**APPROVED SPECIAL Meeting Minutes***\*\****: May 19, 2023 @ 2:30pm**

*\*\**The RWCS GC may take agenda items out of order to better facilitate the business at hand *\*\**

In-Person at school oronline usingGoogle Meeting [Link](https://meet.google.com/dyw-mgkc-iay?hs=122&authuser=0)

By Phone

1. **Opening Business**
	1. Call Meeting to Order: 2:37 PM
	2. Roll Call: Aline Robertson - here, Erica Lannon - absent, Scotney Blackburn - here, Robin Mayo - here, Elizabeth Anderson- here

**Others in Attendance:** Jon Orris & Sarah Pina

**Members of the Public**:

* 1. Reading of Mission Statement:

*Our mission is to inspire our students to academic & personal excellence. Our innovative learning community creates classroom, farm & wilderness adventure– Engaging the head, hands & heart – Enabling students to achieve more than they think possible & to take an active role in our ever-changing world!*

* 1. Approve, Amend, or Denial of Current Special Meeting Agenda: Elizabeth Anderson makes a motion to approve. Scotney Blackburn seconds. 05/19/2023 Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
	2. Approve, Amend, or Denial of Prior Regular Meeting Minutes: 05/16/2023 <https://mail.google.com/mail/u/0/#inbox/FMfcgzGsmhTNrLgpcvLwjBXDfrqpxJGb?projector=1&messagePartId=0.2> Aline Robertsons makes a motion to approve the minutes with the changes presented. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.

1. **Public Comment:** *(3 minutes/public comment)* If more time is needed, we suggest a letter/email be sent to the GC, or request to be on a future agenda. *The GC shall not respond to public comments presented, but will take comments under advisement.*
2. **Informational/Discussion Item:**
	1. Budget Review (Sarah):Roots & Wings Community School (RWCS) developed its 2023-24 budget with input from staff, parents, and the Finance Committee. For 2023-24, the NM Public Education Department will continue with the requirement that each charter school and district develop an Educational Plan that aligns financial planning with student needs and individual school goals. To meet this requirement, RWCS’ management team has developed a budget that aligns all available funding sources with the short and long-term needs of the school.
	2. Overall, the school’s State Equalization Guarantee (SEG) funding will increase by $100,431 or 10.7% for the upcoming school year. RWCS will not use fund balance to balance the 2023-24 budget. Projected cash carryover as of June 30, 2023, is $194,683, and in total RWCS will budget $207,909 in reserves for 2023-24. Budgeted reserves are calculated at 20% of SEG for 2023-24.
	3. In 2022-23, the school was reliant on private grants and non-operational funding sources to maintain its current staffing pattern. In 2023-24, the school will be able to budget most salaries and benefits out of Operational, with the remaining salaries and benefits coming from more stable and recurring funds, such as Title I and Medicaid.
	4. In 2022-23, the school started receiving a percentage of local county tax collection costs from the successful Questa ISD bond election. These SB-9 local funds will be received for five years and can be used for capital expenditures by the school. For 2023-24, RWCS projects a carryover from the prior year of $103,839 and new revenue of $59,187. A portion of the cash balance will be used to complete the purchase of the school’s existing facilities and new revenue will support maintenance and repair costs going forward.
	5. Overall increase $100,431.00
	6. TOTAL INITIAL BUDGET $ 1,715,801
	7. OVERALL REVENUE $1,390,296 (5.59% increase from previous year)
	8. Operational Fund Balance increased to $194,683 in 2023 from $35,542 in 2019.
3. **Action Items:**
4. 2023-24 Salary Schedule - Aline Roberston makes a motion to approve the salary schedule. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
5. 2023-24 Calendar Scotney Blackburn makes a motion to approve the 23-24 calendar. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
6. 2023-24 Budget Elizabeth Anderson makes a motion to approve the 23-24 budget with minor changes. Scotney Blackburn seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
7. BARS - Aline Roberston makes a motion to make any BAR adjustments needed between now and the next meeting at which time we will approve. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
8. Board Membership - Andrea Griffin sent a letter to the board expressing her interest. Scotney Blackburn makes a motion to accept Andrea Griffin to the GC Board starting July 1st. Elizabeth Anderson seconds. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.
9. **Closed Session -** *Closed Session Pursuant to NM Statute Section 10-15-1 H(2) limited personnel matters*
	1. Vote to go into Closed Session:
	2. Following Closed Session the Council will return to Open Session and may take action.

Aline Robertson makes a motion to go into closed session to discuss limited personnel items.Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.

The board came out of closed session at 3:47 pm. No matters but those listed on the agenda were talked about and no action was taken. Aline Robertson makes a motion to approve the stipend Director contract for 23-24 school year for the reduction of AEC position to approximately 0.85 FTE. Elizabeth Anderson seconds. Aline Robertson - yes, Scotney Blackburn - yes, Robin Mayo - yes, Elizabeth Anderson- yes. Motion Carries.

1. **Closing Business**
	1. Next Regular Meeting: Jun 20, 2023 at 5:30pm
	2. Adjourn meeting: 3:50 PM