

# Red River Valley Charter School Governance Council Minutes

**Governance Council Regular Meeting**  
**Monday, November 16, 2020 - 5:30 pm**  
**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 – Call to Order – Courtney Henderson called the meeting to order at 5:35 pm
  - a) Meet and Greet - Visitors –Zach Kirchgessner, Kimberly Ritterhouse, Kinsey Webb, Melissa Smith, Ashley Mascarenas, Donna Mullinnix
  - b) Roll Call – Courtney Henderson – Present, Heather Larson – Present, Joe Ben Mandonado – Present, Reed Weimer – Present, Liz Tate – Present. Regular Meeting, a quorum was present.
  - c) Pledge of Allegiance
  - d) Approval of Agenda\* – Joe Ben Mandonado made a motion to approve the agenda for Governance Council Meeting November 16, 2020. 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.
  - e) Approve, Amend or Disapprove of previous meeting minutes\*
    1. Regular Meeting October 26, 2020  
Heather Larson made a motion to approve minutes from Regular Meeting October 26, 2020 with the amendment of item 4.g., correcting ‘local electrician’ to ‘local general contractor with HVAC certification’. Joe Ben Mandonado 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 – Sarah Parker submitted a statement presented by Kimberly Ritterhouse: Due to the recent local rise in COVID cases, Ms. Parker is in favor of moving to 100% online learning. Ms. Parker is willing to create a virtual school club to support social and emotional learning.
- 3 – Presentation & Reports
  - a) Kimberly Ritterhouse, Administrative Report – RRVCS’ current SEG is 72 students. In order to financially support the school long term, RRVCS needs an SEG of 74 students. Due to keen budgeting and carryover, RRVCS budget will have minimal impact with the current SEG. PED Renewal hearing is scheduled for December 10<sup>th</sup>. Loss of learning continues to be an issue statewide, but RRVCS teachers and staff are going above and beyond to reach students and support families. Weekly art and PE classes are being incorporated into virtual learning.
- 4 – Discussion & Potential Action Items
  - a) Discussion & Vote on Hybrid Model, Small Group or 100% Remote Learning until January 15, 2021\* - With input from the Administrator and teachers, the council discussed the benefits to in-person learning, as well as the potential health risks. Due to the rise in Covid-19 cases in the county, local area and a positive case within the school, the risk of contraction increases. Reed Weimer made a motion to move to 100% remote learning until January 15, 2021. Joe Ben

Mandonado 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) Monthly Financial Statement\* - Zach Kirchgessner presented the financial report and reviewed all the functions, PO's and Bank Statements. The business manager and school administrator continue to look into ways to use CARES Act funding. Mr. Kirchgessner explained a tax penalty that occurred approximately 10 year ago, of which the IRS would not release details. RRVCS will move forward in paying the penalty. Heather Larson made a motion to approve the Financial Statement as presented by Zach Kirchgessner. 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.
- c) Budget Adjustment Requests\* - Zach Kirchgessner presented BARs 15-I and 16-M. Liz Tate made a motion to approve BARs 15-I and 16-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.
- d) Discussion and Vote Member of ACES\* - Joint Powers Agreement\* - Liz Tate made a motion to approve the Member of ACES-Joint Powers Agreement. Joe Ben Mandonado 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 and Vote on Revised QISD Lease Agreement by Matthews/Fox and Adams & Crow\* - The council reviewed changes and edits to the QISD lease, made by Matthews/Fox & Adams & Crow. Liz Tate made a motion to approve the Revised QISD Lease Agreement. 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.

#### 5 – Executive Session\*

- a) Consideration for approval to convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, 10-15-1(H)(2) Limited Personnel Matters for the purpose of discussing staff contracts. Heather Larson made a motion to enter into executive session, 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. Liz Tate 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.
- b) Reconvene and statement of closure – Only matters listed on the agenda were discussed during executive session. No actions or votes were taken.

#### 6 – Closing Business

- a) Announcements – None
- b) Next Regular Meeting – December 14, 2020.
- c) Adjournment – Courtney Henderson adjourned the meeting at 6:40 pm.

Minutes recorded and submitted by Liz Tate, Secretary.