

Red River Valley Charter School Governance Council Minutes

Governance Council Regular Meeting

Monday, February 8, 2021

Via Zoom 5:30 PM

Mission Statement: To provide every student the opportunity to develop academically, socially and physically through quality learning experiences utilizing the Core Knowledge Curriculum

1 - Call to Order

- a) Meet and Greet - Visitors – Kimberly Ritterhouse, Sue Sutton, Zach Kirchgessner
- b) Roll Call – Courtney Henderson – Present, Joe Ben Mandonado - Present, Liz Tate – Present (late arrival), Heather Larson – Present, Reed Weimer – Present.
- c) Pledge
- d) Approval of Agenda* – Heather Larson made a motion to approve the agenda. Reed Weimer seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- e) Approve, Amend or Disapprove of previous meeting minutes*
 - 1) Regular Meeting – January 11, 2021 – Heather Larson made a motion to approve the minutes from the January 11, 2021 RRVCS Governance Council Regular meeting. Reed Weimer seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

2 - Public Comment – None

3 – Presentations and Reports

- a) Kimberly Ritterhouse presented the Administrative Report. Enrollment is remaining steady, with a goal to reach an SEG of 78 by the end of the year. All classes continue to remain in a virtual setting, staff is supportive of this and has concerns regarding the possible need to move back and forth between online and in person teaching in the event of Covid exposure. Administrative report reflects RRVCS requirements needed prior to opening, including an isolation room in the event of a Covid case on campus during school hours. The administrator and building committee continue to work through plans for the new school building.

4 – Discussion & Potential Action Items

- a) Monthly Financial Report* – Zach Kirchgessner presented the financial report and reviewed all the functions, PO's and Bank Statements. PED unit value received a slight increase, RRVCS anticipates a carry over into the next fiscal year and the construction budget has sufficient funds for the initial construction bid. Heather Larson made a motion to approve the financial report. Liz Tate seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- b) Budget Adjustment Requests* - Zach Kirchgessner presented BAR 0027-I, 0028-D, 0031-M and BAR 0032-M. Liz Tate made a motion to approve all BARs. Reed Weimer seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- c) Discussion & Vote to accept Distance Learning Grant* - Kimberly Ritterhouse presented the grant, explain the terms of the grant would allow for improved technology to assist teachers & staff for virtual and distance learning. Heather Larson made a motion to accept the grant. Liz Tate seconded.

Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.

- d) Review & Vote to approve current procurement guidelines for purchasing* - Council reviewed the guidelines and requested changes made to section 'Procurement Process' number 3, bullet 1, sub bullet 1 to say 'If two or fewer proposals are received, the Governance Council, at their discretion, may accept a bid and make a decision based on the information given' and change made to section 'Exemptions from Procurement Code' number 3 to add 'and Business Manager' following the text 'School Administrator'. Liz Tate made a motion to approve the Procurement Guidelines for Purchasing with the suggested changes. Heather Larson seconded. Roll call vote: Courtney Henderson – Yes. Joe Ben Mandonado – Yes. Liz Tate – Yes. Heather Larson – Yes. Reed Weimer – Yes. Vote in favor was unanimous, motion passed.
- e) Discussion regarding RRVCS Re-entry plan- Administrator presented a survey given to parents and guardians regarding their opinions on re-entry. Feedback resulted in an almost 50/50 split of parents wanting in-person vs virtual learning. Council discussed and concluded that reentry prior to spring break does not appear possible at this time.

5 – Closing Business

- a) Announcements – Council members continue trainings in order to reach the required 8 hours.
- b) Next regular meeting – March 15, 2021 5:30 PM location or mode TBD
- c) Adjournment – Courtney Henderson adjourned the meeting at 7:02 PM

Minutes recorded and submitted by Liz Tate - Secretary