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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, December 16, 2021**

**4:30 PM**

**All council members virtual:**

**Roll Call: Virtual:** Mark Walch, Sylvia McCleary, Lawrence Barela, Clyde Ortiz, Joseph Sanchez, Trey Hammond, Tina Garcia-Shams

**Quorum:** Yes

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

**Approval of Agenda:**

Lawrence Barela makes the motion to approve the December agenda. Sylvia seconded. The motion passed unanimously.

**Approval for November meeting minutes:**

Tina makes a motion for approval of November's minutes. Trey seconded the motion. The motion passed unanimously.

**Public Comment:**

*Linda Sanchez, the instructional coach at RFK, presents the opportunity to learn survey:*

* A survey was held at RFK high school and middle school that was not mandatory from PED but RFK decided to do it anyway.
* RFK student population including middle school and high school totals 348
* Teachers had their students surveyed for a teacher evaluation system
* Students surveyed each of their teachers with the same 10 questions
* 900 responses were submitted total (including night school students) on Thursday and Friday from both high school and middle school students
* There were 583 comments from middle school and high school students
* Comments were truthful and provided positive feedback for teachers.
* Clyde asks if we should add some positive comments received from students to the website. (Along with survey numbers) Irene and Linda can help implement this.
* All responses excluded advisory classes.
* Even if students have multiple classes with the same subject, they still only count as one respondent with multiple responses.
* Teachers will be able to review the feedback from each of their students
* RFK will also know what areas need improvement
* There were over 900 responses but there were 583 students who responded. Clyde would like to know how many students actually responded but Linda does not know those numbers.

Some Numbers from the Survey:

* 97.5% students agreed they knew what they were supposed to be working on and 2.5% of students disagreed
* 94.2% of students agreed that their teacher checks for understanding, 5.7% of students disagreed.
* Robert Baade the director of RFK, says the DAP program will being getting mentioned in the next meeting

**Middle school update:**

Aaron Arellano the principal of RFK middle school:

* Expresses it has been tough dealing with covid cases and sending kids home in quarantine for 14 days
* Been hard to track covid and with the rise of cases it has hit even our small community
* Report covid cases or second and third parties to families
* It has been rough with students and staff having to quarantine
* Students have the opportunity to make up work in January if they missed any in December
* With positive news, RFK is participating in the *test to stay program*, which allows students to test at the campus that have been in contact with someone with covid or think they have covid. (with parental consent)
* This way if they have a negative result they are allowed to go back to class.
* This program is encouraging students to participate in keeping everyone safe and overall is helpful to parents
* Teachers will be analyzing new student data like student exams to see what planning is needed for the next semester of the school year
* Teachers are required to post assignments for students that are quarantined and in virtual settings
* Some schedules/staff are being shifted around to meet the needs of students and the school.
* Mark, president of the board, asks if there is anything that the board can do to help support the RFK middle school. Robert asks that the board meetings remain virtual to avoid exposures and spreading of Covid-19
* Robert also adds that the board can accommodate more health support
* Shawn acknowledges the staff's hard work with coming in during the covid situation in 2020 covering classes, outside duties, and doing whatever was necessary to tend to the students’ needs
* He suggests a celebration for the EA’s at the end of the year because they have been great and stepped up and are often undervalued

**High School Update:**

Shawn Morris- Principal of RFK Highschool

* Orientation program has been implemented to onboard students to RFK and is looking to revise and grow the program, working with Johns Hopkins.
* Lawrence asks if the staff at Johns Hopkins teachers or admin were, Shawn replied that they have been teachers.
* Shawn says they met with APS about the fall semester review.
* Dr. Escobedo is very impressed with what is happening at RFK and the work that is taking place is benefiting the students and families that RFK is serving.
* With the high school students that come to school with the orientation program they usually have had bad experiences with prior schools
* Looking at behavior referrals, attendance, and academics– looking at the “why” of bad attendance and grades
* Shawn shared a “Milestones” graph on what is happening and what will be happening
* Milestones is new to RFK and are used to track students even after they graduate RFK
* Student voice leadership is going to allow students to be involved in things that they can talk about freely
* Advisory within RFK is a class for students' own progress and is meant to help students with academic improvement, extra work time, and career exploration
* Pathways Current and Future is meant to provide pathways for students in their future studies and future careers
* John Hopkins spent time with RFK staff members. They worked at the Future RFK Charter School with educators that interviewed students and teachers and sat in classrooms to watch curriculum. It's helpful to have a third eye to look at things that teachers sometimes miss when teaching students in the classroom

**Questions:**

**Mark Walch: What are the switching schedules at the middle school?**

The art teacher has had a conflict with getting to the middle school on time to start class. As of now, she starts at 2pm instead of 1pm to fit her schedule better. The language arts teacher from the high school- Elliot Cook, is going to the middle school and supports RFK. Educational assistant with a health background is going to the middle school to help health needs at the middle school.

**Mark Walch: Is there a role the board can take to assist with the Covid?**

Robert would like to stay virtual as much as possible to avoid exposures and spreading of Covid-19. Robert also adds that the board can accommodate more health support to RFK. We got health assistance like our half time nurse, which we hope to make full time. Shawn has been working well with the nurse and has been in contact with UNM. Shawn says we are working as a team, overall, and it gets difficult when we are short staffed. Educational assistance has really helped with classrooms with middle school and high school students. They are learning how to test and are going above and beyond for students' best learning. EA’s were the ones who came back to campus and helped students, covering classes, outside duties, whatever was necessary to tend to the students' needs while teachers were at home. Shawn suggests a celebration for the EA’s at the end of the year because they have been great and stepped up and are often undervalued.

