##### Regular Governance Council Meeting

Tuesday October 25, 2016 – 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 September 20, 2016

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

II. Presentation & Discussion – A middle school student will share his experience at PASEO. Ms. Margaret Bartlett will present information the Discovery Assessment Data Analysis and Student Improvement Plan for Special Education students.

III. Strategic Business

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

1. Financial reports/documents

2. Temporary loans from operational

3. BAR’s Request

4. Audit Committee Report

5. Financial Committee Report

- 6. General Ledger detail

- 7. Bank reconciliation report

- 8. Copy of bank statement with cancelled checks and deposits

- 9. List of outstanding checks and deposits

B. 6:15 \*Discussion and approval of Open Meetings Act resolution

C. 6:20 \*Discussion and approval of Election of Governance Council Officers

D. 6:25 Discussion and process to prepare Evaluation Plan for the Director

E. 6:30 Discussion and update on RWYEP

F. 6:34 Discussion and update on RWCS Web Site

G. 6:36 Discussion on future plans for Expansion on new Property

H. 6:40 \*Discussion and approval of schedule to review the RWCS policies and revising/approving them:

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1. 6:45 \*Discussion and approval of Leave Policy (first reading)

J. 6:47 \*Discussion and approval of Voluntary Transfer of Accrued Sick Leave Policy (first reading)

IV. Administrative Report

1. 7:00 Director’s Report

VI. 7:10 \*Verify date of next Governance Council Meeting Wednesday, November 16, 2016

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

VIII. 7:30 \*Adjournment

##### Regular Governance Council Meeting

Tuesday October 25, 2016 – 6:00 PM at RWCS in Lama, NM

**Minutes** (*\*denotes action items)*

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) 6:36 pm

B. \*Approval of Agenda – motion to approve the agenda as presented. Mr. Jules motion. Mr. Stephen Abt second.

C. \*Approval of Minutes - Regular Governance Council meeting of September 20, 2016 – Mr. Michael Rael entertain a motion to approve minutes as presented. Mr. Jules Epstein motion. Mr. Stephen Abt second.

D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum) – no guests

II. Presentation & Discussion – A middle school student will share his experience at PASEO. Ms. Margaret Bartlett will present information the Discovery Assessment Data Analysis and Student Improvement Plan for Special Education students. – no student available. Mr. Michael Rael wants to request that there is hard copy of data

III. Strategic Business

A. \*Consent Agenda: Finance/Audit Committee

1. Financial reports/documents

2. Temporary loans from operational

3. BAR’s Request

4. Audit Committee Report

5. Financial Committee Report

- 6. General Ledger detail

- 7. Bank reconciliation report

- 8. Copy of bank statement with cancelled checks and deposits

- 9. List of outstanding checks and deposits Deduct out of cash balance 3100.00 about $10,000.00

- Dr. Stephanie Owens not at meeting. Reducing budget by 1.5% ($7,685). There is $30,000.00 in budget. Deduct out of cash balance $3,100.00 about $10,000.00. Wants to pay kindergarten EA out of SPED. Working to get Audit Committee. Summary report summarizes 95% of all the other reports. GRT bond money -$37,665.44. Had some work done with MTC $9,000.00. Wants balance of each of the funds. Would like an exact amount. Three BAR’s . BAR ending is 0004 lease reimbursement funding. The building is $40,000.00 there is only $32,000.00. Need to take remaining balance form GRT. Mr. Michael Rael entertain a motion to approve BAR’s. Mr. Jules Epstein motion. Mr. Stephen Abt second. No audit committee or finance committee meeting.

* Sick Leave – 10 days. RWCS needs to adopt it. Adopt the policy with the idea that the staff will look at it and come up with ideas. 60days from now. Mr. Michael Rael entertain a motion to adopt the with the understanding that GC would like the staff input in 60 days.

B. \*Discussion and approval of Open Meetings Act resolution - table

C. \*Discussion and approval of Election of Governance Council Officers - table

D. Discussion and process to prepare Evaluation Plan for the Director – Mr. Michael Rael sent the documentation to Mrs. Nancy Gonzalez. Will have to pay to get an evaluation from outside source. -None of the GC members want to do it. They want to get someone from the outside so they can get a compete unbiased.

E. Discussion and update on RWYEP – Completed the documents that are necessary. We are not in compliance. Mrs. Nancy Gonzalez worked on all the noncompliance issues and we are now in compliance. $60063.32 in account. Have an increase of $600.00 from last deposit. $ 9,475.84 in Saving account. Members of RWYEP. Mrs. Nancy Gonzalez put Mr. Michael Rael as president. In the next 2 months, will look for members of RWYEP. Boxes of documents were given to Mrs. Nancy Gonzalez. December, 13, 2016 will be meeting.

F. Discussion and update on RWCS Web Site – Tyler Eshleman took it upon himself to work on website. $300.00 to finish the entire website with all the information is giving to him. Compensate out of the non profit as soon Council is set up.

G. Discussion on future plans for Expansion on new Property – Put on agenda to start thinking about it. There is USDA monies that are becoming available. Want to think about what is next. Ask Ms. Maria Medina to look at the website to see what kind of money is available. We can expand the population if we have the space. Building and Yurt. GRT funds might be available again maybe September 2017

H. \*Discussion and approval of schedule to review the RWCS policies and revising/approving them: -both were items that were tabled. -Dr. Stephanie Owens wanted to put some time into this. GC will look to find bylaws. Make sure these will be approved to be in compliance. – tabled

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IV. Administrative Report

1. Director’s Report - see attached

VI. \*Verify date of next Governance Council Meeting Wednesday, November 16, 2016

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

VIII. \*Adjournment