business Manager Report – Harry – Check register report – Margaret – why is there a late fee on CRS filing? During the beginning of the Covid and the move to WNMU we missed a month of filing.

Why was the cost of dish washing detergent so high? We purchase large volumes of specialty detergent (3 different detergents) for the dishwasher that was purchased with a grant last year.

Christa – what is MPS and ERB? MPS is the parent company of Bedford. Freeman and Worth – books store. ERB – Educational Retirement Board

Hannah – what is payment to Bridgette Johns? Contracted to prepare Facility Master Plan. Wayne has finished product if anyone would like to read it. Yes, please send it to us.

Budget Adjustment 3 – Cares Act money – ALCS had planned on coming back face to face in August, which would have had a need to hire a full-time custodian but was not needed. BAR is for uses of money in other areas that are needed.

All lunches for our students are now free, which hurts the school because we get paid a lower rate for the lunches than they cost. Money can be shuffled within a function without state approval.

Christa – Has ALCS investigated Microsoft Teams Software? Wayne – we have app and may be purchasing licenses. Margaret – Is enough allocated for cleaning supplies? Harry – yes, but we already have an inflated amount. Hannah – training for parents to assist what? Harry – Idea was for parents to be able to give help to students.

Suggestions made were – send out emails, attach contact list with information pertaining to them. Margaret discussed DocuSign or an app to be done on computer for signing documents. Jamie-PED does not accept DocuSign. Christa – will PED accept any electronic signatures? Hannah – will wait on that decision. Wayne and Harry – will find out for sure if PED will accept DocuSign. Received a new SEG – which is \$20,000-\$25,000 less due to only 122 students counted and should have been 175. Vehicle money in the sum of \$20,000 is available to use until June 2021. PSFA measured out classrooms' square footage, floorplan percentage went down 55% lower than projected, a loss of about \$10,000 in overall lease reimbursement. After updating employee FTE and two EAs leaving, the savings was \$25,000 total. Wayne – moving everyone to WNMU campus has also saved ALCS money because all utilities are covered in our lease.

IX. Committee Reports

- X. GC Committees – SAC – met twice this month; working on Strategic Plan, surveys to see what parents need and updating website for better communication, ongoing process of continuing to try to improve communication.
SHAC – Working on mental health passport: a big concern about being behind a computer all day, will be transitioning health passports idea to focus more on healthy habits instead of one time activities. Maddy is working on this with Health class, will be passed out to all students.
Audit – phone call – no major news, just a check in.
Finance – did not meet.
Curriculum – next meeting they will be going over Advisory Class assignments because students are now required to be in advisory, so getting a credit for it
Facilities – did not meet
Nominating – will discuss in new Business
Policy – two new policies in Action Items
Development – Outdoor classroom space; get outside challenge; fundraising challenges to get pledges to replenish the Ella Michael Ella Scholarship.
Risk Management – the risk management handbook will complete this week and will be on the website. Concern about mental health and motivating kids. Every year a list of the 10 greatest risks to students is made for focus, has really shifted from previous years because of COVID

- XI. Directors Report – Wayne – the hybrid model the PED is allowing is for pre-k – 6th grade, allowing 50% in classroom, must have Heating, Ventilation, and Air Conditioning (HVAC) system updated filters installed. Ritch Hall has windows; HVAC system will not be needed. Extended learning time has been approved and we will be getting our funding. Bridgette Johns will be compiling a report in a new format of what is required for ALCS to return to school, using a version from a school in Taos as a template. YCC, Internship and CO will be starting Friday, hopefully Middle school will begin meeting on Fridays outside. All physical meetings meet all PED requirements, outdoor classrooms only, 10/1 ratios, 6 feet distances. Middle School IEP students will be in the building.

FIVE MINUTE BREAK

- XII. Old Business

A. Update on Risk Management/ Experiential Education position with input/presentations from: Harry Browne, Wayne Sherwood, Maddie Alfero, and Patrice Mutchnick. This discussion will focus on barriers and opportunities surrounding the position.

Patrice is following through on a Risk Management position proposed six years ago. Would like to have someone responsible for all CO and Risk Management, Covid is another reason to have this position in place. Maddy laid out background, will outline to move forward. 1) Document from Michael Lindsey interviewed staff in 2016 - recommendation was to center around activities. 2) Administration of Risk Management and School Director overlooks and designates Risk Manager. There is not a written document as policy and consistent.

Patrice – Job description – fill in niches of risk management, some are fulfilled by other staff now, but she has a list of tasks pulled from evaluations and all the tasks discussed. Maddy will email both documents. Jim is now working on the 3rd document.

Patrice – what is needed to get this started? Maddy feels this person should be someone outside the staff.

Christa – Position should be drawn out as a draft framing it out well, also what timeline to get it finalized.

Maddy – beginning advertising in early February would be the latest so a new person would be active in the spring

Patrice- Question for Harry – define only 2/3 position. Harry – Position should be what it requires – 2/3 comes from what we do currently (1/3 FTE) and what would be added by hiring Maddy to develop the position, including exploring making it a full-time position.

Harry has argued that the position would be better to fill with an outside contractor who would not experience peer pressure to overlook problems in preparing for trips. If we grow more it would be easier to make position full time, but now we would have to make cuts.

Max – has concern about the name of the title. Risk Management is a discipline in and of itself, so a different title name should be considered. Additional funding may be available if title is more broad

Christa – are you open to other titles?

Patrice – “Dean of Experiential Ed” was a working title, it’s flexible. How does decision get made? The Director and Governing Council

Christa – have you used guidance from other organizations like NOLS?

Maddy – yes, we’ve borrowed from their policies and already get training from them for WFR

Jamie – when the position is clarified and Wayne is ready to begin recruiting, the GC can formerly recommend that he create and fill the position

Margaret – Thanks Patrice for educating her on position proposed and takes a lead for Risk Management and feels we should move on.

*Patrice and Maddy leave meeting.

XIII. New Business

A. Nominating committee's recommendation of new Governing Council member

Jamie – Alexandra Tager, a parent of Middle School student, is interested in being a GC member.

Has experience in non-profit and works at WNMU. Jamie is recommending her to the GC board.

Margaret- How many parents can be on the board? There is no limit.

XIV. Action Items

A. Title IX Policy – Motion to approve Christa, 2nd Margaret, all in favor

B. COVID-19 Policies – Motion to approve Max, 2nd Margaret, all in favor.

C. BAR 21-03 – Motion to approve Christa, 2nd Margaret, all in favor.

XV. **Adjourn – 7:54 pm. Motion to adjourn Jamie 1st, Margaret 2nd, all in favor Next Regularly Scheduled Meeting Date: Thursday, October 8, 2020 at 5:30pm.**