

4300 Blake Rd. SW

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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**

**Thursday, January 24, 2019 5:30 PM**

**Governance Council Members present**: Margie Lockwood, Sister Agnes Kaczmarek, Wendy Shanahan, Ron Burton,

**Absent**: Katy Duhigg, Tina Garcia,

**Staff**: Robert Baade, Irene Sanchez, Linda Sanchez, Cindy O’Neill

**Guest:** DECA Students,

**Minutes by**: Anne Tafoya

Sister Agnes Kaczmarek motioned to approve the January, 2019 Agenda. Wendy Shanahan seconds. The motion is unanimously approved.

Ron Burton motioned to approve the November 2018 meeting minutes and Sister Agnes Kaczmarek seconds. The motion is unanimously approved.

**Announcements**

* + Bi-Lingual 3 hour program created for the evening students
    - Hope to encourage attendance
    - Increases funding
* Lidia Muniz has resigned from the board
* **Public Comment**
  + DECA Students gave a presentation on the program
    - 1st year for RFK to have a DECA Chapter
    - Some of the school funding is supporting this program

**Academic Progress- Linda Sanchez and Cindy**

* Enhanced progressed monitoring
  + Students fill out form every week
  + PTSC – Student led conferences- student owns and presents grade information
* Gathering Data
  + Important that started to gather data to help students improve their attendance

**Finance Training-**

* Finance training was on the funding formula with Irene Sanchez and Robert Baade presenting

**Youth Conservation Corp Farm to Table Grant**

* Grant is for $73,404.00
* Will pay a stipend to 12 students
  + Pay to plant
  + Work during summers
  + Harvest in Fall
  + Bee Keeping
  + Welding Iron fences
* Students will go through an interview process- Ages 14-24

Wendy Shanahan motioned to approve the Youth Conservation Corp Farm to Table Grant. Ron Burton seconded. The motion passed unanimously.

**Finance Committee Report- November and December, 2018**

Ron Burton moved to approve the financial reports for November 2018. Sister Agnes Kaczmarek seconds the approval of the financial report. The motion passed unanimously

Ron Burton moved to approve the financial reports for December 2018. Sister Agnes Kaczmarek seconds the approval of the financial report. The motion passed unanimously

**Revenues for November 2018**

* **Available Operating Funds** 
  + As of November 30, 2018, Operating Fund $100,467.81
* **Balance Sheet matches Bank reconciliation** $55,854.77
  + The amount matches
* **Cash Disbursement Approval-** $530,886.54
  + Jly Wagner- Consultant for Teachers
  + Markal LLC- Construction
  + Moss Adams- Auditor

Exerplay – Replaced Awning for playground

Ron Burton motioned to approve the cash disbursements for November, Wendy Shanahan seconds the motion. Cash disbursements report is unanimously approved.

**Revenues for December 2018**

* + As December 30, 2018, Available Operating Funds $83,971.70
* **Balance Sheet matches Bank reconciliation** $107,108.89
  + The amount matches
* **Cash Disbursement Approval-** $318,805.03

Ron Burton motioned to approve the cash disbursement for December, Wendy Shanahan seconds the motion. Cash disbursements report is unanimously approved.

**RFR**

* Have been submitted through 12/31/18

**December BAR(S)- (**No BARS for November)

BARs for December:

Professional Development BAR 001-051-1819-0006-IB- $3,270.00

Maintenance/Instruction BAR 001-051-1819-0007-T -$30,000.00

YCC Grant BAR 001-051-1819-00008-IB $73,404.00

Ron Burton made the motion to approve BAR(s) #001-051-1819-0006.IB,#001-051-1819-0007-T, and #001-051-1819-0008-IB. Sister Agnes Kaczmarek seconded the motion. The motion passed unanimously

**Cash on hand** –.50 months of cash

**Student Enrollment**

* Enrollment 349 students

**Audit Finding**

* Only 1 finding – for FY16-17

**Legislative Report- Robert Baade presented- see attachment**

**Director’s Report- see attachment**

Next meeting- February 21, 2019 5:30

Sister Agnes Kaczmarek moves to adjourn the meeting and Ron Burton seconds. The motion passed unanimously.

Meeting adjourned at 7:45

Robert F Kennedy Charter School

Governance Council Meeting

01/24/2019