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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, July 21 2022**

**4:30 PM**

**All council members:**

**Roll Call:**

Mark Walch

Lawrence Barela

Tina Garcia-Shams

Clyde Ortiz

Sylvia McCleary

Absent:

Trey Hammond

**Quorum:** Yes

**Staff:**

Robert Baade

Irene Sanchez

Shawn Morris

**Guests:**

Angel Garcia

April Gallegos

**Approval of Agenda:**

Lawrence makes the motion to approve the July agenda. Mark seconds the motion. The motion passes unanimously.

**Approval of meeting minutes:**

Lawrence makes a motion to approve the June 16 meeting minutes. Sylvia seconds the motion. The motion passes unanimously.

Sylvia makes a motion to approve the June 22 special meeting minutes. Lawrence seconds the motion. The motion passes unanimously.

**Public Comment:**

Before public comment begins, Lawrence asks that the website be updated. Irene will handle the updates to the website.

Zia Martinez and 4 high school students that are part of YCC spoke to the council about what they have been doing over the summer including working in other community gardens as well as their own and doing bee keeping. The students all expressed their love for the work and that they have learned a lot about gardening, maintenance, bee-keeping, etc.

**Profile of an RFI Graduate – Presented by Katie Avery**

If we are moving towards RFK being a school of first choice the profile of the graduate will look different. Katie’s proposal focuses on the entire school and wants to know who is missing from the Stakeholder group: NMPED, previous RFK graduate, private industry, City of Abq and country representatives, SVEDC. Katie will come and present to the council over the course of the year. She will be looking at socio-emotional skills, academic & cognitive skills, and student engagement & behavior. Timeline starts in August and ends in June 2023. The graduate profile is a really powerful place to start because you can then backwards plan. Katie will do English, Spanish and we might need sign language. Final product is a narrative report of the process, key findings and learning. The other product is the actual profile of a graduate.

Katie is interested in being on the board but cannot be a board member until her contract is complete.

**Attendance, Behavior and Retention Report**

This will be presented in the Executive Director Report

**Middle School/High School update:**

Shawn presented the middle and high school updates. They are finalizing professional development. Most staff start on August 1. Welcoming several new staff members at both middle and high school. Excited about new teachers and maybe we can invite them to next meeting so we can meet them. Most have years of teaching experience. Students are being enrolled as they come in. Goal is 375

Goal for Middle School – 100

Goal for High Shool – 276

Middle School current enrollment is 63

High School current enrollment is 258

Shawn believes we will meet the goal with lots of new students/parents coming in to enroll. Orientation starts first day of school. YCC students have been working through the summer and are doing great. Looking to get air conditioners updated and also adding refrigerated air. Still waiting on the results of the state assessments.

**Finance Committee Report for June - Discussion and Approval:**

Lawrence informed the board he will be doing a spot audit of the RFK finances focusing on policy for credit cards, P cards, policy on purchase orders and process, review of bank statements and the check signing process. Field work for the formal audit begins August 22, 2022.

Sylvia makes a motion to approve the finance report for June 2022. Lawrence seconds the motion. Motion passes unanimously.

**Cash Disbursement for June- Discussion and Approval**

Lawrence makes the motion to approve the cash disbursement for June. Sylvia seconds the motion. The motion passes unanimously.

**Bars Approval:**

Lawrence makes a motion to approve BAR 001-051-2223-0001-I $49,937. Mark seconds the motion. The motion passes unanimously.

Lawrence makes the motion to approve BAR 001-051-2223-0002-I $2,000. Mark seconds the motion. The motion passes unanimously.

**Voting on New Board Members:**

Mark would like to have a board retreat to get to know each other and understand responsibilities of board. He will try to schedule something in August and will send out an email with potential dates.

Lawrence makes motion to approve April Gallegos as a new board member. Mark seconds the motion. Motion passes unanimously.

Sylvia makes motion to approve Angel Garcia as a new board member. Lawrence seconds the motion. Motion passes unanimously.

**Board Training Hours:**

All board members will start the board training after August meeting. Possibly do the trainings as an entire board. Board also needs to do an evaluation of the board and how we are doing

**Equity Council:**

Robert will be meeting with Jennifer Cornish next week and really wants to move the equity training forward.

**Executive Directors Report:**

RFK was awarded a community school grant for $75K. Will also apply for a federal community school grant through SWEPT, which is more money.

Robert shares data on behavior incidents at the school:

Tobacco use – 56

Disorderly Conduct – 13

Drug Violations – 54

Assault/Battery – 5

Students that fight get suspended for 9 weeks. There is an appeal process

Student Numbers:

295 at end of year – 36 graduates = 259

375 enrollment target

116 openings grade 6-12

Average daily attendance is 73% - this is lower from previous years and believes that COVID has a lot to do with that.

Working on staffing up evening school and growing the student numbers there.

**Housekeeping:**

Clyde is wondering if teachers will be able to meet with students prior to the actual class starting so they understand the expectations, etc.

**Adjourn:**

Clyde makes the motion to adjourn the meeting. Tina seconds the motion. The motion passes unanimously. Meeting adjourned at 6:29 pm.

Robert F. Kennedy Charter School

Governance Council Meeting

July 21 2022

Next Board Meeting: August 18, 2022