

Approved

**RIO GRANDE ACADEMY OF FINE ARTS
GOVERNING BOARD MEETING
AGENDA
September 17, 2024**

GOVERNING BOARD MEMBERS

**Kathy McClendon, President
Dr. Susan McConnell, Vice President
Oren Ran, Treasurer
Corrine Teller, Secretary
Amer Child, Member
Dana Flores, Member**

GOOGLE MEET virtual meeting

Topic: RioGAFA Governing Board

RioGAFA Board Meeting

Tuesday, September 17, 2024 6:30 – 8:00pm

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/btz-iihn-hms>

Or dial: (US) +1 318-414-0157 PIN: 410 268 284#

***Denotes potential action items for the Board**

NOTE: Agenda items can be added to the agenda for discussion, but they are not actionable. The Governance Board attempts to follow the order of items as listed, however, the order of specific items may vary from the printed agenda.

Public Comment:

- a. Members of the public who wish to speak at the Governing Board meeting, must sign-up prior to the meeting on the Public Comment sign-up sheet. The Governance Board President will set the time limit per presenter at the beginning of the meeting based on the number of persons signed up to address the Board. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order.
- b. If the meeting is held virtually, public comment will be allowed during the meeting via Zoom. To speak during public comment, please email your request to speak with your name to up to twenty-four hours prior to the meeting to kathy.mcclendon@riograndeacademyoffinearts.com - Speakers will be unmuted in order to address the Governance Board. Public comments will be limited to 3 minutes or based on the number of speakers. The public may also email comments to Kathy McClendon at kathy.mcclendon@riograndeacademyoffinearts.com - Emailed comments will be kept with the records of the meeting.

The following format is not indicative that each thing is up for discussion, but a framework in which to fit the Board's business for meeting purposes.

AGENDA

A. WELCOME AND CALL TO ORDER at 6:31pm (turn ON the recording) *President*

B. ROLL CALL of Board Members & Welcome Staff and Guests *Vice President*

a. Board Members:

- i. Cathy McClendon
- ii. Oren Ran
- iii. Corinne Teller
- iv. Amer Child
- v. Susan McConnell
- vi. Sam Gonzales joined at 6:51pm

b. Visitors:

- i. Rebeka R (business manager)
- ii. Kelci Pike
- iii. Eliza Quintero (assistant business manager)
- iv. Sam Gonzals

C. *Motion to *ADOPT THE AGENDA -

Governing Board

a. Motion to make amendments to correct errors. Reformat of Agenda to clean up

- i. 1st- Amer
- ii. 2nd- Susan
- iii. All others in favor

D. *Motion to *APPROVE MINUTES of August 20, 2024

Governing Board

a. Motion to accept minutes as presented

- i. 1st - Kathy
- ii. 2nd- Susan
- iii. All others in favor

E. STUDENT PRESENTATION (When Available)

RioGAFA

a. No presentation

F. FINANCIALS REPORT

Rebekah R

a. *Motion to *APPROVE August Financial Report incl. BARs

i. BARs

1. 11000-0002-I for SEG Increase
2. 11000-0006-T not purchasing building so moving from Capital funds
3. 21000-0007-D Universal Free Lunch initial allocation was less than budgeted
4. 24154-0008-T Title II moving \$1000 from 1000 to 23000
5. 31400-0009-M to clean up budget moving from fixed assets to construction services for portables
6. 24101-0010-M to move funds within 1000 function

ii. Financial Reports

1. Check Listing was reviewed
2. SEG to be much less than expected due to expected 40th day count. Should be ok though since more than \$1M is unencumbered/unspent. 21000 and 24106 over encumbrance to be released by next month to match budget.
3. \$586k cash balance budgeted but audited cash should be \$646k
4. At about 4mo of cash liquidity- going up slightly

iii. Motion to approve financial packet including stated BARs, reconciliation and checks

1. 1st - Susan
2. 2nd- Oren
3. All other members in favor

b. *Motion to *APPROVE Blanket Bar if needed

Governing Board

i. n/a

G. *Motion to *APPROVE Directors' Stipends

Rebekah R (business manager)

- a. \$2000 after 1st semester, \$2000 for 2nd semester for each Director, each semester on top of Contracted Salary negotiated already. These funds are already budgeted. Retention stipends will also be offered to other employees returning this year.
- b. Motion to Approve Directors Stipend and Directors Amount
 - i. 1st - Kathy
 - ii. 2nd- Oren
 - iii. All other members in favor

