

4300 Blake Rd. SW Albuquerque, NM 87121

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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 goals in partnership with their families and the community.

**Governance Council Meeting Minutes Thursday, December 21, 2023**

 **4:30 p.m.**

RFK GC Board President, Mark Walch called a regular GC Meeting on December 21, 2023, at 4:30PM.

**All Board Members:**

Mark Walch, President

April Gallegos, Secretary

Sylvia McCleary, Treasurer

Carlos Caballero

**Zoom:**

Lawrence Barela

**Absent (excused):**

Angel Garcia, Vice President

Michelle Coleman

**Quorum:**

Yes

**Staff:**

Robert Baade

Irene Sanchez

Aaron Arellano

Aradeli Ibarra

Bernadette Arellano

Linda Ortega

Linda Sanchez

Zulma Iguado

Clyde Ortiz

**Guests:**

Bob Edgar

Gabe Pugh

Dan Frampton

Shaine Bechdol

Kristi Bechdol

RFK Students w/ Parents

Charlotte Ortega

SWEPT Students

**Approval of Agenda:**

April Gallegos made a motion to accept the December 21, 2023, Meeting Agenda. Carlos Caballero seconded the motion.

**Approval of Meeting Minutes:**

Mark Walch made a motion to approve the November 2023 Meeting Minutes with the corrections. Lawrence Barela seconded the motion. With a unanimous vote and no one opposing. November 2023 Meeting Minutes are accepted and carried out.

**Public Comment:**

Linda Sanchez, Linda Ortega, Zulma Iguado, Charlotte Ortega (SWEPT Representative) present students with Stipends for growth improvement.

**Middle School.**

MS Principle, Aaron Arellano Reports the following:

* We have completed the first semester of the 2023-2024 school year! Teachers administered the Middle of the Year Star Assessment in both reading and math last week and completed their own content finals this week.
* The MS (Middle School) Staff has decided that as the next semester approaches, major shifting will happen. Deciding to support the current cohorts, shifting students around will make the learning environment more conducive to learning!
* We will also be bringing back to RFK our Refocus Program. This time around, it will be in partnership with the City of Albuquerque. Currently, the Refocus Program is being implemented at RFK HS, but will be shifting to the MS. The program will only be offered to students in eighth grade through twelfth grade. It will be a 9-week program, with a check-in at the 4.5 week-mark. Attendance, behavior, and content grades will all be factors of eligibility. We will also be implementing a point system that is currently in the making.
* Freckle and High Dosage Tutoring continue to be taking place during Advisory, in addition to all other required aspects of Advisory at RFK MS (progress monitoring, social emotional learning circles, etc.).
* Educational Assistance (EA) providers are being shifted as well to support the needs of all students.
* The Spanish teacher at the MS has resigned. Ms. Linda Ortega has graciously come back out of retirement and will teach the Spanish class at the MS.
* Mr. Arellano honored Ms. Ortega for her work and passion for the bilingual program. He, along with many others at RFK, believes that her commitment to the development of the bilingual program at the MS is key and what the students need!
* John Hopkins University. continues to work with our 8th grade Advisory. In January, students will be preparing for their mini career fair. The students will be researching a career they are interested in and then present the information in a career fair type setting.

Current Enrollment at the MS – 69 students (16 – 6th graders, 19 – 7th graders, and 34 – 8th graders)

**High School:**

HS Director, Robert Baade reports the following:

* We have reached the end of the first semester. Finals are complete. Grades are posted.
* There have been more systematic changes this past semester than in the last two years combined. Next semester will see more structural changes than the last three years. With student enrollment at 352, projections of the 80 day (about 2 and a half months) and projected budget reduction of 500,000 should anticipated
* The fall site visit information and the 90-day turnaround plan were given to all board members. Please look over it and the director will be happy to discuss the information during the retreat.
* The beginning process for finding instructional leadership qualifications for a High School Principal will be a priority.
* Mr. Baade will be working on two grants over the break and preparing for the legislation session that starts in January.

**Finance Committee Report:**

Sylvia McCleary makes a motion to approve the Finance Report for November 2023. Carlos Caballero seconded the motion. With a unanimous yes vote and no one opposing, the Finance Report for November 2023 was accepted and carried out.

**Cash Disbursements for Nov 2023:**

Sylvia McCleary makes a motion to approve Cash Disbursements for November 2023 for $405.5053.62. Carlos Caballero seconded the motion. All in favor with a unanimous vote and no one opposing. Cash Disbursements for $405,053.62 are accepted and carried out.

**BARS:**

Lawrence Barela makes motion to approve Bar# 001-0051-2324-0016-I for $14,641.00. Mark Walch seconded the motion. All in favor with a unanimous vote no one opposing. Bar is accepted and carried out.

Lawrence Barela makes motion to approve Bar# 001-0051-2324-0019-D for $29,109.00. Mark Walch seconded the motion. All in favor with a unanimous vote no one opposing. Bar is accepted and carried out

Lawrence Barela makes motion to approve Bar# 001-0051-2324-0020-B for $305,442.00. Mark Walch seconded the motion. All in favor with a unanimous vote no one opposing. Bar is accepted and carried out

**Board Retreat**

The council board retreat was rescheduled for January 6, 2024, at the South Valley Economic Development Center.

**Equity Council Meeting:**

Equity Council met on November 30, 2023. The council had a conversation about the past year. In addition to being more methodical with an approach to documenting the work of the Equity Council. To align with RFK - (i.e., Profile of an RFK Graduate/CLR Framework (visual representation), 90-Plan, Strategic Plan, Career Pathways, etc.). Mr. Arellano will keep the GC Board updated as the Equity Council progresses.

**Executive Director’s Report:**

RFK Executive Director, Robert Baade, report has made way throughout the meeting.

**Housekeeping: training hours & conflict of interest forms:**

* Irene needs a Conflict-of-Interest Form from one more GC Board Member.
* April Gallegos will send training hours as soon as she gets a report back from Mellissa Brown.

**Adjourn**:

April Gallegos makes a motion to adjourn the meeting. Sylvia McCleary seconded the motion. GC President, Mark Walch adjourns at 6:40pm.

**Next meeting:**

January 18, 2024

**Minutes by:**

*RFK GC Board Secretary, April Gallegos*

*RFK MS Office Manager, Aradeli Ibarra*

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***Governance Council Secretary Signature***

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***Date***