**Governance Council Meeting Minutes**

**Thursday, June 20, 2019, 5:30 PM**

**Governance Council Members present**: Margie Lockwood, Sister Agnes Kaczmarek, and Tina Garcia

**Absent**: Ron Burton & Wendy Shanahan

**Staff**: Robert Baade, Irene Sanchez

**Guests***:* Lawrence Barela & Stacey Vigil

**Minutes by**: Tina Garcia

Tina Garcia motioned to approve June 2019 Agenda. Sister Agnes Kaczmarek seconds. Motion approved unanimously with the correction of the special meeting date to May 27, 2019.

Sister Agnes Kaczmarek motioned to approve the May 16, 2019, and the May 27, 2019, special meeting minutes and Tina Garcia seconds. The motion is unanimously approved.

* **Announcements**

Stacy Lagunas introduced herself to the GC giving a brief summary of her career and history with RFK and requested consideration to be a member of the GC. The vote is added to the July meeting agenda.

**Finance Committee Report – May 2019**

Sister Agnes moved to approve the financial report for May 2019. Tina seconds the approval of the financial report. The motion passes unanimously.

**Revenues for May 2019**

* **Available Operating Funds:**

**As of May 31, 2019 Operating Fund** $160,053.98

* **Balance sheet matches Bank reconciliation** $123,377.08

The amount matches

* **Cash Disbursement Approval**  $470,777.05

Sister Agnes moved to approve the cash disbursements for May 2019. Tina seconds the approval of the cash disbursements. The motion passed unanimously.

The disbursements included 3 payroll payments in May.

**Request for Reimbursement (RFR)**

* Have been submitted through June 15, 2019
* Reimbursements have been slow; Irene has made calls inquiring as to where the money is and can be expected. Also changes in staff at PED have been part of the delay.

**Budget Adjust Request (BAR) – None**

**Cash on hand:**  .61 ($160,053.98)

**Student Enrollment**: 356

Request for a GC member to attend 6/28 audit meeting with APS Mr. Escobedo.

Prior to the vote on Lawrence Barela as a member Margie Lockwood asked for clarification regarding his statement that he could only commit to 6 months. The term for a GC member is 2- years.

Mr. Barela explained that he was concerned that with his full time position that he would not be available for all meetings. He asked if call in would be allowed when in travel status. It was explained that call in was allowed and only would be required to stay on the call if a quorum was needed. He then agreed he could commit to the 2-year term.

Mr. Barela was asked to leave the room vote was taken and he was approved unanimously. Asked to return to the meeting and was welcomed as the new GC member.

As a new member of the GC Lawrence is required 7 hours of training to be a voting GC member.

The treasurer position has not been filled on the GC as it is not required by law.

Finance committee has need for attendance at audit.

6:20 went into closed session – Personnel Action

6:47 out of closed session

The Executive Director’s contract will be renewed subject to 6% raise and calendar updates.

**Director’s Report – See attachment**

Sister Agnes moves to adjourn the meeting Tina seconds. The motion passed unanimously.

Meeting adjourned at 7:00

Next meeting: July 18, 2019, 5:30 – 7:00 pm

Robert F. Kenned Charter School

Governance Council Meeting 6/20/2019