**SAN DIEGO RIVERSIDE CHARTER SCHOOL**

**PO Box 99/504 Mission Road**

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Minutes of the ZOOM ONLINE

**GOVERNING COUNCIL MEETING**

Thursday, January 20th, 2022

6:00 PM Online ZOOM Meeting

**I. Call Meeting to Order**

The meeting was called to order by Ms. Creel at 6:02 PM.

**II. Roll Call and Quorum Verification**

**Members Present: Members Not Present:**

Susan Bacca Bobbie Shendo

Margie Creel

Dr. Justina Montoya

**Minutes:** John Rodarte

**Guests:**

John Rodarte, Principal Bernadette Garcia, Test Coordinator

Valerie Shaw, Vice Principal Pat Ferguson, Teacher

Jolene Jaramillo, K12 Accounting Sami Silva, K12 Accounting

Council members present were provided copies of all meeting documents prior to the meeting.

**III. Opening Activities**

**A. Approval of January 20, 2022 Agenda (Discussion/Action)**

Ms. Creel called for a motion to approve the Agenda. Ms. Bacca made a motion to approve the Agenda seconded by Dr. Montoya. No further discussion transpired. The motion carried unanimously.

**B. Approval of Meeting Minutes of December 9, 2021 (Discussion/Action)**

Ms. Creel asked for a motion to approve the Minutes. Dr. Montoya made a motion to approve the Minutes. The motion was seconded by Ms. Bacca. No further discussion transpired. The motion carried unanimously.

**IV. Finance Committee Report**

**A. Business Manager’s Report – Jolene Jaramillo (Discussion)**

Ms. Jaramillo provided an overview of all prepared reports.

**B. Approval of Cash Disbursements (Discussion/Action)**

Ms. Jaramillo provided an overview of funds spent in Cash Disbursements. Dr. Montoya made a motion to approve the cash disbursements. Ms. Bacca seconded the motion. No further discussion transpired. Motion passed unanimously.

**C. Approval of BARS (Discussion/Action)**

Ms. Jaramillo presented 7 Maintenance BARs for the approval of the Governing Council.

* BAR 2122-0031-IB 31700 Capital Improvements SB-9 – Adjusted Amount $3,225
* BAR 2122-0032-I SB-9 State Match Allocation – Adjusted Amount $3,566
* BAR (No BAR Number yest as it is still pending district approval) 24316 Air Quality Award – Adjusted Amount $2,464

Dr. Montoya made a motion to approve both BARs under one motion. The motion was seconded by Ms. Bacca. No further discussion transpired. The motion carried unanimously.

**III. Opening Activities - continued**

**C. Discussion of Current Enrollment and 2022-23 Budget (Discussion/Action)**

Mr. Rodarte provided a summary of the impact to next year’s budget resulting from low enrollment for the current year. Discussion included versions of staffing which included full FTE for Elementary and possible .5 FTE for Middle School teachers with Electives offered asynchronously. Ms. Creel asking if any Lease Reimbursement from last year or the current year had been received from Jemez Pueblo or from Title VI. Mr. Rodarte answered Title VI has been received and signed but needed to be forwarded to Jemez Pueblo. No further discussion took place. No action was taken.

**J. Status of Annual Governing Council Mandatory Training (Discussion/Action)**

Ms. Bacca reported near completion with Mandatory Training having only one class left to take. Dr. Montoya reported she expected to be complete by the end of March.

**V. Principal’s Report**

**A. Principal’s Monthly Report – John Rodarte (Discussion)**

Copies of report provided to all Governing Council members prior to meeting. Mr. Rodarte commented about the contents of the report including enrollment, student attendance, and staff vacancies. Mr. Rodarte stood for questions. No further discussion transpired. No action was taken.

**VI. Public Comment**

Public comments submitted by guests and captured in on ZOOM Chat.

Ms. Ferguson gave thanks to the Governing Council for its support of the Essay Contest. Ms. Shaw stated attendance was low, but Thank You letters were coming pending student return to In-Person Learning. Mr. Rodarte stated there is a steady increase in student vaccinations. Ms. Garcia stated there was lots of testing in February with plenty of time for WIDA ACCESS testing.

**VII. Announcements**

The next meeting is scheduled for Thursday, February 10th, 2021.

**VIII. Consideration for Approval to Adjourn to Closed Session Pursuant to the Open Meetings Act NMSA 1978 (§ 10-15-1 (H)(2) (Limited Personnel Matters)**

A motion to move into Closed Session to discuss limited personnel matters was made by Ms. Bacca and seconded by Dr. Montoya. Motion passed unanimously. Closed Session began at 6:53 PM.

**IX. Reconvene to Open Meeting**

A motion to move out of Closed Session was made by Ms. Bacca and seconded by Dr. Montoya. Motion passed unanimously. Closed Session ended at 7:20 PM.

**X. Statement of Closure**

Governing Council asserts that only limited personnel matters were discussed during closed session in compliance with NMSA 1978 (§ 10-15-1 (H)(2) (Limited Personnel Matters).

**XI. Meeting Adjournment**

Ms. Creel called for a motion to adjourn the meeting. Ms. Bacca moved to adjourn the meeting. The motion was seconded Dr. Montoya. No further discussion transpired. The meeting ended at 7:21 PM.