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Vision

*“RFK, a school where you can engage in your chosen path towards secondary education or career in an environment that prepares, motivates, and supports you in partnership with your family.”*

*Mission*

*“This year we will improve teacher and student performance through a supportive and responsible environment.”*

**Governance Council Meeting Minutes**

**Date December 17, 2014 @ 5:30 pm**

**Governance Council Members Present:** Robert Baade, Executive Director; Jennifer Cornish, President; Margie Lockwood, Vice President; Stacey Lagunas; Judy Bergs; Fernando Ortega; Michelle Rentería; Catron Allred;

Others present: Charlotte Ortega, Kenneth Lairsey

**Absent:** Tina Garcia, Michael Perez, Juan Saavedra

**Approval of Agenda**- 5:48 PM Motion to Approve Agenda made by Ron Burton, 2nd Margie Lockwood. All voted in favor, none against. The Motion to Approve Agenda passed unanimously.

**Approval of November 2014 Meeting Minutes**- 5:50 Motion to Approve November 2014 Meeting Minutes made by Ron, 2nd Fernando Ortega. All vote in favor, none against. The Motion to Approve November 2014 Meeting Minutes passed unanimously. It was noted that at the end of the written report that the in the index of appendices, the presence of appendices 2 through 3 is not listed (although these appendices appear in the report's attachments). This will be amended to reflect the presence of these appendices.

**Testing Calendar and NWEA Data-** *Career Survey*: The data are broken down into the following categories: HS-D (the day students); HS-N (the night students) and MS (the middle school students). Education and training was the overall highest category. The will try to get more specific categories and data in the future. *State and NWEA Testing Dates (tentative)*: this was given to all of the staff. This was also given to those discussing the Strategic Plan in order to give them an overview of the tests and testing dates. 38 plus days are dedicated to direct testing, or 21% of school days (this does not include test preparation)-this is calculated based on 183 total instructional days.

There is not yet a PARCC for science so for this subject they use the SBE. *Cobra* *Success* *Metric:* this sheet encompasses some ideas for discussion regarding the Strategic Plan, although a scoring system has not yet been applied to it. Ideas listed are to be considered for individual students as well as the entire school. Note that under the NWEA test point, 50% indicated that a student performs academically at their grade level and 70% indicated college and career ready performance. Next meeting, we can come up with a scoring idea. Applying Reports Workbook-NWEA (year by year): this is to be on grade level. At lower grade levels, the beginning of year to end of year mean improvements are greater than in higher grade levels (generally, high school levels only see 2 or 3 point increases). *Student Progress Report(s)*: this was provided as an example as to the interpretation of these data in the cases of three anonymous RFK students. Growth projection (to what extent a student is expected to progress in the given subject in the school year) is provided for each student and each subject. The transition to PARCC will happen completely in Spring.

*See appendices for copies of italicized documents.*

**Public Comment**-Donna Diller and Victoria Martinez of the Culinary Arts program reported a good meeting with Dir. Baade. The Culinary Arts program is moving to the South Valley Economic Development Center. Dir. Baade would like to push C.A. classes into the afternoons.

**Finance Committee Report**-Stacey Lagunas.

November Finance Report: *Revenue* *Report*: there is new revenue to report; the monthly SEG is coming in and she has done some RFR's which will be discussed later in the report. *Expenditure* *Report*: The Operational Fund is at $77,153.68. Hopefully in March of 2015 the SEG increase will come through (which is projected to be $300,000.00-$310,000.00). RFK has received approval to spend the funds listed under Subtotal of Element Function 31400-Special Capital Outlay-State. The original budget in place for this is not the appropriate place for it so it is being moved and will require a BAR to do so (0028-M). On page 15, the items enclosed (HB 33 funds) moving money where it has been expended and will also require a BAR (0029-M). Since these are maintenance BARs, only the Governance Council needs to approve them. *Balance Sheet Report*: On page 18, the bank account balance and the figure under 'Actual GL' under the Bank Reconciliation report on page 19 match ($212,765.32). The amounts in the 'Bank Reconciliation' column on page 19 match that of the 'Ending Balance' on the Wells Fargo Account Summary on page 21 ($230,211.87).

**6:09 PM** Motion to Approve November 2014 Finance Report made by Ron, 2nd Catron Allred. All voted in favor, none against. The Motion to Approve the November 2014 Finance Report passed unanimously.

Cash Disbursement Report: The only question was regarding the 'McCraken Pottery' item; this is for the Artist in Residence program.

**6:10 PM** Motion to Approve Cash Disbursement Report made by Ron, 2nd Fernando Ortega. All voted in favor, none against. The Motion to Approve the Cash Disbursement Report passed unanimously.

