

DRAFT

**RIO GRANDE ACADEMY OF FINE ARTS
GOVERNING BOARD MEETING
MINUTES
February 20, 2024**

GOVERNING BOARD MEMBERS

**Kathy McClendon, President
Dr. Susan McConnell, Vice President
Dr. Jenn Pena, Secretary
Christine Mya-San
Amer Child
Dana Flores
Oren Ran**

AGENDA

A. WELCOME AND CALL TO ORDER at 6:35PM by Kathy McClendon

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

BOARD MEMBERS

- a. Kathy McClendon, President - present
- b. Dr. Susan McConnell, Vice President - present
- c. Dr. Jenn Peña, Secretary - present
- d. Christine Mya-San - absent
- e. Amer Child -present
- f. Dana Flores- present (arrived at 6:48pm)
- g. Oren Ran - absent

GUESTS

- h. Jordan Franco, Director
- i. Michele Platis, Director
- j. Dan Hill, attorney
- k. Kelly Callahan, Board Consultant
- l. Amy Simmons, business manager
- m. Rebekah Runyan, business manager

C. *Motion to *ADOPT THE AGENDA

- a. Motion by Amer Child, seconded by Dr. Jenn Peña
- b. Approved unanimously

D. *Motion to *APPROVE MINUTES Meeting December 19, 2023

- a. Motion by Dr. Susan McConnell, seconded by Kathy McClendon
- b. Approved unanimously
- c. Note: Meeting was not held in January 2024 due to unavailability of members and lack of a quorum

E. FINANCIALS

a. *Motion to *APPROVE #1 Financial Report (December) including the BARs

- i. Motion by Kathy McClendon, seconded by Dr. Jenn Peña
- ii. 2324-0016-IB \$15,423- originally slated for school lunches, but then state paid for all lunches- reallocated to new funds for lunches
- iii. Unanimously approved

b. *Motion to *APPROVE #2 Financial Report including the BARs

- i. Motion by Amer Child, seconded by Dr. Susan McConnell
 - ii. 2324-0019-I 24154 - Title II To budget FY24 allocation \$ 5,762 (increase to Title II, teacher training and recruitment)
 - iii. 2324-0020-I 28221 - Public School Kitchen Infra FY24 budget \$ 50,000 (increase to budget from grant for kitchen supplies)
 - iv. 2324-0021-I 13000 - Pupil Transportation FY24 allocation \$ 21,215 (increase to budget for buses)
 - v. 2324-0022-IB 31703 - SB-9 State Match Cash FY24 allocation \$ 7,485 (increase to budget from property tax)
 - vi. 2324-0023-T 24101 - Title I ESEA Transfer to function 1000 \$ - (to instructional funds)
 - vii. 2324-0024-T 27901 - Indian Ed Act HB2 Transfer to function 2100 \$ - (instruction into support services)
 - viii. 2324-0025-I 23000 - Non Instructional Support To budget for ytd actual revenue \$521 (increase in revenue for student activity fund)
 - ix. 2324-0026-I 23000 - Non Instructional Support To adjust FY24 budgeted cash to actual cash as of 06/30/23. \$ 6,158 (adjustments from leftover cash from 22-23 SY)
 - x. 2324-0027-I 11000 - Operational To adjust FY24 budgeted cash to actual cash as of 06/30/23. \$ 5,393 (adjustments from leftover cash from 22-23 SY)
 - xi. 2324-0028-IB 29102 - Private Dir. Grants To adjust FY24 budgeted cash to actual cash as of 06/30/23. \$500 (adjustments from leftover cash from 22-23 SY)
 - xii. 2324-0029-D 26220 - Charter School Growth To adjust FY24 budgeted cash to actual cash as of 06/30/23. \$(496) (adjustments from leftover cash from 22-23 SY, represents overall decrease)
 - xiii. 2324-0030-I 26141 - Daniels Fund To adjust FY24 budgeted cash to actual cash as of 06/30/23. \$ 30,880 (adjustments from leftover cash from 22-23 SY, represents overall decrease)
- c. Approval of financial packet unanimously approved.
- d. Discussion around concerns that NMPED is not providing reimbursements properly- sometimes

claiming paperwork was not submitted although it was. This is an ongoing issue with multiple schools. PCSNM is addressing. We want to make sure we address it through the proper channels.

- e. Further discussion about filing section 218 re: Social Security. Paperwork has been filed, but still not approved. Waiting on Social Security Administration to approve.
- f. Review of Audit (SY 22-23). A copy will be kept in the Board binder.

F. GOVERNING BOARD TRAINING REPORT by Kelly Callahan

- a. Review of Board Training hours- most members are at 6.5 hours currently

G. INSTRUCTIONAL and OPERATIONS by RioGAFA Directors

- a. DATA Reporting - IStation scores are shifting based on changes made in December to data tracking and intervention. Mission Specific goals focused on achievement with arts integration are demonstrating high levels of proficiency.
- b. Staffing - 19 staff members, looking to hire some teachers for the rest of the year in training for next year
- c. Schedule/Events Professional Development/Training - checking in weekly with intervention teachers / instructional coaches.
- d. Students - 134 students total, 81% attendance rate for Dec, 82% attendance rate for Jan
- e. Recruitment Report - recruitment in full swing, Abq Charter Moms held an event, will participate in South Valley Pride parade
- f. Property/Site - Looking at land near Unser and Ladera, working with the real estate agent.
- g. Construction/Repairs - HVAC and plumbing work done. Inspection done last week, addressing concerns now.
- h. Safety and Security - alarm system installed by PoweronIT, cameras available remotely
- i. Miscellaneous - Looking to rent a space for Spring Event

H. GOVERNANCE

a. Facilities Committee Update by Dr. McConnell

- i. Nothing to add after Directors' Report

b. Interested Parties to Board Update by Dr. McConnell

- i. Dr. McConnell met with two women interested in Board membership. One person has a conflict with the Board meeting time, but would be interested and has excellent expertise. The other interested woman was looking for something different than what the Board membership offers. No one is ready to move forward at this time.

c. Documents Notice by President Kathy McClendon

- i. Contract with Realtor - included in Board Binder
- ii. Kelly Callahan's December Report- reviewed how hours/credits were awarded, discussions in meetings, etc.

I. DIRECTORS' COMMENTS

- a. Seeking more Board members - Charter School Growth Fund noted they wanted more Board involvement and experience with financials

J. GOVERNING BOARD COMMENTS

Governing Board

- a. NEXT Scheduled Meeting March 19, 2024
- b. ADJOURNMENT at 7:49PM by President Kathy McClendon

Respectfully submitted by Dr. Jenn Peña