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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, March 18, 2021 5:30 PM (Virtual meeting)**

**Governance Council Members all virtual**:

**Role Call: Chair:** Tina Garcia: Lawrence Barela, Clyde Ortiz, Joseph Sanchez, Mark Walch, Stacey Vigil

**Absent:** Tina Garcia-Shams (working at community diner),Trey Hammond (absent attending another meeting), Sylvia McCleary (excused absence)

**Guest:** Hanna Peria

            Yes:  Quorum

**Staff**: Robert Baade, Irene Sanchez, Shawn Morris, Aaron Arellano,

**Minutes taken by**: Anne Tafoya

**Approval of agenda**

Mark Walch made the motion to approve the March 18, 2021 agenda. Joseph Sanchez seconded. The motion is unanimously approved.

**Approval February 18, 2021 meeting minutes**

Joseph Sanchez made the motion to approve the February 18, 2021 meeting minutes. Lawrence Barela seconded. The motion passed unanimously.

**Public Comment**

Hanna Peria is the Senior program manager officer at The Everyone Graduates Center at John Hopkins. She attended the meeting to present the opportunity regarding the partnership with RFK with the project funded by Annie E Casey Foundation. The presentation she shared is called on Track to Career Success and she gave some details on the program and how it will align with the work that RFK is currently doing. The program's main goal is to support each student in an individualized way to help them stay on track to graduation. The focus is building frameworks to provide support and resources for teaching teams so that they can track students through milestones on their way to graduation attainment. The partnership includes RFK and several schools in New Orleans. The program is rooted in the Early Warning System and Evidence based practices. Hanna and her team believe in the concept of co-creation where schools develop and evolve in a very natural and organic manner. Evidence shows that the relationship model really benefits students.

Questions:

*Were you able to base your decision to work with RKF based on test scores?*

* We did look at a lot of different data and we were looking to support schools that have room for improvement and serve vulnerable student populations. Test scores were only a small portion of what we considered.

*How do you define or determine success and how the RFK team fits within that model*?

* We looked at how success stems from academic preparation and academic engagement and the student population who are attending the school and presented questions that researchers can quantify. An example would be work based learning or project-based learning.

This is a great opportunity for RFK, and we appreciate the presentation.

**Bilingual Program-**

Robert presented the proposal to adopt the bilingual program, which is the Heritage Bilingual model, this means the school sha the ability to offer three classes out the six in Spanish for students that are monolingual, in which Spanish is their first language. This program requires Bilingual certificate teachers, and each year must be approved by the council.

There are 61 students in the class and after the students pass the CLEP examine, they will receive the Bilingual seal. The school does pay an additional $3,000 stipend to each teacher as well as covering the cost for the seal. In addition, we would like to add a Spanish teacher at the middle school. It is important to note that each student has a choice to attend these classes or attend two career development classes.

**Approval vote:**

Joseph Sanchez made the motion to approve the proposal of the adoption of the Bilingual Education Program. Mark Walch seconded the motion. The motion passed unanimously.

**Middle School Update**

Aaron Arellano reported that he wanted to share positive news. He indicated he appreciates the RFK team so much, how everyone has worked together so well with all the tasks that they have taken on. Grateful to Robert Baade and Shawn Morris’s leadership. The progression of the school is because of the excellent leadership. Mr. Arellano reported on virtual school and how the staff is transitioning to bring back students to school on April 5th. There are some students that have volunteered to stay virtual and the teachers are prepared for both methods of learning. The students are excited to be back in the classroom sitting. The conversations have been positive between the school, students and the parents. The next 37 days left in the school year will provide some lessons learned for the upcoming school year.

The school is at 75 students, (done 6 students). The bathroom portal is almost complete. This Thursday will be the first virtual community diner (6:30-7:30)

 **Questions/Comments**

Is there any apprehension on the part of teachers returning to school?

* The concern really is for the students since most of the teachers have been vaccinated.

Is there anything the board can do for the school?

* Continued support is essential.

For the students that have left the school, do we know why they have left?

* There are a numbered of reasons and issues, families that are working and no one at home to help, families struggling to find work, supporting families and working.
* We will welcome them back next year.

Concerns expressed for students that may have fallen behind this year- how will this be addressed (will they have a review year)

Is RFK at a point to see what the retention levels will be?

* This year has compounded the issue, but it is a common issue no matter what year.
* The good news is there are a lot of supports in place now and will be in place for the coming school year.
* Preparing for the additional 10 days for the extended year (if passes at legislation level-HB40 will not be mandatory-a bill will also add additional funding) It will be added to the funding formula.
* We will bring teachers back early to allow for Professional Development support and training.

