4300 Blake Rd. SW

Albuquerque, NM 87121

PHONE: 505-243-1118 FAX: 505-242-7444

Mission

RFK Charter School prepares, motivates, and supports students to achieve their college and career goals

in partnership with their families and the community.

**Governance Council Meeting Minutes**

**Thursday, August 16, 2018, 5:30 PM**

Governance Council Members present: Margie Lockwood, Sister Agnes Kaczmarek, Lidia Wendy Shanahan,Tina Garcia, Fernando Ortega

Staff- Robert Baade, Irene Sanchez, Cindy O’Niell, Linda Sanchez

Minutes by: Anne Tafoya

Sister Agnes Kaczmarek motioned to approve the agenda and Fernando Ortega seconds. Unanimously approved

Fernando Ortega motioned to approve July 19, 2018 meeting minutes and Wendy Shanahan seconds. After spelling and word correction was made - The motion passed unanimously.

**Announcements**

* ABQ Interfaith will be hosting a meeting on September 23 3:00- 5:00 at the RFK multi purpose room
	+ Both Gubernatorial candidates will be here
	+ Robert will send out a informative flyer
* School supplies donations are being accepted

**Public Comment N/A**

**Credit acquisition report-**

* A report was provided on 2018/2019 Senior’s percent of credits earned (name’s were removed to comply with confidentiality)
* Students credit tracking will be part of the Enchanced Progress Monitoring and will be part of Advisory

**Finance Committee Report- July**

SAKmotioned to approve the financial report for July 2018. TGseconds the approval of the financial report. The motion passed unanimously

**Revenues**

* + Everything is SEG and RFR
	+ Money that was spend was reimbursed through Grants
* **Available Operating Funds $ 180,000**
* **Balance Sheet matches Bank reconciliation $ 250,352.66**
	+ The amount matches
* **Cash Disbursement Approval- $339,209.60**
	+ Flooring replacement- material and labor
	+ Santago Garcia- HS campus floors were cleaned

SAK motioned to approve the cash disbursement and TO seconds. Cash disbursement report is unanimously approved.

**RFR**

* Will be submitted for August

**BAR(S)-** $140,000 was approved to be added to the agenda next meeting

**Cash on hand** –2.19 months of cash

**Student Enrollment**

* 120 day- Student count 302
* Projected enrollment 347 students

**Audit Finding**

* Only 1 finding
* Audit Committee will need to meet October 12 in the afternoon
	+ Irene will send out the time

Fraud projection through Wells Fargo will be $35 a month, it’s a service for added protection

**Election of GC officers**

* Secretary-Katy Duhigg
	+ Margie made a motion to nominate Katy Duhigg secretary of the GC. Sister Agnes Kaczmarek seconded. Unanimously approved
* Vice President – Ron Burton
	+ Margie Lockwood made a motion to nominate Ron Burton as Vice President of the GC. seconded. Unanimously approved
* President- Margie Lockwood
	+ Sister Agnes Kaczmarek made the motion to nominate Margie Lockwood for President of GC. WS seconded. Unanimously approved

**Open Meetings Act Resolution**

* Must published meetings
	+ Electronically posted on website
	+ Posted on the Marquee
	+ A yearly schedule of the meetings in posted in the ABQ journal
	+ Must post the agenda and meeting minutes 72 hours before the meeting
	+ Will only take action on items on the agenda
	+ Special meetings, closed meetings, and emergency’s can take place
	+ Must decide that the calendar dates of the monthly meetings
		- Third Thursday 5:30-7:30 of each month will remain the standard meeting date and time
		- Margie will create a schedule and get meetings on the calendars
		- May cancel a meeting if there will not be a quorum or it falls near a major Holiday.

**Review of RFK mission Statement**

* Margie asked Robert why was this charter school was started?
	+ To help students who are not well served by traditional schools
	+ Feels the mission statement aligns with Charter
	+ The mission statement will remain the way it is

**Discussion regarding use of Wells Fargo vs other local bank for RFK business**

* Review of the Pros and Cons of the services
* Is there a big monetary difference with the services?
* Can this create a community relationship?
* Possibilities of Rio Grande Credit Union, Nusenda Credit Union,
* Robert and Irene will conduct the initial research

**GC Self Evaluation Results**

* All members took the self evaluations
	+ The results were positive
	+ A few issues that need to be improved but overall everyone feels The Open Meetings Act is being followed
* Margie plans to continue with the Strategic Committee to create a plan
* The Self Evaluation form will be review by the Evaluation Committee to put in place any changes or improvements
* PED can do more RFK specific training if needed

**New GC member consideration- Lidia Muniz**

* Lidia introduced herself to the GC and gave a brief back ground on her education and career.
* Lidia Muniz works at CNM and is a good community connection.

Margie Lockwood called for a notion to nominate Lidia Muniz on the GC Board. Sister Agnes Kaczmarek made the motion to nominate Lidia to the GC Board. Tina Garcia seconded. Unanimously approved

 **Executive Directors Report- Attachment provided**

* Submitted a Grant through PBS
	+ Will bring women scientists to the school to take the students
	+ Will launch a rocket
	+ Learn different dances
	+ Folklorica dance hosted by RFK
* Portable at the middle school is about to be set
	+ Installing a basketball court
	+ Fully staffed
* Virtual Classroom
	+ Keith Sanchez will be the teacher
* DECA program has been added and will run snack bar
	+ Students will travel to competitions
		- Robert did a call out for donations of professional dress clothing for students
* Culinary program has been established and is going well
* Hired an Administrative Assistant to oversee evening school and support students during the day
* Working on outreach to bring in students to grow the current enrollment of 302 to 347
* Have been able to hire some students to work at RFK
* Robert will be attending a meeting with Jennifer Cornish about changing the grading system

Next meeting- September 20, 2018 5:30 - Anne spoke with Margie about being absent for this meeting due to attending a Wedding.

WGmoves to adjourn the meeting and SAKseconds. The motion passed unanimously. Meeting adjourned at 736pm on September 20, 2018

Robert F Kennedy Charter School

Governance Council Meeting

8/15/2018