**SAN DIEGO RIVERSIDE CHARTER SCHOOL**

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**Phone: 575.834.7419**

Minutes of the

**GOVERNING COUNCIL MEETING**

Tuesday, December 10th, 2019 – 5:30 PM

**I. Call Meeting to Order**

The meeting was called to order by Margie Creel at 6:45 PM.

**II. Roll Call and Quorum Verification**

**Members Present: Members Not Present:**

Margie Creel Audrey Madalena

Susan Bacca Bobbie Shendo

Cornell Magdalena

**Guests: Minutes:** Dorell Toya

John Rodarte, Principal

Dorell Toya, Administrative Assistant

Whitney Galindo (by phone)

Roll call was taken and quorum verified. Council members present were provided hard copies of all meeting documents.

**III. Opening Activities**

**A. Approval of December 10, 2019 Agenda (Discussion/Action)**

Ms. Creel asked for a motion to change the Agenda to add Item III. G. Calendar Change. Ms. Bacca made a motion to approve the agenda as amended and seconded by Mr. Magdalena. No further discussion transpired. The motion carried unanimously.

**B. Approval of Meeting Minutes of November 14, 2019 (Discussion/Action)**

Ms. Creel asked for a motion to approve the minutes. Mr. Magdalena made a motion to approve the minutes and seconded by Ms. Bacca. No further discussion transpired. The motion carried unanimously.

**C. Debt Collection (Discussion/Action)**

A motion was made by Mr. Magdalena to table the item until the next meeting. Motion was seconded boy Ms. Bacca. No further discussion transpired. Motion passed unanimously.

**D. After School Program Proposal – John Rodarte (Discussion/Action)**

Mr. Rodarte provided hard copies of a $1500 After School Program called American Gamers Academy which uses games to teach 21st Century Skills to Middle School students grades 6 thru 8. The proposal identifies Mr. Rodarte as the owner of the program. Mr. Rodarte seeks approval of Governing Council to operate the program during after school hours 1 day a week for 1.5 hours Out of School time. Mr. Rodarte provided a description of the program and a rationale for the academic benefits of the program for students. A motion to approve the After School Program was made by Ms. Bacca and seconded by Mr. Magdalena. No further discussion transpired. Motion passed unanimously.

**E. Multi-Purpose Building Updates (Discussion/Action)**

 No meetings regarding the Multi-Purpose Building have transpired since the last Governing Council Meeting. No updates are available. No further discussion transpired. No action was taken.

**F. Anticipated Spring Staff Structure (Discussion/Action)**

 Mr. Rodarte reported changes in roles of individual teaching staff in response to loss of departing staff. All duties and responsibilities of departing staff have been subsumed by current staff through strategis changes in their duties beginning January 2020. In this way, SDRC stays within budget and does not incur cost for advertising open positions. Due diligence regarding PED expectations and school responsibilities took place prior to reassigning staff.

**G. Calendar Change (Discussion/Action)**

 Hard copies of approved calendar provided to Governing Council. Due to religious/cultural reasons, Governing Council considered a change from January 7th being a regular school day to becoming the last day of Winter Break, with the further expectation that the day would be made up at a later time as approved by the Governing Council at a future meeting. Ms. Bacca made the motion to approve the calendar change. Mr. Magdalena seconded the motion. No further discussion took place. Motion passed unanimously.

**IV. Parent Teacher Organization (PTO) Report**

**A. Parent Teacher Organization Report – (Discussion)**

No parent was present to provide a PTO Report to the Governing Council. Mr. Rodarte reported he attended a PTO Meeting which took place on Wednesday, December 5th at 6 PM. During the meeting, PTO members requested that SDRC teachers begin attending the meeting. PTO also requests that teachers provide PTO updates regarding current activities in classrooms. Lastly, PTO discussed strategies to improve clean up duty attendance by parents for home games.

**V. Finance Committee Report**

**A. Business Manager’s Report – Whitney Galindo (Discussion)**

Copies of business reports were included in packets prepared for each Governing Council Member and reviewed by Ms. Galindo by phone.

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

Copies of BAR 0007-IB for Fund 27150 Indian Education for $90,000 provided to Governing Council. Motion to approve BAR made by Ms. Bacca and seconded by Mr. Magdalena. No further discussion took place. Motion passed unanimously.

Copies of Cash Disbursements were included in packets prepared for each Governing Council Member. Ms. Bacca made a motion to approve the cash disbursements as reviewed by Ms. Whitney Galindo. Mr. Magdalena seconded the motion. No further discussion transpired. Motion passed unanimously.

**VI. Principal’s Report**

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

Hard copies of report provide to all present Governing Council members. Mr. Rodarte summarized report including enrollment, staffing and community outreach. No further discussion transpired. No action was taken.

Governing Council made several inquiries regarding Incentive Drop and Go Field Trips to reward students for good attendance. A suggestion to take students to Bowling at Santa Ana Lanes was made. Another suggestion for a field trip included Main Event in Albuquerque.

**VII. 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. Creel and seconded by Ms. Bacca. Motion passed unanimously. Closed Session began at 8:00 PM.

**VIII. Reconvene to Open Meeting**

A motion to move out of Closed Session was made by Ms. Bacca and seconded by Mr. Magdalena. Motion passed unanimously. Closed Session ended at 8:14 PM.

**IX. 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).

**X. Public Comment**

**A. Public Comment**

No public comments took place.

**XI. Announcements**

The next meeting is scheduled for Thursday, January 9th, 2019 at 6:00 PM.

**XII. Meeting Adjournment**

Mr. Magdalena moved to adjourn the meeting. The motion was seconded by Ms. Bacca. No further discussion transpired. The motion carried unanimously. The meeting adjourned at 8:15 PM.