

APPROVED JUNE 7 2022
RIO GRANDE ACADEMY OF FINE ARTS
GOVERNING BOARD MEETING MINUTES

May 3, 2022

Governing Board Members

KATHY MCCLENDON, President
DR. SUSAN MCCONNELL, Vice President
LEE BALDWIN, Treasurer
DR. JENN PEÑA, Secretary
CHRISTINE MYA-SAN
AMER CHILD
MARY ELLEN DANNENBERG

***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.

AGENDA

A. WELCOME AND CALL TO ORDER President @ 6:35PM

B. ROLL CALL of Board Members AND Welcome Staff and Guests Dr. Jenn Peña

- a. Kathy McClendon, President
- b. Dr. Susan McConnell, Vice President
- c. Lee Baldwin, Treasurer
- d. Dr. Jenn Peña, Secretary
- e. Amer Child
- f. Mary Ellen Dannenberg
- g. Christine Mya-San Absent
- h. Guest: Kelly Callahan
- i. Director: Jordan Franco
- j. Director: Michele Platis

C. C. *ADOPTION OF THE AGENDA: President

- a. Motion by Jenn Peña, seconded by Lee Baldwin
- b. Unanimously approved

D. PLEDGE OF ALLEGIANCE & SALUTE TO THE NEW MEXICO FLAG: All Invited

E. *APPROVAL OF MINUTES FROM APRIL 5, 2022: Governing Board

- a. Motion by Lee Baldwin, seconded by Amer Child

F. STUDENT PRESENTATION (When Available): RioGAFA

- a. Future meetings- opportunity for students to present

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.

G. OPERATIONS: Jordan Franco

- a. Property/Site - 80% painted. Asking Connie for the project list to see how the landlord is moving forward. Walls painted, floors not cleaned, landscape not started. Jordan will keep closer watch on this.
- b. Electronics - submitting quotes to CSD to ensure they are allowable expenses through CSP. So far, everything is allowable.
- c. Construction/Repairs - Jordan is checking in regularly. Two banners have been ordered to provide visibility.
- d. Staffing - no hiring yet, due to low enrollment numbers

H. INSTRUCTIONAL: Michele Platis

- a. Curriculum - purchasing through CSP Grant- Open Up Resources- working on scope and sequence and curriculum maps
- b. Schedule - solidified- 8/8/2022- 6/1/2023
- c. Professional Development/Training 7/25/22- 8/5/22, 6/2/23, plus a few days in the middle
- d. Teacher- one person has a letter of intent to hire, Jacqueline Peña. We have another we plan to offer a letter to
- e. Students - student recruitment (Jordan)-
 - i. Lottery pulled, 110 families, only 40 enrolled initially
 - ii. Many families did not enroll because of distance (they thought closer to Cottonwood Mall)
 - iii. Re-evaluated their recruitment, took on a more personal approach
 1. Attended local events, such as South Valley Pride Day, South Valley Farmers Market (weekly), looking into Los Ranchos Farmers Market
 - iv. Now have 54 students enrolled
 - v. Recruitment is the priority- only hiring teachers as allowed by enrollment

I. FINANCIALS

- a. Finance Committee: Lee Baldwin
- b. *Approve March and April Financial Reports: Governing Board
 - i. Motion to approve the financials by Amer Child, seconded by Lee Baldwin
 - ii. Passed unanimously
 - iii. Approval of checks and expenditures
 1. Motion to approve by Jenn Peña, seconded by Amer Child
 2. Passed unanimously
- c. *FAEA (Fine Arts Education Act): Director Platis
 - i. Request for Application
 - ii. Funds for fine arts, K-6th grades
 - iii. Streamlined application process, want to be sure funds are being used for arts
 - iv. 3% must go toward professional development
 - v. Will pay for teachers (since it is arts integrated), as well as local artists in the artistry block

J. GOVERNANCE

- a. *Monthly Meeting Day Beginning July (i.e., 2nd or 3rd Thursday): Governing Board
 - a. Motion to consider changing the meeting day by Lee Baldwin, seconded by Amer Child
 - b. Changing the date of the governing board meeting is important to make sure the business manager is able to get the current report to the board prior to the meeting.
 - c. Discussion to move meetings to the 3rd Tuesday of the month, beginning in July. This