BAR Approval: The following BARs were presented to the Governance Council for approval:

 BAR 001-051-1415-0028-M

 BAR 001-051-1415-0029-M

The BAR ending with 0028-M is for money in Fund 31400-the legislative funds that Dir. Baade requested-and moving this into 57332-Supply Assets Under $5000.00 These funds were used for purchases for Media Center IT equipment, the Armijo Middle School, desktops for the teachers and the computer lab, media equipment for the media center, apple iMacs, cameras and tripods, special printers, and ASIS tablets for language arts and math. The BAR ending with 0029-M is for the HB 33 funds and moving it from 55914 Contract Interagency into 57332 Supply Assets for more equipment purchases.

**6:15** **PM**-Motion to Approve BAR 001-051-1415-0028-M and BAR 001-051-1415-0029-M made by Ron, 2nd Catron. All voted in favor, none against. The Motion to Approve BAR BAR 001-051-1415-0028-M and BAR 001-051-1415-0029-M passed unanimously.

Also noted was that the audit findings are now available publicly. This will be discussed further in January's meeting.

**LESC Report**- It was noted that many attendees did not pick up Rep. Mimi Stewart's small class size proposal; pressure from Gov. Martinez is the likely reason for this lack of support. Concern over the price of gas and it's effect on revenue projections was mentioned; Dir. Baade will attend tomorrow (Thursday, December 18th) and be present for the projection discussions. He also mentioned that due to current low gas prices, this would be an ideal year for the state legislature to propose a five-cent per gallon tax on gas in order to fund education.

**Strategic Plan Revision Report:** A meeting was held by some GC members to discuss the Strategic Plan. They discussed how the current plan doesn't help in understanding how well the school is doing in serving the student body. This, in turn, led to them looking for information they need and want to look at; accordingly, they drafted the Cobra Success Metric. This was handed out to the GC members and they plan to continue discussion in January. They want to be able to measure student success, persistence and graduation at RFK. The Student Engagement' category was added because despite being difficult to gauge, there is research that suggests that involvement in school activities and programs is positively correlated to student satisfaction and attendance/completion of the program. Credit acquisition is also included and at the GC meeting someone commented that should be a criteria using the ratio to number of credits earned over credits attempted so that the differences in the student body in terms of attendance, program, day versus night students is taken into account and a more accurate success criteria is created. For example, night students take less credits than day students and applying a criteria which doesn't take this into account would give an inaccurate portrayal of student achievement. Also, it was suggested that the progress and achievement of students entering the 9th grade at RFK from the Armijo Middle School versus those students transferring from the outside and into a higher grade level be examined. Also, retention rates by semester as well as by year should be included in the framework and RFK's unique mission (students transfer out for many reasons different from traditional high schoolers), return rates (and reasons for returns), and how orientation student retention compares to that of others. This metric is to serve as a gauge to measure a student's progress towards graduation.

The plan is to replace the areas of measurement in the current strategic plan so that it gives a better idea of the progress of individual students.

**RFK Graduation Requirement Review**: The handout shows all of the courses required to graduate from RFK high school.The requirement of two years of Spanish is not required by the state of New Mexico but is by RFK. This came about when a parent of a student advocated for this as the University of New Mexico (UNM) requires two years of a foreign language in high school. Accordingly, including a foreign language requirement would broaden RFK students' options in choosing a higher education school. However, some students resist this requirement as they are not interested in learning Spanish or are interested in vocational training and not a traditional four-year degree program. Additionally, some students have left RFK altogether because of this requirement. One proposed solution is to make a career technical education (CTE) class an option for a waiver of the Spanish requirement. Accordingly, this was added to the agenda as a discussion item.

It was mentioned that some students will do both Spanish and CTE. Anything that can be offered to students to help them plan their futures beyond RFK is valuable. The CTE classes are individualized to each student's interest. They will stay in college and career class until they figure it out then taking the classes which correspond to their interests. An actual CTE instructor will be the one to apply the CTE credit. Additionally, if they are signed up for a CTE class at CNM they can get credit for that class at RFK. The more classes that RFK students can take at CNM, the easier their transition from RFK to such institutions will be. A waiver proposal will be brought forward at some point soon.

**Executive Director's Report**: Before the meeting the Executive Director sent out an email with his report, but at the meeting he added discussion about the proposed Teacher Pipeline Program. Met with Sen. Lyon, to create a teacher pipeline, Superintendent Brad Winter is enthusiastic about it as is Sen. Sapien. This would help by creating educational assistant (EA) positions in math and science and attract reachers in these areas as well as bilingual and special education. The aim is to work with Central New Mexico Community College (CNM) UNM and New Mexico Highlands University and Albuquerque Public Schools (APS) who would create the EA positions. In addition to helping pre-college students, this encourages education students to finish their programs and encourages those students who are truly committed to pursuing education careers and understand what this career entails. With this program, fifty (50) EA positions will be created and will cost $1,000,000.00. The idea is for APS to contribute $500,000.00 and in return, get teachers out of the arrangement.

**Adjourn**: 7:20 Motion to adjourn made by Ron, 2nd Michelle Rentería. All vote in favor, none against. The Motion to Adjourn passed unanimously.