

# Red River Valley Charter School Governance Council Minutes

**Governance Council Regular Meeting  
Monday, December 14, 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 5:30 pm
  - a) Meet and Greet - Visitors –Zach Kirchgessner, Kimberly Ritterhouse
  - b) Roll Call – Courtney Henderson – Present, Heather Larson – Absent, Joe Ben Mandonado – Present, Reed Weimer – Present, Liz Tate – Present. Regular Meeting, a quorum was present.
  - c) Pledge of Allegiance
  - d) Approval of Agenda\* – Liz Tate made a motion to approve the agenda for Governance Council Meeting December 14, 2020. Joe Ben Mandonado seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado –Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
  - e) Approve, Amend or Disapprove of previous meeting minutes\*
    1. Regular Meeting November 16, 2020  
Reed Weimer made a motion to approve minutes from Regular Meeting November 16, 2020. Joe Ben Mandonado seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- 2 – Public Comment – None
- 3 – Presentation & Reports
  - a) Kimberly Ritterhouse, Administrative Report – Ms. Ritterhouse presented the report. RRVCS’ current SEG is 72 students, with 14 spaces to fill. RRVCS continues to stay in remote learning. Ms. Ritterhouse presented the possibility of small group 5:1 and move to hybrid if the county returns to green status. Additionally, the concern of substitutes and moving back and forth from in person to online learning are concerns. Teachers are continually reaching out to students and families, offering support and resources. Absences continue to be an issue for a small percentage of families. Lesson recordings are made available to ensure that content is accessible. Academic data tracking in Reading shows growth, but data should be considered with caution as the potential for parent and guardian assistance increases during at home learning. The building committee will meet on December 16. Hybrid Re-entry will need to be discussed at the next governance council meeting in order to allow sufficient time to meet NM PED staff COVID testing requirements for potential reopening.
- 4 – Discussion & Potential Action Items
  - a) Monthly Financial Statement\* - Zach Kirchgessner presented the financial report and reviewed all the functions, PO’s and Bank Statements. RRCVS has a projected carryover of \$316,000.00. RRVCS will see a decrease in the operation budget due to PED reduction in Title 1, as well as a decrease due to not meeting the growth projection. Business manager will present BARs to

ensure that all Fund and Functions are positive prior to the end of the year. Liz Tate made a motion to approve the Financial Statement as presented by Zach Kirchgessner. Joe Ben Mandonado seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado –Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

- b) Budget Adjustment Requests\* - Zach Kirchgessner presented BARs 17-D, 18-M, 19-M, 20-D, 22-I, 23-I, 24-I, 25-I & 26-I. Liz Tate made a motion to approve BARs 17-D, 18-M, 19-M, 20-D, 22-I, 23-I, 24-I, 25-I & 26-I. Joe Ben Mandonado seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado –Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- c) Discussion and Vote to accept Taos Community Foundation Grant Agreement – COVID related education needs for \$1869.00\* - Liz Tate made a motion to accept the Taos Community Foundation Grant Agreement. Reed Weimer seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado –Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- d) Discussion and Vote to accept GEER Fund grant\* - Reed Weimer made a motion to accept the GEER Fund grant. Liz Tate seconded. Roll call vote: Courtney Henderson- Yes. Joe Ben Mandonado –Yes. Liz Tate – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- e) Discussion regarding McKinney Vento Policy Update- Ms. Ritterhouse informed the council that she is working on a policy update in the interim, for site visit purposes. If needed, the policy can be revisited once Patty Matthews, the school lawyer, and/or PCSNM provide the needed information.
- f) Review of Annual Charter Site Visit – The Governance Council and Administrator reviewed the annual site visit from SY20. RRVCS received extremely positive feedback. The administrator will provide responses to any items needing clarification.

#### 5 – Closing Business

- a) Announcements – None
- b) Next Regular Meeting – January 11, 2021.
- c) Adjournment – Courtney Henderson adjourned the meeting at 6:44 pm.

Minutes recorded and submitted by Liz Tate, Secretary.