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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 Agenda**

**Thursday, August 18, 2016 5:30 pm**

**Present**: Ron Burton, Margie Lockwood, Robert Baade, Fernando Ortega, Jennifer Cornish, Pete Ciusrscak, Linda Sanchez, Carl Smith

**Absent**: Michelle Renteria, Tina Garcia

5:36 PM - Motion to approve the agenda was made by Rob Burton, 2nd by Fernando Ortega. Unanimously approved.

5:38 PM - Motion to approve July’s minutes, two changes need to be made.

* Margie wants to change Aliyah Garcia, “she was a former RFK student” to “ she was an RFK student”
* Change Maggie to Margie

5:44 PM - Passed unanimously to approve last July minutes

**Public Comment**

PED grants an award certificate for outstanding specialists. Robert wants Catron to receive the award. She helped students get jobs, through the JAG program.

5:48 PM - **Finance Committee Report and Audit Report**

6:11 PM - Motion to Approve the July Financial Report made by Ron Burton, 2nd by Fernando Ortega. Unanimously approved.

6:12 PM - Motion to approve cash disbursement made by Ron Burton and 2nd by Margie Lockwood. Unanimously approved.

6:13 PM - **Teacher Effectiveness Report** – Linda Sanchez

* Observations are completed on all the teachers. A four domain rubric is used: Planning and Preparation, Creating an Environment for Learning, Teaching for Learning, Professionalism.
* Lesson plans are reviewed twice a year and teachers are observed in the class.
* At the end of the year teachers are rated on domain 4: Professionalism.
* The graphs presented are from last year. Instructional Coaches have completed training with administrators from the whole state to establish consistency in rating performance of teachers.
* Board is encouraged to observe classes.
* In general, a score of 3 on this rubric is excellent. Teachers have a hard time understanding that.
* The rubric work in that teachers are improving their skills, therefore students are able to learn more. Issue is that even though many teachers are rated effective, their overall “grade” from PED is significantly impacted by the low PARCC Scores, which is discouraging.

6:41 PM - Attendance, Behavior and Retention Report - Pete Ciusrscak

* We help to make sure that the classroom is not disrupted.
* Referral Infractions include: Verbal Abuse, Fighting, Dangerous Actions, Controlled Substance, Tobacco, Class Disruptions, and Leaving Class.
* Governance Council requested data from last year in order to compare.
* Insert chart provided.

7:00 PM - GC Self Evaluation

* We need to do some work in the area of the GS membership needs. Need to create a formal process to make sure new members are provided a thorough orientation.

Discussion

* Possible need to create another committee—a facilities committee. Ron supports Robert with many of these tasks. If there is anyone else interested in working on those projects, we should make that available to other GC members, if there is interest.
* Carl would be interested in this.

7:07 PM - GC Meeting Schedule Vote

* Motion to approve Governance Council calendar (meetings continue on the third Thursday of each month) made by Ron Burton, 2nd Carl Smith.

7:11 PM - GC President Position Nomination and Vote

* Margie has been VP for the past four years, Jennifer feels that she couldn’t have done this job without her.
* Motion to approve Margie Lockwood as new GC President made by Ron Burton, 2nd by Fernando Ortega. Motion passed.

7:15 PM - Renewal of Jennifer Cornish’s GC membership

* Margie Lockwood moved to have Jennifer continues as a council member for a 2 year period. Carl 2nd, passed unanimously.

7:17 PM - Executive Director Report- Robert Baade

* We are at capacity, with over 50 students on the waiting list.
* Teacher resigned 2 days before school started. The position will be filled based on Special Ed needs, half time Special Ed teacher.
* Linda from APS went back to her old position, thus we need a Business Manager. Going to do a 90 day trial, Judy will give feedback on whether she has the capacity. This person would be an RFK employee. Hoping we find the person, if not we are going to advertise.
* Need to hire a full time Custodian. In the past we have contracted this service, but the bids came in at $75,000 and above. Thus we are looking to hire someone directly, and paying the $16.00 an hour with benefits and retirement.
* We really need to add people to the RFK Board. – Has talked to a few people, and working on moving this forward. Having a finance person is very helpful.
* Videos are no longer available and/or accepted as board trainings.
* Board training available October 27 – 28, 2016 (provided by the Charter School Coalition). Additional training will be provided by the State School Boards Association prior to the start of the next Legislative session.
* Carlotta Bullock will be honored.

7:35 PM - Motion to adjourn made by Jennifer Cornish, 2nd by Fernando Ortega. All in favor.