

Red River Valley Charter School Governance Council Minutes

Governance Council Regular Meeting - Monday, June 21, 2021

Location: Red River Valley Charter School Multi-Purpose Room –

Immediately to follow the Governance Council Work Session

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

1 - Call to Order – President Courtney Henderson called the meeting to order at 6:37 pm

a) Meet and Greet - Visitors – Kimberly Ritterhouse, Zach Kirchgessner.

b) Roll Call – Courtney Henderson – Present, Joe Ben Mandonado – Present, Liz Tate – Present, Heather Larson – Present, Reed Weimer – Present. A quorum was present.

c) Pledge

d) Approval of Agenda* – Liz Tate made a motion to approve the June 21, 2021 agenda. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

e) Approve, Amend or Disapprove of previous meeting minutes*

1) Regular Meeting – May 17, 2021

2) Special Meeting – May 24, 2021

Reed Weimer made a motion to approve the minutes from the May 17th Regular Meeting and the May 24th Special Meeting. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

2 - Public Comment – None

3 – Presentations and Reports

a) Kimberly Ritterhouse presented the Administrative Report. RRVCS' total enrollment is 81 with an SEG of 69. RRVCS is looking for a full-time teacher likely to fill the 3rd & 4th grade position and a full-time educational assistant. Ms. Ritterhouse reviewed academic data from School Year 2021 with the council. RRVCS staff has emptied the portables and awaits Questa Independent School District to remove the portables in order to start building.

4 – Discussion & Potential Action Items

a) Monthly Financial Report* – Zach Kirchgessner presented the financial report and reviewed all the functions, PO's and Bank Statements. The business manager reviewed which funds would carry over into the new fiscal year's budget. BARs will be presented to keep all functions positive. Heather Larson made a motion to approve the financial statement, including the bank register, as presented by Zach Kirchgessner. Reed Weimer seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

b) Budget Adjustment Requests (BARs)* - BARs 40-I, 41-I, 42-M, 43-M, 44-M, 45-I, 46-IB, 47-M, 48-M, 49-I, 50-M and any last minute BARs required by the PED that were not delivered 72 hours in advance of the meeting. The Business Manager presented and reviewed the BARs. Reed Weimer made a motion to approve BARs 40-I, 41-I, 42-M, 43-M, 44-M, 45-I, 46-IB, 47-M, 48-M, 49-I, and 50-M. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

- c) Discussion & Potential Action on Vigil Group SY22 Contract* - The council reviewed the Vigil Group contract. Liz Tate made a motion to approve the Vigil Group SY22 Contract. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- d) Discussion & Potential Action on SY22 Transportation Contract* - The council reviewed the SY22 Transportation Contract. Reed Weimer made a motion to approve the SY22 Transportation Contract. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- e) Discussion & Potential Action on Matthews Fox to review & update policies* - Ms. Ritterhouse expressed to the council the option to allow Matthew Fox to review and update all RRVCS’ policies. After discussing which policies may potentially need review and updating, Heather Larson made a motion to approve to allow Matthews Fox to review and update any existing policies at the discretion of the RRVCS Head Administrator and Governance Council. Reed Weimer seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- f) Discussion & Potential Action on ESSER III funds to purchase Conscious Discipline curriculum & pay stipend trainer* - Heather Larson made a motion approve the use of ESSER III funds to purchase Conscious Discipline curriculum in part or in full and pay a stipend to a trainer in part or in full. Liz Tate seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- g) Discussion and Potential Action on SY22 Re-entry Plan* - Reed Weimer made a motion to approve a SY22 Re-entry plan for in person learning without a virtual learning option, unless the NM PED requires otherwise. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

5 – Executive Session

- a) Consideration for approval to convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, section 10-15-1(H)(2) Limited Personnel Matter for the purpose of discussion staff contracts* - Reed Weimer made a motion to enter into executive session. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- b) Reconvene and statement of closure*- Reed Weimer made a motion to exit executive session. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed. Only Limited Personnel Matters, including the Head Administrator evaluation was discussed in Executive Session. No actions or votes were taken.

6 – Closing Business

- a) Announcements – none
- b) Next regular meeting – July 19, 2021
- c) Adjournment – Courtney Henderson adjourned the meeting at 7:43 PM

Minutes recorded and submitted by Liz Tate - Secretary