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, December 12, 2019 5:30 PM**

**Governance Council Members present**: Tina Garcia, Ron Burton, Sister Agnes Kaczmarek, Lawrence Barela, Beverly Nomberg (absent), Stacey Vigil, Wendy Shanahan

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

**Minutes by**: Anne Tafoya

Ron Burton motioned to approve the November 2019 Agenda. Lawrence Barela seconds. The motion is unanimously approved. The motion was passed

Wendy Shanahan motioned to approve the November 21, 2019 meeting minutes and Ron Burton seconds. The motion passed with the agreement that corrections are to be made and revised copy will be sent.

**Public Comments**

N/A

**Vote on New GC member**

Lawrence Barela motion to approve the addition of Tina Garcia-Shams as a new Governance Council member. Sister Agnes Kaczmarek seconded. The motion passed unanimously.

**Finance Committee Report- November 2019**

Sister Agnes Kaczmarek moved to approve the financial report for November 2019. Wendy Shanahan seconds the approval of the financial report. The motion passed unanimously

**Revenues for November 2019**

* **Available Operating Funds**
	+ As of November,2019 Operating Fund $200,016.99
* **Balance Sheet matches Bank reconciliation** $189,687.88
	+ The amount matches

**Cash Disbursement Approval-** $370,521.11 - Sister Agnes Kaczmarek moved to approve the cash disbursements for November 2019. Wendy Shanahan seconds the approval. The motion passed unanimously

**Questions regarding expenses**

* McCracken Pottery-student program
* Christal Reid-reimbursed for items purchased for the DECA snack shack

**RFR**

* Submitted through November 30, 2019
* Lease assistance was submitted at the end of September
* YCC grant has ended

**November BAR (s)**

There has been a delay in reimbursements, this has been brought to APS attention and they have confirmed that the money will be paid on December 20, 2019.

BAR# 001-051-1920-0006-Increase, Fund 31400-Capital Outlay - Ron Burton moved to approve, Sister Agnes seconded the motion. The motion passed unanimously

BAR# 001-051-1920-0018-Intial Budget, Fund 27127-Community Schools - Ron Burton moved to approve, Sister Agnes seconded the motion. The motion passed unanimously

BAR# 001-051-1920-0020-Increase, Fund 27103-Dual Credit - Ron Burton moved to approve, Sister Agnes seconded the motion. The motion passed unanimously

**Cash on hand** – 70% of 1 month of cash on hand

**Audit findings the same**

There was a request from GC council member to show more financial detail, Irene printed out additional pages to show general fund expenditures

**Strategic Plan**

GC was provided with a draft copy of the strategic plan

 On page 3 under Executive Director Evaluation

* Request to make changes to wording-Housse Evaluation Mechanism
* Add additional tasks of GC self evaluation and Director evaluation survey be sent out by March to the RFK Governance Council Academic Year Reporting Calendar to the March GC meetings
* Implementation of a 5 year strategic plan

Lawrence Barela volunteered to help write out a (5 year plan) strategic plan to help set goals

Amended and Restated Bylaws were handed out for GC members to add to their manuals

**Director’s Report-**

Robert Baade reported that the budget is tight right because of the RFR’s and the delay in reimbursements, He is looking at additional funding options for next year**.**

**Other Director updates**

* Issue with students Vaping- dealing with this by implementing Hard Reduction
* Will have additional 75 students after the Holidays
* Interested in student engagement-involving more of the community
* Restorative justice and trauma informed training by Pat Riolobo
	+ The leadership team will be participate in a training next Thursday December 19- this training is open to GC members. Teachers will also go through a training.
* Jennifer Cornish is working on putting together a training center

**Check Signing Designation (GC member)**

Since Ron Burton is stepping down there needs to be an additional check signer. Ron Burton will send Irene an official email of resignation.

Stacey Vigil volunteered to take Ron’s place

Sister Agnes Kaczmarek made a motion to approve Stacey Vigil as an official check signer for RFK. Wendy Shanahan seconded. The motion has been approved

The board expressed their appreciation to Ron Burton for his time and involvement.

Wendy Shanahan moves to adjourn the meeting and Lawrence Barela seconds. The motion passed unanimously.

Meeting adjourned at 6:40 pm

Next Meeting: January 16, 2020 5:30

Robert F Kennedy Charter School

Governance Council Meeting

 12/12/2019