

**Sky Mountain Charter School Governing Board Minutes**  
**Thursday, January 28, 2021 @ 12pm**

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**1. CALL TO ORDER** at 12:04pm by Cynthia Rachel

**2. PLEDGE OF ALLEGIANCE** led by Cynthia Rachel

**3. INTRODUCTIONS/WELCOME/ROLL CALL**

**Governing Board Member Attendees:** Desiree Cisneros, Shihching Wagner, Jennifer Radford and Lisa Musulman.

**School Administration Present:** Cynthia Rachel, Director of Communications and Development and Board President, Cortny Ray Director of Student Records and Jamie Hetrick, Intake Guidance Coordinator and Governing Board Secretary

**4. APPROVAL OF JANUARY 28, 2021 AGENDA**

Shihching moved to approve the January 28, 2021 Agenda.

Desiree seconded the motion.

Roll call was taken; approval of the January 28, 2021 Agenda passed with three in favor and one abstention.

**5. HEARING OF THE PUBLIC (NON AGENDA ITEMS)**

Members of the public may be heard on any item not on the agenda. A person addressing the Board will be limited to 3 minutes, unless the Site Administrator grants a longer period of time. Comments by members of the public on an item on the agenda will only be allowed during consideration of the item by the Board.

No one addressed the board at the time.

**6. PUBLIC HEARING ON [IEM SCHOOLS' STUDENT ADMISSION AND LOTTERY POLICY](#) (Cyndi Rachel)**

No action was required on this item during this meeting. Cynthia Rachel presented the background necessitating a lottery system for the 21/22 school year and outlined all procedures, dates, and deadlines. Cynthia also addressed questions regarding preferential enrollment for siblings of already enrolled students, students that reside in our sponsoring school district and plans to ensure that selected families are supported to turn in documentation on time.

Start Time: 12:09pm

End Time: 12:23pm

**7. 2021-22 OPEN ENROLLMENT TIMELINE**

Cynthia Rachel explained the timeline for enrollment for the 21/22 school year.

**Feb 22 - April 23** - SA signing Window

**Mar 29 - April 23** - Open enrollment window. Families do not submit enrollment paperwork, they sign up for a request for enrollment through the lottery Interest Form

**April 25** - ES marks any family without a signed SA as a planned drop

**May 7** - conduct lottery & notify families

**May 11** - families must notify the office if they accept a spot in our school or not. If not, the next student on the waitlist is notified. (2 business days after notification)

**May 21** - (10 business days after notification) deadline for lottery winners to turn in application and all materials.

**8. FUTURE AGENDA ITEMS**

Cynthia Rachel announced that the next Governing Board meeting will be held on February 25, 2021. Time TBA. Cynthia Rachel announced that there will be a budget update, policy change updates and an assessment update at the next board meeting.

**9. ADJOURN**

Cynthia Rachel adjourned the meeting at 12:28pm.