

Red River Valley Charter School Governance Council Minutes

Governance Council Regular Meeting

Monday, June 29, 2020

Location: Held via Zoom Virtual Meeting

Mission Statement: To provide every student the opportunity to develop academically, socially and physically through quality learning experiences utilizing the Core Knowledge Curriculum

1 – Opening Business

- a) Call to Order
- b) Meet and Greet - Visitors –Zach Kirchgessner, Melissa Smith, Kimberly Ritterhouse.
- c) Roll Call – Courtney Henderson – Present, Heather Larson – Present, Joe Ben Mandonado - Present, Reed Weimer – Absent, Liz Tate – Absent. Regular Meeting, a quorum was present.
- d) Pledge of Allegiance
- e) Approval of Agenda* – Heather Larson made a motion to approve the agenda for Governance Council Meeting June 29, 2020. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson- Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.
- f) Approval of Minutes* – Heather Larson made a motion to approve the minutes from Governance Council meetings on May 18 and June 1, 2020. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson- Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.

2 – Public Comment – None

3 – Presentation & Reports

- a) Kimberly Ritterhouse, Administrative Report – Communicating with parents regarding comfort level and school re-entry in August. Teachers and Admin will meet later this week via zoom to discuss parent surveys and planning for Aug 2020. Cleaning/Disinfection and safety of students and staff for re-entry. Most classrooms are full; however there are still slots available in 3rd-8th.

4 – Potential Action Items

- a) Monthly Financial Statement* - Zach Kirchgessner presented the financial report and reviewed all the functions, PO's and Bank Statements. All funds and functions are positive. Heather Larson made a motion to approve the Financial Statement as presented by Zach Kirchgessner. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson - Yes. JoeBen Mandonado – Yes. Heather Larson – Yes. Vote in favor was unanimous.
- b) Budget Adjustment Requests* Zach Kirchgessner presented BARs 0018-I, 19-I, 20-I, & 21-IB. Heather Larson made a motion to approve BARs 0018-I, 19-I, 20-I, & 21-IB. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson - Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.
- c) Change in salary increase from 4% to 1%* - Heather Larson made a motion to table the decision. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson - Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.

- d) Approve Wellness Policy* - Council discussed wellness policy and made suggestions for changes in presentation order. The administrator will send copies to all members. Heather Larson made a motion to table the decision. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson - Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.
- e) Approve change of Vigil Group software from AptaFund 3.0 to AptaFund 4.1* - Heather Larson made a motion to accept the change of Vigil Group Software with the understanding that the teacher self-help piece is removed and training is provided to the office manager through the Vigil Group. JoeBen Mandonado seconded. Roll call vote: Courtney Henderson - Yes. JoeBen Mandonado –Yes. Heather Larson – Yes. Vote in favor was unanimous.

5 – Discussion Items

- a) Evaluate the need for an additional cleaning crew. RRVCS does not have a custodian and will require additional cleaning/disinfection/sanitation of classrooms, hallways, bathrooms, common areas, and offices. Historically, RRVCS has contracted a cleaning crew for a weekly clean. With new guidelines, it is necessary to provide more frequent cleaning. Courtney Henderson suggests using Ozonaters. Admin will investigate the possibility and if it complies with CDC and PED guidelines. Two teams of cleaners may work best with the hybrid A/B schedule approach.
- b) Revised Salary Schedule-Council agrees to wait for final recommendations approved by legislature. This should be made know to all by mid-July, 2020.

6 – Administrator Follow-Up-general information was shared with the administrator about performance, official report for Web-EPSS to follow.

7 – Governance Council Self Evaluation.

Closing Business

- a) Announcements – May need a special meeting before the scheduled meeting. Admin will keep GC posted as progression and plans for re-entry solidify.
- b) Next Regular Meeting – Regular Meeting July 20, 2020. Location TBD
- c) Adjournment – Courtney Henderson adjourned the meeting.

Minutes recorded and submitted by Kimberly Ritterhouse, School Administrator.