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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, May 16, 2019 5:30 PM**

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

**Absent**: Sister Agnes Kaczmarek, Tina Garcia

**Staff**: Robert Baade, Irene Sanchez,

**Guests:** Christal Reid, Fernando Ortega, Onimz Heilborn, Lawrence Barela, David Villegas (DECA student) Colleen Gorman (Quote-Unquote)

**Minutes by**: Anne Tafoya

Ron Burton motioned to approve the May 2019 Agenda. Wendy Shanahan seconds. The motion is unanimously approved. Adding 5 minutes to discuss Robert Baade’s evaluation

Wendy Shanahan motioned to approve the April 18, 2019 meeting minutes and Ron Burton seconds. The motion is unanimously approved.

* **Announcements**
  + Colleen Gorman from Quote on Quote (Public Access) – there is an article in the current Alibi mentioning RFK
  + Has offered to work with RFK and promote the programs and students- community media
  + Indigenous media network
  + Youth Engagement- Mural project
  + Internships and sports news casting
* Lawrence Barela introduction and is interested in joining the Governance Council
  + The vote will be added to the June meeting agenda
* **Public Comment**
* ACCESS Programing 2018-2019 reported by Fernando Ortega
  + Powerpoint presentation on all the programs that are offered to the RFK middle school students
* DECA report on students trip to Florida
  + Able to work the school snack bar to learn financial skills and help fund the DECA program
  + David Villegas gave an overview of the trip
    - David mentioned that the DECA program has personally changed him
    - 3 RFK students qualified to compete in Florida
    - Were able to go to Disney World, Animal Kingdom, Beach
    - 20,000 students from all over the world

**Finance Committee Report- April, 2019**

Ron Burton moved to approve the financial report for April 2019. Wendy Shanahan seconds the approval of the financial report. The motion passed unanimously

**Revenues for April 2019**

* **Available Operating Funds** 
  + As of April 30, 2019 Operating Fund $66,061.03
* **Balance Sheet matches Bank reconciliation** $201,791,64
  + The amount matches
* **Cash Disbursement Approval-** $317,021.30

Ron Burton moved to approve the cash disbursements for April 2019. Wendy Shanahan seconds the approval of the cash disbursements. The motion passed unanimously

* + Virtual classroom equipment
  + SMART boards
  + Replacing windows at farm house- Silver Pony

**RFR**

* Have been submitted through April 30, 2019
  + Reimbursements are slow in coming in- Title 1 money, PED
* Lease reimbursement submitted through the 3rd quarter
* Deadlines for RFR is end of June before the fiscal year ends

**April BAR (s)**

Wendy Shanahan moved to approve 6 BAR(s)

* + BAR # 001-051-1819-0012-I\_Fund 11000 – Operations - $60,151
  + BAR# 001-051-1819-0014-I\_Fund 14000 – Instructional Materials - $1,109
  + BAR# 001-051-1819-0015-D\_Fund 21000 – Food Services - ($1,670)
  + BAR# 001-051-1819-0016-I\_Fund 31600 – HB-33 - $10,564
  + BAR# 001-051-1819-0017-I\_Fund 31701 – SB-9 - $7,238
  + BAR# 001-051-1819-0018-IB\_Fund 29102 – Simon Foundation - $12,500

Ron Burton seconded the motion. The motion passed unanimously

**Cash on hand** –.91 a month of cash $250,432

**Student Enrollment**

* Enrollment 347 students 120 day

**Audit Finding**

* Only 5 finding from Fiscal year 2018

**Revised Fiscal Management Policies and Procedures**

* As a result of the 5 findings- highlighted in yellow and red to make changes
* Irene explained the planned corrections made to the policies
  + Corrects have already been made to the findings and now are part of the new procedures
  + Margie Lockwood and Irene Sanchez will meet to review the changes and corrections

**Action Item**: Wendy Shanahan made the motion to approve the changes made to the Robert F. Kennedy Charter School Fiscal Management Policies and Procedures. Ron Burton seconded the motion. The motion passed unanimously.

**Graduation- Sen. Michael Padilla will be one of the speakers**

* 53 students will graduate on May 24th
* Recognizing the DECA students
* Bilingual seal
* Dual enrollment students

**Director’s Report- See attachment**

* School improvement grant has come through and will be part of the RFR
* **Age cap-** created a loss of $350,000 because of the 28 students that reached the age cap
  + ABQ interfaith working with Workforce solution Yolanda
  + Asking for some discussion and guidance
  + Need to develop policy surrounding this issue
  + Redesign evening school concerning age cap

**Robert Baade’s evaluation-**

* + GC need to review and comment on form D
  + Margie Lockwood will combine the results and submit and a cohesive report
  + Robert Baade would like to have the evaluation the first part of June due to the deadline of contracts

Ron Burton moves to adjourn the meeting and Wendy Shanahan seconds. The motion passed unanimously.

Meeting adjourned at 7:55

Next Meeting: June 20, 2019 5:30- 7:00

Robert F Kennedy Charter School

Governance Council Meeting

05/15/2019