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Vision

*"RFK, a school where you can engage in your chosen path towards secondary education or career in an environment that prepares, motivates, and supports you in partnership with your family."*

Mission

*"This year we will improve teacher and student performance through a supportive and responsible environment."*

**Governance Council Meeting Minutes  
Wednesday, February 18, 2015 5:30pm**

**Present:** Robert Baade, Stacey Lagunas, Judy Bergs, Ron Burton, Mike Perz, Ken Lairesy, Jennifer Cornish, Catron Allred, Fernando Ortega, Margie Lockwood, Charlotte Ortega, Michelle Renteria

**Quorum established at 5:37 PM.**

**Approval of Agenda:** A motion to approve the agenda was made by Ron Burton, 2<sup>nd</sup> Fernando Ortega. There is a typo in the agenda which listed an incorrect date of 'February 2014' for the meeting whose minutes will be submitted for approval at this meeting; the correct date for this meeting and related minutes is 'January 2015'. This correction will be made. **5:40 PM:** All vote in favor, none against. The Motion to Approve the February 2015 Agenda passed unanimously.

**Approval of January 2015 Minutes:** A motion to approve the January 2015 Minutes made by Margie Lockwood, 2<sup>nd</sup> Ron. The minutes were lengthier than usual for January because of the inherent detail of the Retention Report data presentation. All information in the Finance Committee Report section was accurately presented. **5:42 PM:** All vote in favor, none against. The Motion to Approve the January 2015 Minutes passed unanimously.

**Public Comment:** Mark Tolley, the Director for Charter and Magnet Schools with Albuquerque Public Schools (APS) was present for this month's RFK Governance Council meeting. Mr. Tolley has been asked by the Governance Council to advise on how they will go about with finance training. The Governance Council wants to better understand the Finance Report and intends to spend a couple of hours-two out of the five required-in order to do so. The other three hours may be spent examining current and proposed laws unique to charter school operations and how it impacts the GC. He will need to determine whether or not it is appropriate for him to be providing it due to potential conflicts of interest. If he is unable to provide training, he will contact those able to do so on behalf of the Governance Council.

There are two 'cleanup' bills proposed by two different legislators, one pertaining to the election of school boards and governance councils for charter schools. Mr. Tolley testified in front of the Legislative Educational Study Committee (LESC) that he believed it would make little difference

whether or not board members are elected as the voter turnouts for school board elections are very low. Additionally, there is a proposal that these elections run concurrently with APS board elections. It would make little sense for RFK to align itself with this as the school's student body originates from virtually all districts. He instead suggested stressing the requirements, liabilities, and responsibilities of boards/governance councils.

Someone asked whether there has been training regarding the Open Meetings Act and special education. There has; personnel have come into schools and they do special education briefings. Since special education students make up a large part of RFK's student body, such briefings would be relevant to the school. It is also important for the Governance Council to receive training on the law regarding their role and their relationship with the school authorizer. The performance contract piece and reauthorization will be covered- Mr. Tolley will speak on this part regardless of who does the financial training. The law speaks to two things with board training: one, that the New Mexico Public Education Department (PED) will 'provide' for it, by this, they refer board members to the Coalition of charter schools or the State School Boards Association. However, by putting this limitation in place they have created a procurement violation and hopefully there will be some legislation to correct this. The Governance Council will dedicate a board meeting to the budget on Wed, April 22, 2015 at 5:30 PM. Members should anticipate a longer board meeting.

## **Finance Committee Report**

### **Finance Report**

Revenue Report: The accounting code that ends in 00014 refers to a carryover. There is only carryover from the previous year, 2014. The rest is current year money. There is no new revenue to report, and there are no issues with the revenue report.

### Expenditure Report:

On page 10 under the 'Operational' line, you can see where there's a figure of \$1008.59; this is the remaining operational budget. A projection for the rest of the year is being prepared. The new building utilities are not included in the current budget; the school does not have to pay utilities until we get the keys. In summary, several funds have remaining monies (24154) for training for staff/teachers, such as Workforce Readiness, SB9, Capital Outlay, Carl Perkins, all of which will be appropriately spent. The Capital Outlay and SB9 are larger and it will be determined how to spend them through the rest of the year.

### Reconciliation Report:

On page 18, the total in the 'Subtotal of Account Group: Liabilities/Fund Balance' is \$141,283.17. which matches the amount in the 'Actual GL' column total on page 20. The 'Ending Balance' figure on the Wells Fargo account summary of \$146,395.03 matches with the total in the 'Bank Reconciliation' column total on page 20.

There are three financial indicators which are the mechanism to track financial health. For January, the indicators are still yellow, but we dropped from the previous month from .88 to .65. 'Red' marks happen at .50 or less. A major reason for this is a result of submitted RFRs not coming through to that point. A big RFR was approved today-\$112,000-and will hopefully come in by the end of the month. This will bring the indicator back into the 'green' level. The indicators are still

working like they should. Next month, they will work much better.

#### RFR Report

In the 'Outstanding RFRs' column, there is a new BAR coming up. On the outstanding RFR column, this shows the remaining RFR's to be approved. This is the amount for outstanding RFRs which need approval. Some are already changed b/c some are from January and have already been approved. We will be receiving \$205,746.02 in RFRs.

**6:25 PM:** Motion to approve January Finance Report made by Mike Perez, 2<sup>nd</sup> Ron. All voted in favor, none against. The Motion to Approve the January 2015 Finance Report passed unanimously.