**Lawrence Barela: Academically, how did the middle school students do?**Aaron answers that coming into this semester, we are making progress, but we still have a long way to go. We are not where we want to be, but we are in the process of reteaching and students relearning. Overall, it is good progress. Looking at data, the lower parts of academia are progressing to the middle.

**GC Member Committees**

Mark Walch- Financial Committee and Strategic Committee

Lawrence Barela- Financial Committee, Auditory Committee, and the GC Evaluation Effec. Committee

Tina Garcia-Shams- Policy Manual Review and GC Evaluation Effec. Committee

Sylvia McCleary- Financial Committee and Policy Manual Review

Joseph Sanchez- Policy Manual Review and Facility/Capital Committee

Trey Hammond- Audit Committee and Strategic Plan Review Committee.

Clyde Ortiz- Facility Capital Committee, Strategic Plan Review Committee and BIO.

**Financial Report:**

Sylvia McCleary comments that the revenues were down for the fifth period based on the annual budget. Looking at expenditures on the fifth period based on the annual budget were down, looks good.

The grand total for finance report $415,838.59

**Finance Committee Report for December 2021**

Sylvia makes the motion to approve the finance committee report for December. Trey seconded. The motion passed unanimously.

**Cash Disbursement for December 2021**

Sylvia makes the motion for cash disbursement for November. Joseph seconds. The motion passes unanimously.

**Bars Approval for December 2021**

Sylvia makes the motion to approve BARS 001-051-2122-0026-IB and 001-051-2122-0027-IB Joseph seconds the motion. The motion passes unanimously.

Sylvia McCleary made a motion to approve BAR #001-051-2122-0026-IB, $3887. Joseph Sanchez seconds the motion. The motion passes unanimously.

Sylvia McCleary made a motion to approve BAR #001-051-2122-0027-IB, $886,672. Joseph Sanchez seconds the motion. The motion passes unanimously.

**Disposal of Assets for December 2021**

Trey makes the motion to approve the disposal of iPads. Joseph seconds. The motion passes unanimously.

**Comments:**

Robert Baade, director of RFK, expresses that he’d like to look at the GAP in January and thinks it is extremely crucial for the next semester. He is interested in bringing in the director of CNM’s South Valley campus – a potential important partner.

**Questions:**

Mark Walch: *How do we bring in guest speakers to talk to young adults to motivate them and to express their stories?* Shawn’s response: RFK can implement time for speakers to come into normal class times or advisories, it depends more on the speaker's time schedule and is easily flexible with the RFK schedule.

**Summary of “School Of Choice”**

Mark suggests we spend more time on this. Mark is open to suggestions as to a time/place to discuss this specifically. Robert, Aaron and Shawn should be part of this conversation. We will try to do a Sunday in January. Mark proposes 3 hours for the meeting but thinks this is an important discussion.

**Committee Group update/Specific Board Meeting Topics’**

* Robert thinks a community school is important as well as Johns Hopkins as well as Joe Escobedo from APS charter school as well as council members. Robert thinks the board needs to decide who they want to hear from.
* Robert wants to present the DAP in January and maybe invite Joe Escobedo.
* Clyde really wants to present and talk about how great his Saturday class is so it would be great to invite some of those individuals to the board meeting.
* Robert also wants to invite Annette De La Cruz who is on the board of CNM. She is very supportive of RFK. Other person is Patrick Gomez, interim dean of SV CNM campus.
* The update committees from November will be included in Decembers minutes (see above)

**Executive directors report**

* Robert is doing an individual meeting with Tim Gail (expert on videos & technology) and with success he could be a potential council member for potential future programs.
* Robert is ready for the legislative session and is going to try and get $500K at the session.
* Looking at pay scales to raise teachers' pay.
* Robert is interested in working with the Afghanistan refugees around housing and education.
* Down on special ed teachers and on lookout for more
* Continue to onboard more teachers from the teacher shortage
* $2,500 scholarship opportunities
* Going to start evening programs and more apprenticeships programs.
* YCC proposals are in and waiting for approval that will provide 40 jobs to RFK students
* Looking to improve farms to bring more food to the community
* Bringing in new culinary arts teacher who will be working with the farm and how to utilize the food grown at the farm in culinary dishes.

**Housekeeping (Any possible new members, training hours, planning meetings, etc.) – Update on Bank Switch**

Mark went to Nusenda but has not gotten very far with anyone there. Mark wants to know what the process is to bring in guest speakers that might be inspirational or motivation to students. Shawn said it’s solely based on what the speaker’s availability is. RFK can implement time for speakers to come into normal class times or advisories, it depends more on the speaker's time schedule and is easily flexible with the RFK schedule. Robert would like to encourage Lawrence Barela to share his story with students.

**Adjourn**

Sylvia McCleary makes the motion to adjourn the meeting. Clyde Ortiz seconds the motion. The motion passed unanimously. Meeting adjourned at 6:31pm.

Robert F. Kennedy Charter School

Governance Council Meeting

12/16/21