4300 Blake Rd. SW

Albuquerque, NM 87121

PHONE: 505-243-1118 FAX: 505-242-7444

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, October 18, 2018, 5:30 PM**

**Governance Council Members present**: Margie Lockwood, Sister Agnes Kaczmarek, Wendy Shanahan, Tina Garcia, Lidia Muniz

**Absent**: Fernando Ortega, Katy Duhigg, Ron Burton

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

**Minutes by**: Anne Tafoya

Sister Agnes Kaczmarek motioned to approve the agenda and Tina Garcia seconds. The motion is unanimously approved.

Sister Agnes Kaczmarek motioned to approve September 20, 2018 meeting minutes and Wendy Shanahan seconds. The motion is unanimously approved.

**Announcements**

* **Public Comment**
	+ New website is up and almost ready to go live
		- Can good news and spotlights be put on the website to highlight the successes?

**Middle School Transition Report For October 2018**

* RFK Charter promoted 17 8th grade to 9th grade
* 11 of these students transitioned to RFK High School
* Students performing well and have improved tend to enroll back into traditional schools

**90 Day Turnaround Plan**

RFK is a SAMS school

* Required to submit a plan with goals
	+ All grade levels will increase proficiency by moving from Level 1 to Level 2 by the minimum of 5% on 2019 PARCC
	+ Using Illuminate ED interim assessments, all grade levels at RFK will increase ELA, Math proficiency by 8% from the beginning of the year 2018 to end of year 2019.
		- Because Illuminate is a new system- a baseline was created to track data
	+ Credit acquisition
		- At the end of the first semester, credit acquisition will be tracked by students
		- The acquisition will increase by 2% each semester to a final increase of 86%
* Standards alignment with curriculum map
	+ Follow a plan for course of teaching throughout the year
	+ Pacing guide
* Collaboration
* Teach like a Champion
	+ Teachers pick strategies to use in their classroom
* The Teachers are the ones that came up with the goals
	+ Teachers requested more professional development
* Can good news and spotlights be put on the website to highlight the successes?

**Finance Committee Report- September**

Sister Agnes Kaczmarek motioned to approve the financial report for September 2018. Tina Garcia seconds the approval of the financial report. The motion passed unanimously

**Revenues**

* **Available Operating Funds $ 129,439.60**
	+ As of October 18, 2018 Operating Fund$189,258.55
* **Balance Sheet matches Bank reconciliation $ 331,893.23**
	+ The amount matches
* **Cash Disbursement Approval- $301,157.35**
	+ Outcome Inc-EAP
	+ Dick Blick- Art supplies

Wendy Shanahan motioned to approve the cash disbursement and Tina Garcia seconds. Cash disbursement report is unanimously approved.

**RFRs**

* Have been submitted through September 30, 2018

**BAR(S)-** 001-051-1819-0002-IB Dual Credit – in the amount of $1,710 – Initial Budget

Sister Agnes Kaczmarek made the motion to approve BAR 001-051-1819-0002.IB. Wendy Shanahan seconds. The motion is unanimously approved.

**Cash on hand** –1.71 months of cash

**Student Enrollment**

* Enrollment 351 students

**Audit Finding – FY’17**

* Only 1 finding

Suggested to train on Finance report in 15-minute section

**New GC Member Consideration – Ricardo Castillo**

* Will need to be put on next agenda

**Staff Leave Policy Review**

* As the policy stands now-when a staff member runs out of personal leave you can only use 5 days of unpaid leave and if need more leave they will be terminated
* Staff members can donate leave
* Katy Duhigg has agreed to review policy and come up with solutions to the termination policy that is in place right now

**Legislative agenda discussion**

* Legislative session begins in January-60-day session
* Would like to change the A-F rating and/or replace with another system
	+ Working with Jennifer Cornish and Albuquerque Interfaith to create a bill
* Capital money available- will look at training on submitting requests
	+ Would like some members of the GC and staff to learn the process and provide some guidance
	+ The Board feels it’s important that Robert represent RFK at the legislative session and will support his efforts when he needs to leave campus and attend sessions.
* Would like to submit requests –
	+ Asking for planning money for the middle school site
		- Need to submit bids
	+ Goal to raise $100,000 in design money
	+ Once the design plans are submitted then it can be a Bond request
	+ RFK is the only school listed in this Bond election -asking for security equipment
		- House Bill 33
		- GO Bill
	+ Senate Bill 9 money is available
		- Requests for laptops
		- Bus for transportation

**Charter amendment to increase enrollment cap**

* Have reached the cap of 350 students and has asked for 10 overage
* The amendment would be effective immediately
* Could grow to 400 and keep RFK at a small school size adjustment
	+ But Robert is fine with keeping it at 350

 **Executive Directors Report- Attachment provided**

* Thank you to Irene for giving up her fall break to do field work for the audit

Next meeting- November 15, 2018 5:30

Sister Agnes Kaczmarek moves to adjourn the meeting and seconds. Tina Garcia seconds. The motion passed unanimously. Meeting adjourned at 7:32pm on October 18, 2018

Robert F Kennedy Charter School

Governance Council Meeting

10/18/2018