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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, November 18, 2021**

**4:30 PM**

**Governance council members in-person and virtual:**

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

**Quorum:** Yes

**Staff:** Irene Sanchez, Robert Baade, and Shawn Morris

**Approval of Agenda:** Lawrence Barela makes the motion to approve the November agenda. Tina Garcia-Shams seconded. The motion passed unanimously.

**Approval of October meeting minutes:** Lawrence Barela makes the motion to approve October 2021 meeting minutes. Sylvia McCleary seconded. The motion passes unanimously.

**Public Comment- Swept**

Robert Baade, the Director of Robert F. Kennedy Charter High School and the President and Founder of Swept, provides an update on Swept. The program started 10-12 years ago to help parents and continues at RFK. Swept now pays for the culinary, paint and body, and is currently partnering with SW creations that does sewing and citizenship support. Students over 22 can transfer to a GED program paid by Swept and it is bilingual. RFK provides classroom space for the programs. Robert is working with MP3 program which includes a curriculum and apprenticeship. The curriculum includes construction math, electrical reading, etc. It is a year-long program. Not sure how many students from RFK will enter this program, they must pass a drug test.

**Questions:**

**Mark asks if there is a plan that will support the desire of RFK to offer more vocational opportunities?**

Robert said there is a partnership for that and is working with MP3 to prepare people for the apprenticeship program.

**Middle School Update -- What's Going On & Academic Process**

Shawn Morris states that Chrome books that are used for online schooling and work are more acceptable to middle school students because they don’t need as much functionality then high school students getting ready to attend college.

* The Chrome books are cheaper.

**High School Update -- What’s Going On & Academic Process**

Shawn Morris also comments that laptops are more acceptable for enrollment high school students to be able to access windows and other programs to complete college level assignments. The laptops are more expensive than the Chromebooks but provide more functionality for students. Rfk now has to renew/purchase laptops every new school year due to complications with the computers or damaged computers.

* Senior and Juniors get first dibs on laptops for graduation and further dual enrollment opportunities.
* LDD cleans and gets the computers ready for the next school year.

**Finance Committee Report October 2021**

Sylvia McCleary created and presented a graph to share financial information that summarized the budget and actual expenditures. It is helpful to see visually each of the functions and funds where things are by month/quarter/year. She takes financials from July, August and September and produces a summary of funds. She was only able to do the expenditure, not the revenue. Seventy-five percent of the budget must stay in two categories.

Finance committee does not see anything that is concerning the financials.

**Vote:** Lawrence Barela makes the motion to approve the Finance committee report for October 2021. Sylvia McCleary seconded. The motion passed unanimously.

**Vote:** Tina Garcia-Shams makes the motion to approve cash disbursements for October, 2021.

Mark Walch seconds the motion. The motion passed unanimously.

**Vote:** Sylvia McCleary makes the motion to approve BARS 001-061-2122-0023-IB, 001-061-2122-0024-IB, 001-061-2122-0025-T.. Lawrence Barela seconds the motion. The motion is passed unanimously

Sylvia McCleary makes the motion to approve BAR 001-061-2122-0023-IB. Lawrence Barela seconds the motion.  The motion is passed unanimously.

Sylvia McCleary makes the motion to approve BAR 001-061-2122-0024-IB. Lawrence Barela seconds the motion.  The motion is passed unanimously.

Sylvia McCleary makes the motion to approve BAR 001-061-2122-0025-T.  Lawrence Barela seconds the motion.  The motion is passed unanimously.

**Vote:** Lawrence Barela makes the motion to approve disposal of assets for October, 2021.

Sylvia McCleary seconds the motion. The motion passed unanimously.

**Election of new Vice President:**

Lawrence Barela nominated himself for Vice President.

The board approves the nomination.

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

* The committees will be responsible for the in-depth work around different areas and give a presentation to the whole board.
* The finance committee is the only committee established.
* Need members on the audit committee, strategic plan committee.  Every member needs to choose two committees to be on. (See committee spreadsheet).
* Board would like to get more specific presentations about what staff/students/parents want to see and need from RFK and how the board can support that.
* Shawn will bring in groups that can present to the board.
* New teachers can be invited to see how the structure works.
* More exposure to students in the community and what do students and parents need and want.
* Feedback from community and students to know strengths and weaknesses

**Review of Board Training:**

Need to do 8 hours every year except 10 the first year. Irene will get the update on hours and who needs the training hours.

**Executive Directors Report:**

See attached directors report. An important focus for Rfk schools has been contact tracing Covid-19 versus teaching and learning. Robert implemented four electrostatic machines and two industrial sprayers to clean the schools. Send students that are exposed or are positive with Covid-19 home and are required to be quarantined for 14 days. The schools will be fully staffed next semester. The student count is down and this will go in the first week of December, a $200,000 reduction beginning next year.  During the legislative session they will set the unit value that goes into the funding formula. The state of New Mexico needs to increase its value so this will allow more teachers to be hired. Shawn said that the week of Thanksgiving the school will be deep cleaned and fumigated.  APS Charters need to have access to student information/data so that it makes it easier for families to transfer. Trey, Clyde and Mark will attend meetings with Robert and Albuquerque interfaith.  Robert will send out a list of dates.

**Housekeeping (Any possible new members, training hours, planning meetings, etc) -- Update on bank switch**

It’s needed to have the council involved in the definition of the school of first choice. This is critical for Robert and the staff to move forward with school contemporarily. *For Ex.* They need perspectives about how we can handle situations with students who aren’t helping the school academically or non-attendance and want to repeatedly come back. We want to change how students feel irrelevant in education and increase motivation for academic  and future success. No progress on the bank switch. Need to continue to work on bringing a community member and parent on different committees where it's required. Need to bring in new board members as well. Please keep this in mind and send those to Mark Walch.

**Adjourn**

Sylvia McCleary makes the motion to adjourn the meeting. Lawrence Barely seconds the motion. The motion passed unanimously.

Robert F. Kennedy Charter School

Governance Council Meeting

11/18/21