##### Regular Governance Council Meeting

Thursday February 25, 2015 – 6:00 PM at RWCS in Lama, NM

**AGENDA** (*\*denotes action items)*

I. Opening Business

A. 6:00 Call to Order & Roll Call (establishment of quorum)

B. 6:02 \*Approval of Agenda

C. 6:03 \*Approval of Minutes - Regular Governance Council meeting of January 28, 2016

D. 6:05 Welcome, Introduction of Guests, & Public Comment (3 minute maximum)

II. Presentation & Discussion RWCS Teachers – DIBELS, Discovery Assessment Data and PARCC

III. Strategic Business

A.. 6:10 \*Consent Agenda: Finance/Audit Committee

1. Financial reports

2. Temporary loans from operational

3. BAR’s

B. 6:15 Discussion of 2016-2017 school year budget

C. 6:20 Discussion of 2016-2017 school year calendar

D. 6:25 Discussion and approval of Renewing Lease Agreement with RWCS Landlord

E. 6:30 Discussion and approval of new governance council member

F. 6:35 Discussion and approval of new check signer for People’s Bank

G. 6:40 Discussion and update on Lease with Option to Purchase

H. 6:45 Discussion on short and long range goals

I. 6:50 Discussion and update regarding March 1 and 2 training.

J. 6:55 Discussion of 2014-2015 Audit Findings

IV. Administrative Report

1. 7:00 Director’s Report

VI. 7:10 \*Verify date of next Governance Council Meeting Thursday, March 24, 2015

VII. Executive Session – Personnel, Property, Legal (Pursuant to NMSA 10-15-1, H (2) 2010)

VIII. 7:30 \*Adjournment

##### Regular Governance Council Meeting

Thursday February 25, 2016 – 6:00 PM at RWCS in Lama, NM

**MINUTES**

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) The meeting was called to order by President Michael Rael. In attendance – Ms. Heidi Martinez and Mr. Stephen Abt.

B. \*Approval of Agenda -Renewal of the lease agreement – take off approval and just leave discussion. Take off “G”. Take out approval of Governance Council Member. Mr.Stephen Abt motion for approval, Ms. Heidi Martinez second, motion carries.

C. \*Approval of Minutes - Regular Governance Council meeting of January 28, 2016 -change Mr. Stephen Abts spelling of his first name. Mr. Stephen Abt motioned to approve minutes with changes. Ms. Heidi Martinez second, motion carries.

D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum)

Ms. Charlotte Archuleta, RWCS Business Manager in attendance.

II. Presentation & Discussion RWCS Teachers – DIBELS, Discovery Assessment Data and PARCC-Ms. Amelia Eshleman – discussed progress of testing and growth using Discovery Assessments. All students are meeting targets. In 7th grade the content is more difficult so there is difficulty with their growth. Close communication with the parents/guardians is important. Would like a full time aide if there is enough money.

III. Strategic Business

A.. \*Consent Agenda: Finance/Audit Committee

1. Financial reports-Ms. Charlotte Archuleta reported the adjusted SEG increase of $92,269.12. $10.00 more per student. Funds in the amount of $75,000.00 are already accounted. Propose increasing Ms. Nancy González’ salary from .75 to 1.0 FTE need to approve and amended contract. Will add item to next meeting agenda.

2. Temporary loans from operational

3. BAR’s – Ms. Charlotte Archuleta went over all of the BARs

-Received correspondence from IRS stating that we had a credit for $500.00 in FUTA payments. Reporting from 2010. If this is correct for other years, RWCS will have an additional $3000.00 into the school budget. Mr. Stephen Abt motioned to approve and Ms. Heidi Martinez second, motion carries.

B. Discussion of 2016-2017 school year budget –budgeted for same amount as last year. $508,000.00. Will be able to keep secretary, custodial, and other staff. Do not make any changes to budget. Keep budget as presented. Take expenses from last year and apply it to next year.

C. Discussion of 2016-2017 school year calendar – proposed calendar. Similar to last year’s calendar -146 days for students. Does not include over nights for students. 33 days for PDD. In the event that we have snow days K-2 will be in a 7-hour program just like the rest of the students. First reading of the calendar. Staff needs to get together and discuss the calendar. Board wants to see a complete calendar approved by both staff and Director.

D. Discussion of Renewing Lease Agreement with RWCS Landlord – Mr. Todd Wynward – Month to month lease- Would prefer a multiyear lease. Mr. Michael Rael would like to talk to Ms. Martica Casias from PSFA (in charge of evaluation) to see if they can come and do one right away. That way can start negotiating in earnest. Landlord would like to know as soon as possible what is going on.

E. Discussion and approval of new governance council member- non compliant but are actively looking. There are a couple of people that are showing interest.

F. Discussion and approval of new check signer for People’s Bank- Mr. Michael Rael entertained a motion to approve. Mr. Stephen Abt motioned to approve Mr. Michael Rael second, motion carries. Mrs. Nancy González will make arrangements to get information signed at the Bank.

G. Discussion and update on Lease with Option to Purchase – tabled until the review by PSFA.

H. Discussion on short and long range goals – RWCS has been here since 2000. Things are starting to happen. What are we going to do when things start to break? Once we get the building purchased there are a few things that need to be done. Stucco is showing signs of wear and tear. As GC meets prioritize a list of things that need to be done with the building. Go through and assessment with PSFA. What will the landlord do before RWCS purchases the building? Do not want to sign a long term contract without the buildings being in compliance.

I. Discussion and update regarding March 1 and 2 training. -only required 5 hours. Mr. Jules Epstein asked to put this on agenda. Will be driving the night before.

J. Discussion of 2014-2015 Audit Findings- have some audit findings. Total amount of audit findings was seven. We need to make sure we do follow protocol. Ms. Charlotte Archuleta is keeping us on track. Mrs. Nancy González discussed the process. Everything must be documented and receipted. Audits were basically paper trail documents.

IV. Administrative Report

1. Director’s Report – see attached.

VI. \*Verify date of next Governance Council Meeting Thursday, March 24, 2015 at 6:00 p.m.

VII. Executive Session – Personnel, Property, Legal (Pursuant to NMSA 10-15-1, H (2) 2010)

VIII. \*Adjournment at 7:42 motion made by Mr. Stephen Abt, second by Ms. Heidi Martinez, motion carries.