

Red River Valley Charter School Governance Council Minutes

Governance Council Regular Meeting

Monday, August 16, 2021

5:30 PM

Multi-Purpose Room, Red River Valley Charter School

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

- a. Meet and Greet – Mary Hagemann (by phone), Kimberly Ritterhouse, JP Romero (by phone)
- b. Roll Call – Courtney Henderson – Present, Heather Larson – Present, Joe Ben Mandonado – Present, Reed Weimer – Present, Liz Tate – Present. A quorum was present.
- c. Declaration of Conflict of Interest – JoeBen Mandonado declared a conflict of interest on item 4.g and chose to abstain from a vote.
- d. Pledge
- e. Approval of Agenda* – Liz Tate made a motion to approve the agenda for the governance council meeting of August 16. Heather Larson seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- f. Approve, Amend or Disapprove of previous meeting minutes*
 1. Work Session – June 21, 2021
 2. Regular Meeting – June 21, 2021
 3. Special Meeting – July 13, 2021
 4. Regular Meeting – July 30, 2021

Liz Tate made a motion to approve the listed minutes, with the change of removing item 1.f.4 as they had been previously approved. Heather Larson seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.

- g. Approve, Amend or Disapprove of Consent Agenda*
 1. Potential Action to accept SRSA Grant of \$7955.00
 2. Potential Action to approve Dental Policy & opt out form
 3. Potential Action to approve MOU Taos Behavior Health
 4. Potential Action to approve Cleaning/Disinfection Proposal
 5. Potential Action to approve COVID Response-Supplemental School Policies/Procedures Guidebook
 6. Potential Action to amend the School Calendar, moving Friday school from September 10 to September 24

Liz Tate made a motion to approve the Consent Agenda with the change to move item 1.g.5 to item 4.i and item 1.g.6 to item 4.j. Reed Weimer seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.

2 – Public Comment - None

3 – Presentation and Discussion

- a. Administrative Report – School Administrator Kimberly Ritterhouse presented the report. Current enrollment is 74 with an SEG of 62. The Portable buildings are being removed and staff has worked well together to adjust to space within the buildings. Governance Council elections will take place September 7-10, with letters of intent to run due on September 3rd.

4 – Discussion & Potential Action Items

- a. Monthly Financial Statement* - Mary Hagemann presented the monthly financial report, reviewing the operating budget, PO's, and bank reconciliation and register. Reed Weimer made a motion to approve the monthly financial statement. Heather Larson seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- b. Budget Adjustment Requests (BARs)* - Business Manager presented BAR 001-I. Liz Tate made a motion to approve BAR 001-I. Reed Weimer seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- c. Discussion & Potential Action on Cordova Construction & Development Contract* - the council reviewed the contract and requested clarification regarding potential additional costs and the role of the architect. JP Romero gave clarification. Heather Larson made a motion to approve the Cordova Construction and Development Contract. Reed Weimer seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- d. Discussion & Potential Action to use non-discretionary waiver 'Individual Class Load' to increase enrollment cap of 6th-8th grade to 20, if need arises* - No longer applicable. No action needed.
- e. Discussion & Potential Action to utilize non-discretionary waiver for 'Evaluation Standards for School Personnel'* - Kimberly Ritterhouse expressed to the council that a waiver would allow RRVCS to better incorporate its mission statement and Core Knowledge into its evaluation standards. Heather Larson made a motion to utilize the non-discretionary waiver for 'Evaluation Standards for School Personnel'. Reed Weimer seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- f. Discussion & Potential Action to accept teacher, educational assistant, and administration contracts* - The council reviewed the SY22 contracts. Liz Tate made a motion to accept all SY22 contracts. Heather Larson seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed.
- g. Discussion & Potential Action to approve the consideration to hire of Teresa Mandonado for position of cook* – In consideration of Nepotism Policy – The council reviewed the nepotism policy and the Conflict-of-Interest statement. The board acknowledged the conflict of interest, being the job candidate is a spouse of a board member. The board also acknowledged that the position has been open and posted since July, with no other applicants and the job candidate is qualified for the position. RRVCS is offering a competitive hourly rate and filling the position of cook is in the best interest of the school and students. Heather Larson made a motion to approve the consideration to hire Teresa Mandonado for position of cook. Liz Tate seconded. Vote: Courtney Henderson – yes. Liz Tate – yes. Heather Larson – yes. Reed Weimer – yes. Vote in favor was unanimous, motion passed
- h. Discussion & Stakeholder Input on use of ARP (ESSER III) funds – No stakeholder comment or input was given. Ms. Ritterhouse commented that other means of input such as surveys have continuously suggested ARP funds be used for the new building project and playground equipment.

- i. Potential Action to approve COVID Response-Supplemental School Policies/Procedures Guidebook* The council reviewed the Covid Guidebook. Liz Tate expressed that although shes knows the school must follow NM PED requirements, she did not approve of the guidebook. Heather Larson made a motion to approve the Covid Response-Supplemental School Policies/Procedures Guidebook. Reed Weimer seconded. Vote: Courtney Henderson – yes. JoeBen Mandonado – yes. Liz Tate – no. Heather Larson – yes. Reed Weimer – yes. Vote was split 4 in favor, 1 opposed. Motion passed.
- j. Potential Action to amend the School Calendar, moving Friday school from September 10 to September 24* - No longer applicable, no action needed

5 – Closing Business

- a) Announcements - None
- b) Next Regular Meeting – September 20, 2021
- c) Adjournment – Courtney Henderson adjourned the meeting at 6:57pm.

Minutes recorded by Liz Tate, secretary