I. Call to Order, Confirmation of Quorum, and Roll Call
Meeting called to order at 6:06 pm
Quorum established – voting members present were Kyle Jones, Jill van Nortwick, Alexandria Tavarez, Lisa Marbury, Nick Williams, Darrell Garcia, and Clifford Jake. Non-voting members present were Sam Obenshain, Michael Vigil, Louis Papponi, Ken Gant, and Lisa Wallhagen.

II. Approval of Minutes: February 20, 2018
Motion to approve meeting minutes from February 20, 2018 with minor amendment; Nick, Lisa seconded; passed unanimously

III. Public Comments
No comments from the public

IV. Reports
Executive Director's Report (Sam Obenshain)
- Additional $10k earnest money has been provided to seller for land purchase.
- Purchase closing has been extended for 3 months.
- Dick Ward is working with Nuvene to come to an agreement on the investment deal.
- School Lottery will begin soon. Approximately 70-90 positions open pending final sibling count.
- Ken brought up a concern about siblings attending CCPS vs. siblings deciding not to attend CCPS given the choice. Sam stated that no data is available on this item.
- PARRC Testing will begin soon. This is part of school rating in relation to percentage of students taking the test.
- Master schedule and budget process beginning soon. Won't be able to work on budget until after budget workshop in April. New contracts being put in place through e-rate system.
- Final budget due April 25th to APS and June to PED.
- May require a special GC meeting to approve the budget
- Governor approved teacher pay increases for following fiscal year
- With increase pay comes a complex tiered pay system update

Treasurer's Report (Nick Williams) with Michael Vigil
BAR’s have been entered into the budget

Mike is checking on budgeted items that are way under budget to ensure no last-minute expenditures come in at year end and that PO commitments are accurate and correct.
Jill asked a question about financial documents not matching again. Mike clarified that all forms presented to the GC are not linked to each other and require manual entry creating the potential for errors. Mike will look at the documents to ensure they match for the next meeting.

Mike clarified that annualized vs. actual items are not all on a 1/12th basis and are based on when we draw or request the money.

PTO Report (Ken Gant)
PTO report was not submitted. No new items to report.

PAC Report (Louis Papponi)
See PAC report for information.
In relation to the PAC report, Jill requested the active shooter policy to include in the GC drive documents.

Cottonwood Classical Foundation Report (Sam Obenshain)
No new items to report due to extension on closing however another fund-raising event is in the planning stages.

CCPS Faculty and Staff Report (Lisa Wallhagen)
No new items to report

V. Committee Reports
Executive Director Outcomes Committee (Darrell Garcia)
Survey collection of information
- Clifford will administer the test
- Clifford will upload public ED outcome document
- Utilizing the same template from previous years
- 50% less surveys came back from faculty when provided more time to answer surveys.

Strategic Planning Committee (Sam Obenshain)
Have identified top 3 priorities in strategic plan. Now planning will begin to outline a plan for 3 priorities.

Facilities Committee (Lisa Marbury)
No new items to report since land purchase closing is on hold.

VI. Action Items
Approval of amendment to cash balance policy and procedure
Amendment not available yet so nothing to vote on.

Approval to increase number of board members at-large pursuant to Article II Section 2 of the CCPS Bylaws.
- the GC is allowed to increase board members at large if the GC sees fit.
Motion to approve to increase board members at large by 1, Nick, Kyle seconded.
Passed unanimously.

Approval of New Governing Council Member Andrew Bundy
Motion to approve Andrew Bundy as a voting member at large; Alex, Nick seconded.
Passed unanimously.
Approval of New Governing Council Member Danielle Silva
Motion to approve Danielle Silva. Jill; Nick Seconded. Passed unanimously.

Approval of 2017-2018 Governing Body Positions and Governing Body Members
This action item was removed because PED passed a motion in our favor and was therefore not required.

VII. New Business
none

VIII. Old Business
Cash balance policy and procedure amendment discussion
Jill has requested a clarification to some language to define an emergency. Language and voting action item will be presented at next GC meeting.

GC Policy update
Verify if safe school plan is in there. If not, Sam to provide document

Mike has asked the question about Current General Contractor contracts in NM at a training session and the training rep was not able to answer the questions. So he doesn’t believe this document or website link exists.

Mike went into detail about internal controls and segregation of duties to prevent abuse on purchasing. Mike to send Clifford updated internal controls policy.

Potential corrective action from the PEC update and discussion
This item was removed because PEC ruled in our favor

Bylaw review and update
Jill will work through this document and provide update at next meeting.

IX. Vote to close the meeting and proceed in Executive Session
A vote to close the meeting and proceed in Executive Session to discuss limited personnel matters as permitted by Section 10-15-1.H(2), NMSA (1978)
Vote: Nick, Jill seconded. Passed unanimously.
- Roll-call and vote to enter into executive session: Nick; yes, Jill; yes, Alex; yes, Kyle; yes, Clifford; yes, Darrel; yes, Lisa; yes.

A Vote to re-open meeting and certify that only those matters described in Agenda Items IX were discussed in Closed Session and if necessary, final action with regard to those matters will be taken in Open Session.
Vote and roll-call out: Nick; yes, Jill; yes, Alex; yes, Kyle; yes, Clifford; yes, Darrel; yes, Lisa; yes.
- Only items pertaining to limited personnel items were discussed. No action was taken.

X. Next Governing Council Meeting: April 17, 2018

XI. Adjourn
Motion to adjourn meeting at 8:25 pm; Alex, Lisa seconded. Passed unanimously.