#### BAR Approval:

There are two BARs submitted to the Governance Council for approval this month:

- BAR 001-051-1415-0039-I
- BAR 001-051-1415-0040-I

BAR 001-051-1415-0039-I (an increase BAR) is SB9 carryover money from last year which needs to be presented in a BAR for approval in order to be spent this year. This was an award for the fiscal year 2014. It will go into the 31700 Maintenance & Repair Buildings and Equipment.

The second BAR, 001-051-1415-0040-I (another increase BAR) is the anticipated increase BAR for growth funds. The initial growth estimation was approximately \$323,000; the actual increase is \$522,362.00. Most of this will be placed in the salary line for teacher salaries. Some money was put into Function 2300 (approximately \$3000.00) and in 2000 functions.

**6:32 PM:** Motion to Approve BAR 001-051-1415-0039-I and BAR 001-051-1415-0040-I by Mike, 2<sup>nd</sup> Ron. All voted in favor, none against. The Motion to Approve BARs passed unanimously.

#### Disbursement Report

A question was raised about the TIG item; this is actually Dell Computers. The school bought computers for two of the high school computer labs, for the middle school, and computers for all the teachers at both locations, and for the computer lab in the new multi-purpose center (as well as a few other electronic items); this is why this item's figure is large. TIG is out of legislative funds so five percent of the awarded amount had to be spent before January 23<sup>rd</sup>.

**6:36 PM:** A Motion to Approve Disbursement Report for January made by Mike, 2<sup>nd</sup> Ron. All voted in in favor, none against. The Motion to Approve the Disbursement Report passed unanimously.

### **Board Secretary Election**

Last month, Tina Garcia resigned her position as RFK Governance Council Secretary. Michelle Rentería expressed interest in filling the position of Board Secretary. She is a board certified achievement coach and currently works at CNM.

**6:42 PM:** All voted in favor to elect Michelle Rentería, none voted in opposition. Michelle Rentería was unanimously voted in as the new RFK Governance Council Secretary.

### **Credit Acquisition Report**

Core class (math, science, social studies and English) pass/fail rates were analysed and data were

broken down by grade level. The first table represents day student data. In sum, fifty-nine students passed all core classes in first semester. Note that out of fifty-nine students who passed all core classes, some didn't pass all of their elective classes (fifty-one students passed *all* of their classes). Out of the *entire* RFK student body, six hundred seventeen (617) credits were attempted and four hundred fifteen (415\_) credits were earned.

These pass/fail rates are not related to the PARCC, as this only concerns credit acquisition. Additionally it was decided, during the revising of the Strategic Plan, that it is important to differentiate between core classes and electives when compiling and analysing this type of data. This came about as a result of some incoming students having not earned any core credits previously. Out of the seventeen students that earned no core credits, twelve were freshman.

There has been a push to increase the academic expectations of students. Teachers are not giving a 'pass' to students who do not have necessary academic skills to succeed at a higher level. It is also worth noting that attendance is a very important factor in students passing their classes.

A comment was made regarding how the PED does not recognize the graduation of students who took longer than four years to finish high school and whether or not anything can be done to fix this. Mr. Tolley remarked that this is a big problem-RFK and the schools which serve non-traditional student populations are judged on a 4-5 year cohort and there needs to be an alternative method of evaluating these schools. There is a group of principals who are pushing for an alternative evaluation method. There should be a consideration for the unique mission of alternative schools. In lieu of this, there may be a way the GC can do more to express the importance of faculty work and student achievement.

**Board Training Date Set**-This has already been set for April 22nd- see discussion under *Public Comment*.

### **Strategic Plan Revision Report**

The members revising the Strategic Plan are in the process of refining reporting criteria expectations so that data are more meaningful to the Governance Council. The Strategic Plan revision is still in progress. While they may not have the plan finalized, they should have something for board to look at by next meeting.

### **Executive Director's Report**

There is a new math intake process class in formation for incoming students who were several grade levels behind in math. The welding and auto body program contracts will be in place once the PED gives its approval. The Multi Purpose Center is about to open. There is a new program for middle school students who display behavior issues; instead of sending them home, they will stay in a contained environment and earn their way out through good behavior and academic work. The director wants to add a campus aide. More staff is being added to the middle school- part of the new budget will be applied to this. He is working on getting something for RFK added to next year's election bonds and he is interested in working with the farm, which is a school facility piece. Bill 444-for the Teacher Pipeline, will allocate \$250,000.00 (two hundred fifty thousand dollars) for working with the Southern Regional Education Board (SREB), Southwest Educational Partners in Training (SWEPT), and Central New Mexico Community College (CNM) for a new teacher development program. The director intends to testify on Bill 444. He will be talking to Ruben

Hendrickson about establishing a low-watt radio antenna in English & Spanish. It would be set up here at RFK as part of the Media Center.

Students are currently taking practice PARCC tests. This requires a lot of computer skills; for example, for 11<sup>th</sup> English portion, students have to compare and contrast two items, which require scrolling up and down-it is worth noting that these tests are timed. Math questions can have four or five 'sub-questions' per section; so out of ten 'questions', there can actually be forty to fifty actual questions in the math section. A suggestion was made that the Governance Council should submit a statement about the PARCC in support of the faculty and students and explaining the unique mission of RFK.

Motion to Adjourn made Margie, 2<sup>nd</sup> Ron. All in favor, none against.

**Adjourn 7:30 PM**