H. *Motion to *APPROVE Audit Policy (if needed)

Governing Board

- a. No motion needed, more of a discussion item, as recommended by the auditors so that they can review and approve.
- b. GASB change on how to capitalize fixed assets. If one 'smartboard' was less than the \$5k would not be capitalized but if a group of boards were purchased and went over the \$5k would be capitalized. We need to determine what would be capitalized.
 - i. Kathy recommended talking to attorney.
 - ii. Susan suggested \$30k.
 - iii. Corinne recommended going with a higher amount, 2-5% of school's assets either now or when we have reached full growth.
 - iv. Oren agreed.
 - v. Rebekah suggested a dollar amount and \$60k, as another school had set.
 - vi. Kathy requested Oren meet with Rebekah and Jordan
 - vii. After further information from Rebekah this is a discussion, not action, to be tabled until a later meeting

I. *Motion to *APPROVE RioGAFA Inventory Certification

Governing Board

- a. Every year schools do an inventory to verify assets are there. Statute requires GC certifies this inventory as an action item.
- b. Rebekah showed inventory listing which includes any individual item over \$5k. No asset disposals or additions
- c. Motion- to approve inventory
 - i. 1st - Amer
 - ii. 2nd- Kathy
 - iii. All other members in favor

J. *Motion to *APPROVE Governing Board Contract with Kelly Calahan
Governing Board

- a. Kathy- Full GB Coach/Mentor so that as new members come in that serve in positions can be guided through that. Using this contract until now has helped to make sure members complete training and Directors can go to her with questions. She has helped us to be prepared and saved us money compared to using attorney. Informs the GB in advance, before the GB would know they needed to know.
- b. Susan- agreed with Kathy. Don't have to recreate the wheel, can use resources already used and helps us to make things personalized and unique for RioGAFA.
- c. Oren- she is a wonderful resource
- d. Motion to approve GC contract with Kelly Calahan
 - i. 1st- Kathy
 - ii. 2nd- Susan
 - iii. All other members in favor

K. *Motion to approve OMA Statement

Governing Board

- a. Kathy- changed: All meetings shall be held via zoom or until a physical location is needed. All other language is pretty standard
- b. Susan- recommended changing Zoom to something more general and changing language of

- physical location
- c. Sam Gonzales (legal) recommended language that ‘shall be held at Location or virtually via Zoom with link posted to agenda’. Kathy updated OMA to reflect this change.
- d. Motion to accept OMA Resolution with changes made
 - i. 1st- Susan
 - ii. 2nd- Amer
 - iii. All other members in favor

L. Discussion for Grievance Policy Requirement from PEC *Governing Board*

- a. Michele- We have a grievance policy but not a policy as required now. So to be discussed tonight. Does not sound like we need to have it done right now, but later at charter renewal. Per attorney Sue Fox at the PCSNM meeting the rule is around certain programs, not general complaints.
- b. Sam Gonzales (legal)- can send a template for this.
- c. Susan- confirmed we have a policy for staff and families/students. The new rule requires it be extended to the community.
- d. Kathy requested Sam G send over a template to be used as guidance.
- e. Jordan and Michele will upload the policies we currently have and this will be good for now.
- f. Susan wants to know more specifically is required and then work on a policy as needed

M. PCSNM Facilities Day announced

N. INSTRUCTIONAL and OPERATIONS

RioGAFA Directors

a. Topics to Consider

i. Directors’ Report

- 1. Michele
 - a. Enrollment 190 at Aug
 - b. Community event- did a backpack giveaway
 - c. Jordan is at the CSGF meeting to learn more about recruitment

ii. DATA Reporting

- 1. Michele
 - a. Elementary Data Tracking- Math and Reading- Istation BOY results
 - i. Math- 36% in L1, 16.8% in L2
 - ii. Reading- 33% in L1, 18.4% in L2
 - iii. iMSSA- for 3rd grade to allow for testing practice and good for teachers to know where interventions are needed
 - b. Middle School
 - i. iMSSA is also done. Reviewed results for 6th, 7th and 8th. To be done 3 times a year- good for testing practice as well and for teachers to know where focus is needed
 - c. 90 day DASH plan- worked on with instructional coaches to see where students are, what they need and what is achievable. Goals were set around growth.
 - d. We have a very good sense of where our students are, where we need to grow to and what needs to be done. Adult growth = Student Growth

b. Facilities Update

Facilities Team

- i. Committee did not get to meet so nothing to discuss

c. Documents Notice (if needed)

President

- i. n/a

O. GOVERNING BOARD COMMENTS

Governing Board

NEXT Scheduled Meeting October 15, 2024

ADJOURNMENT at 8:01pm (turn OFF the recording)

If you are an individual with a disability in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Jordan Franco at jordan.franco@riograndeacademyoffinearts.com at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Jordan Franco at the phone number or email address above if a summary or other type of accessible format is needed.

Compiled by Corinne Teller, RioGAFA GB Secretary

Approved October 15, 2024