- will be voted on at the June meeting.
- d. In May, we will have a special meeting to approve the budget.
- e. Lee Baldwin withdrew the motion to change the meeting date today. Will revisit next month.
- b. *PEC Contract Approval: Governing Board
 - a. Motion to approve the contract between the NM PEC and RioGAFA by Dr. Susan McConnell, seconded by Lee Baldwin.
 - b. Detailed review of mission specific goals/performance framework.
 - c. Move to amend the motion to approve the PEC contract, with the recommendation to remove the stricken sections by Dr. Susan McConnell. Seconded by Amer Child.
 - d. Roll Call Vote:
 - i. Kathy McClendon- yes
 - ii. Dr. Susan McConnell- yes
 - iii. Lee Baldwin- yes
 - iv. Dr. Jenn Peña- yes
 - v. Amer Child- yes
 - vi. Mary Ellen Dannenberg- yes
 - e. Motion carries unanimously
- c. *Section 218 Agreement: Director Franco
 - a. Motion to approve Section 218 agreement by Lee Baldwin, seconded by Kathy McClendon.
 - b. Discussion regarding whether to offer Section 218 Agreement SSA benefits to employees
 - c. Motion passes unanimously
- d. *Letter of Concern regarding CSP process: Governing Board
 - a. Motion to consider sending a letter to PED regarding the CSP Process and concerns about the process by Dr. Jenn Peña, seconded by Amer Child.
 - b. Discussion of concerns regarding delays with CSP.
 - c. Amended motion to send a letter to PED regarding the concerns, as discussed, with copies sent to appropriate members of the Public Education Department and other government agencies.
 - i. Motion passes unanimously
- e. *Policies Governance Committee
 - i. POLICY: Background Check (updated)
 - ii. POLICY: Volunteers (updated)
 - iii. Already approved, no further action needed

K. *CONSENT AGENDA ITEMS (Action): Governing Board

Note: Policies can be seen in the shared Board Meeting folder

- a. Motion to approve amended consent agenda policies by Lee Baldwin, seconded by Amer Child
- b. Motion approved unanimously
- c. POLICY: Background Check (updated)
- d. POLICY: Volunteers (updated)
- e. POLICY: Evaluation of Director/s Timeline (updated)
- f. POLICY: Conflict of Interest (updated)
- g. POLICY: Enrollment Policy (updated)
- h. POLICY: Hiring of Director/s (updated)

- i. POLICY: Evaluation of Director/s (updated)
- j. POLICY: Student/Guardian Complaint (updated)
- k. POLICY: Employee Complaint(updated)
- l. POLICY: Governing Board By-Laws (updated)
- m. POLICY: Lottery Policy (updated)
- n. POLICY: Anti-Nepotism (updated)
- o. POLICY: SAT Student Assistance Team (updated)
- p. POLICY: Alcohol, Tobacco, and Drug Free (updated)
- q. POLICY: Anti-Bullying (updated)
- r. POLICY: Bilingual Biliteracy(updated)
- s. POLICY: Code of Ethics(updated)
- t. POLICY: Distance/Remote Learning (updated)
- u. POLICY: English Language Learners Program (updated)
- v. POLICY: Grade Change (updated)
- w. POLICY: Gun Free Schools (updated)
- x. POLICY: Student Immunization (updated)
- y. POLICY: Internal Controls (updated)
- z. POLICY: Medical Cannabis (updated)
- aa. POLICY: Parental Notification (updated)
- bb. POLICY: SIS Security(updated)
- cc. POLICY: Staff Discipline (updated)
- dd. POLICY: Students' Rights and Responsibilities(updated)
- ee. POLICY: Use of Pesticides (updated)
- ff. POLICY: Ethical Code of Conduct to Disseminate to Employees (updated)

L. FOUNDATION: Foundation Representative

- a. Foundation Report - no report

M. DIRECTOR/S COMMENTS: Directors

- a. Zoom meeting for next CSP disbursement
- b. Opportunities for Board Members to help promote enrollment

N. GOVERNING BOARD COMMENTS: Governing Board

O. ADJOURNMENT President @8:33PM

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