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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**

**Annual Meeting**

**Thursday, November 16, 2017, 5:30 PM**

Governance Council Members present: Margie Lockwood, Sister Agnes Kaczmarek, and Tina Garcia, Fernando Ortega, Jennifer Cornish, Ron Burton

Staff:  Robert Baade, Irene Sanchez

Guest: Rena Valencia (former student), Katy Duhigg

Minutes by: Anne Tafoya

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

Jennifer Cornish motioned to approve October 19, 2017 meeting minutes and Ron Burton seconds. Unanimously approved.

**Announcements**

* Working class room performance between Action, RFK Middle school took place today

**Public Comment**

* The new mayor Tim Keller will be stopping by RFK with an Interfaith tour

**Finance Committee Report-**

Ron Burton motioned to approve financial report for, October 31,2017 and Fernando Ortega seconds.

* Available Operating Funds are $118,557.49
* Balance Sheet matches Bank reconciliation
* No differences on bank reconciliation
* RFRs have been submitted thru October 31, 2017

**Cash Disbursement Approval- $330,536.71**

* Paid 4 months of lease payments to APS
* Paid for Trauma Informed training
* Purchase of guitars for music class
* Purchased a second Suburban

Ron Ortega motioned and Tina Garcia seconds. Cash disbursement report is unanimously approved.

**BARS**

* BAR –001-051-1718-0006-IB Dual Credit - $1,682
* BAR -001-051-1718-0008-T Operations – clean up - $70,000

Ron Burton motioned to approve BARs # 001-051-1718-0006-IB and # 001-051-1718-0008-T Sister Agnes Kaczmarek seconds. The BARS unanimously approved

**Financial Health Report**

* Months of cash on hand – 2.71
* Enrollment is where is needs to be – 317 total students – Budget is 320

**Election of Members to GC**

* Katy Duhigg is a candidate to serve on the Governance Council

Jennifer Cornish motioned to approve the election of Katy Duhigg to the RFK Governance Council and Fernado Ortega seconds. The motion was unanimously approved.

\*Katy will need to attend training before sustaining votes

**Legislative Priorities**

* Solar Panels
	+ Ron meet with Energy Concepts Consulting they will prepare a proposal
		- Goal is to reduce operational expenses

Margie asked if it is possible to use Capital Outlay money to maintain website- The answer is no

* + Would like to have the RFK Website more professional maintained
	+ Robert is taking this as a directive to improve the Website
* Looking at 3 bids to replace lights with LED lights and dimmer- this will reduce the electric bill and reduce operational expenses
* Farm – Rodgers will come in to look at putting in an irrigation pump
* LESC- Legislative agenda includes
	+ Small school funding
	+ Limiting age of student- Adult ED and funding and earning of diploma could be impacted
	+ Robert and other team members are advocating to protect the funding and discuss the age limit
* Governance council went it to close session at 6:20
* Governance council came out of close session at 6:25

**GC Training**

* Robert sent an announcement about 1st Board Training Dec 7 and December 8&9 for returning Board members at the Rankin Training Center

**Review of GC Effectiveness Evaluation Results-Overall review is good**

* Open meetings act requirements- met
* By-Laws ad Policies are reviewed yearly as needed
* Looking at the Strategic Plan and make changes as needed
* Need to ask the question –“is part of the effectiveness is to be informed on how the school is doing?”
* Effectiveness of GC meetings- need some guidance,
* GC membership needs- on boarding process needs to be improved , better communication
* Last section was on individual participation on committees, understanding of by-laws and policies, attending meetings, attending activities at RFK

Robert’s comments- every GC member needs to attend the trainings, meeting prior to GC meeting, like to see interest of GC member attending activities and viewing classes, GC member should understand Trauma Informed information

* GC members could help assemble holiday boxes
* Art shows
* School Events
* Graduation

**Executive Director’s Report-** (See attached)

* Applying for Farm to School grant- 90k for 2 years
	+ Idea to get students involved in the farm at middle school level as part of science curriculum
	+ Produce will be part of the culinary arts and food program
	+ Would like to pay stipends to pay farm students and culinary students
	+ Harvesting of Green Chili and carrots

Ron asked about certification of kitchen

Robert said the equipment is aging and needs to be repaired or replaced- $22,000 for replacement of coolers (part of House bill funding)

* Hired bi-lingual support staff
* Special Ed EA- From Standing Rock
* Turnover of staff members
* Acquisition of the Middle School property
	+ Moving through the county and headed to state board of finance for final approval
	+ APS will acquire the property and allow for RFK use
* Testing and Teacher evaluation
	+ Teachers are developing their own tests- using PARCC release questions
	+ Showing real growth
	+ Students are taking the testing more serious

**Other business:**

*Next meeting-, December 21, 2017*

**Meeting Adjourn at 7:01**

 Ron Burtonmoves to adjourn and Fernando Ortega seconds. Unanimously approved.