**High School Update**

Shawn Morris provided updates for the RFK Highschool, reporting that about 75% of the teachers have had their first dose and are working on obtaining their second dose. The last two months teachers have participated in the student rewards program with giving out about $500 of gift cards. Small group learning (pods) is wrapping up with 28 students that have been coming on campus. The plan will be to have students come back Monday through Thursdays with Fridays set aside for virtual learning and deep cleaning taking place. About 30 students have indicated that they are comfortable coming back to campus. The teachers will deliver the lessons virtually from their classrooms so students participating virtually can take part. Students in class will still log on to the lessons and work along with the virtual students. There are a lot of models out there and the school is trying to bring in the best methods of teaching. All the safety parameters are in place. Additionally, students will eat lunch outside (weather permitting), there is a goal to keep students at the 6-foot distance. Have implemented a new app to allow visitors on campus. Using a QR code to answer some medical questions to be permitted on campus. Teachers will take a paper roll, and electronic roll to track attendance. Chick Fil A has partnered with RFK to offer rewards for students. Mr. Morris mentioned that they have restarted the community/family diner. This is an opportunity to engage families and the students. A way to help seniors catch up is to provide summer school. Looking at different models to engage students such as 9th graders who have yet to be on campus. RFK is doing a recruitment blitz to bring back students or engage with new students.

**Questions:**

*Is the garden ready to start up again?*

* Waiting for funding sources but yes, we will move forward with the garden because it is so essential.

*Do you have to do surveillance testing on the teachers?*

* We are waiting from word from PED- (right now anyone who is not vaccinated which leaves about 7 people)

*Who is tracking the staff (testing) and submitting reporting?*

* Irene, Shawn, and the school nurse

*How is the Diner being conducted? (Previously it was called homework diner) Diana Creighton Cook developed the program - Zoom right now, and hoping to bring families together (family style) when can meet in person*

* Creating a community diner seems to work better with the RFK families (facilitate discussions, FAFSA, and other resources and support)
* Council members are welcome to attend please reach out to Shawn

***This will be a weekly event (after spring break-) 12 weeks - Thursday nights 6:30-7:30 - April 1st a Tik Tok challenge***

**Finance Committee report for February 2021**

**Vote:**

Joseph Sanchez made the motion to approve the financial statement for February 2021. Stacey Vigil seconded the motion. The motion passed unanimously.

**Revenues for February 2021**

* **Available Operating Funds *$224,182.36***
* **Balance Sheet matches the Bank Reconciliation - $488,001.04**
* **Cash Disbursement Approval- *$386,375.74***

**Vote:**

Mark Walch made a motion to approve the cash disbursements for February 2021. Joseph Sanchez seconded the approval. The motion passed unanimously.

**Questions:**

* Medify air- required to put in each classrooms- $7,921.21
* Naviance- computer program- career identification
* Torres Body Shop - contracted to run body shop class

**RFR**

* RFR submitted through February 28,2021
* Small funding from CARES ACT

**BAR (s) 6 BARs:**

**BAR# 001-051-2021-0024-IB, Fund 24146 – $120,660 Distance Learning**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**BAR# 001-051-2021-0025-IB, Fund 24305 – $12,000 GEER Funding**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**BAR# 001-051-2021-0026-I, Fund 29102 - $5,000 Carryover – Simon Foundation**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**BAR# 001-051-2021-0027-M, Fund 27127 – Maintenance - Community Schools**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**BAR# 001-051-2021-0028-IB, Fund 26186 – $3,000 ABC-Out of School**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**Blanket BAR for Maintenance/Transfer BARs**. Lawrence Barela made a motion to approve, Mark Walch seconded the motion. The motion has passed unanimously.

**Cash on hand** – Months of cash on hand is 1.94.

Enrollment count is 329 (248 HS 81 MS), which stays within the budget of actual of 95%

**Findings for Last Year**

Audit FY’ 19 are listed as the same from previous meetings.

General fund detail **$245,518.68**

**Executive Director’s report**

Robert Baade reported that students will be returning to school soon. He stated that the work of the team has ensured that the school will be safe, and the students are the number one priority. It is important to note that there are not a lot of students who are interested in coming back to in-person learning right now. It is going to be a challenge for teachers to do in-person and virtual learning at the same time. There is some anxiety surrounding coming back to campus for both staff and students. As far as the budget is concerned Robert reported that they are working on protecting the operational budget (at $250,000) because enrollment has dropped due to the pandemic, the funding will be an issue next year. Because the district made the decision not to suspend or expel students, staff will be inviting back any student that wants to reengage. Robert indicated because of the budget constraints, there will be a redesign of how behavior health supports will be delivered.

Robert continued his report by stating that the school is in the final negotiations with the Kellogg Foundation to do vocational training programs in partnership with RFK. If the funds are released in May this would allow for summer sessions as well as RFK students provided with the opportunity to enroll Informational Technical classes at CNM. The goal is also to focus on teacher training by providing the support needed for Educational Assistants to obtain teaching certificates.

Robert highlighted some other upcoming activities taking place at the school or in support of the school:

* Shawn will build on his connection with the McCune foundation.
* The Legislative session has been rough - being virtual will be funded at $205,000 (capital)
	+ Cannot do the budget until unit value is set- so then can present to the Governance Council (maybe have to ask for a special session meeting)
* Will need to bring in 100 new students- why recruitment is so important.
* Will be asking the Secretary of Education if the charter school can run virtually (it is part of the future)-this could potentially bring in students from various parts of the state.
* Dual enrollment certificates and credentials

**Housekeeping-Defer subject to next meeting.**

**Meeting adjourned**

Mark Walch made a motion to adjourn the meeting. Stacey Vigil seconded the motion. The motion passed unanimously.

Robert F Kennedy Charter School

Governance Council Meeting

03/18/2021