

Red River Valley Charter School Governance Council Minutes

Governance Council Meeting

Monday, March 16, 2020

5:30 PM

Multi-Purpose Room

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- present via phone, Kinsey Webb, Lorie Hawkes, Melissa Smith, Donna Mullinnix, Rebecca Pockrandt, Tonya Lewis.
- c) Roll Call – Courtney Henderson – Present, Heather Larson – Present, Joe Ben Mandonado - Present, Reed Weimer – Present, Liz Tate – Present. Regular Meeting, a quorum was present.
- d) Pledge of Allegiance
- e) Approval of Agenda* – Reed Weimer made a motion to approve the agenda for Governance Council Meeting March 16th, 2020. Liz Tate seconded, vote in favor was unanimous.
- f) Approval of Minutes* – Liz Tate made a motion to approve the minutes from Governance Council meeting February 17th, 2020. Joe Ben Mandonado seconded, vote in favor was unanimous.

2 – Public Comment – None

3 – Presentation & Reports

- a) Donna Mullinnix, Classroom Report – Mrs. Mullinnix briefed the council on the Kindergarten class schedule and Core Knowledge curriculum in Reading & History. Students practice reading, phonics and writing by rotating through centers in small groups to receive more one on one attention. Students are incorporating art with the learning about U.S. presidents.
- b) Kimberly Ritterhouse, Administrative Report – Mrs. Ritterhouse presented the report. Current enrollment is on track with SY2019. Testing and teacher evaluations have come to a halt due to the mandatory school closure.

4 – Potential Action Items

- a) Monthly Financial Statement* - Zach Kirchgessner presented the financial report via phone and reviewed all the functions, PO's and Bank Statements. All funds and functions are positive, with a healthy projected carry over in to the next school year. Heather Larson made a motion to approve the Financial Statement as presented by Zach Kirchgessner via phone. JoeBen Mandonado seconded, vote in favor was unanimous.
- b) Budget Adjustment Requests* - None

5 – Discussion Items

- a) Corona Virus & Action Plan – Council discussed the current school mandates given by the PED & Governor Lujan Grisham. The school is providing breakfasts & lunches to-go and are distributing at a central location. Teachers are providing packets and/or online educational resources for families, in

order to keep students educationally engaged during the closure. Information is being gathered as to the number of students with access to Internet or cellular data, in the case that schools remain closed and online education becomes mandatory.

- b) Annual Site Visit Exit Interview – The Council discussed the positive feedback from Karen Woerner at the site visit exit interview.
- c) Charter School Renewal – Council and Staff began brainstorming on new mission goals required for renewal and begin organizing presentation information for the renewal hearing. The school’s safety plan is up to date.
- d) Absenteeism & Attendance Incentives – current absenteeism is high due to winter sickness. Council discussed a School Information System for SY20-21 and the possibility of hiring an Attendance Clerk to track attendance and follow up with parents.
- e) Administrator Evaluation – Administrator Kimberly Ritterhouse requested a mid year evaluation for SY20-21. Council will begin preparing the yearly Administrator evaluation for May.

6 – Other – none

7 – Closing Business

- a) Announcements – None
- b) Next Regular Meeting – April 20th, 2020 at 5:30 pm at the Red River Valley Charter School Multi Purpose Room.
- c) Adjournment – Courtney Henderson adjourned the meeting at 7:10 pm.

Minutes recorded and submitted by Liz Tate, Secretary.