##### Regular Governance Council Meeting

Tuesday, December 13, 2016 – 5:30 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 , 2016

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

II. Presentation & Discussion – Special Education Teacher will present information on the program

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 presentation of 2015-2016 Audit Report

C. 6:25 \*Discussion and approval of Open Meetings Act resolution

D. 6:30 \*Discussion and approval of Election of Governance Council Officers

E. 6:35 Discussion and process to prepare Evaluation Plan for the Director

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

Governance management plan

Bylaws

G. 6:45 Discussion and update on RWYEP

H. 6:50 Discussion on PEC Performance Framework

IV. Administrative Report

1. 7:00 Director’s Report

VI. 7:10 \*Verify date of next Governance Council Meeting Tuesday, January 24, 2017 at 5:30 p.m.

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

VIII. 7:30 \*Adjournment

##### Regular Governance Council Meeting

Tuesday, December 13, 2016 – 5:30 PM at RWCS in Lama, NM

**Minutes**

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) – The meeting was called 5:56 p.m. Mr. Michael Rael – present, Mr. Jules Epstein – present, Ms. Heidi Martinez -present, Mr. Stephen Abt – present, Dr. Stephanie Owens – present. There is a quorum.

B. \*Approval of Agenda – Evaluation plan for the Director should be moved to Executive Session. Cannot talk about the audit until the auditors release the information. It is not public information yet. There has been no exit conference. Journal Entry will be discussed in Executive Session. Mr. Michael Rael entertains a motion to approve the agenda with the two changes. Mr. Jules Epstein motions to approve. Second by Dr. Stephanie Owens. Motion carries.

C. \*Approval of Minutes - Regular Governance Council meeting of November 16, 2016 – Mr. Michael Rael entertains a motion to approve. Mr. Jules Epstein motions to approve. Second by Mr. Stephen Abt. Motion carries.

D. Welcome, Introduction of Guests, & Public Comment (3-minute maximum) – Ms. Margaret

Bartlett – Staff is very fired up and excited about school year and where the school is heading. No data to present. Working very closely with SpEd students. Very good group of kids this year.

II. Presentation & Discussion –

III. Strategic Business

A. Consent Agenda: Finance/Audit Committee

1. Financial reports/documents – received documents late Dr. Owens was not able to go over them. Ms. Charlotte Archuleta needs all the cash receipts when they are deposited. Finance Committee meetings will be later in the month. $20,000.00 left in operational budget.

2. Temporary loans from operational – reimbursement requests from Reads to Lead to Operational

3. BAR’s Request – 4 BAR’s to approve – Mr. Michael Rael entertains a motion to approve BAR request. Mr. Stephan Abt motions. Second by Dr. Stephanie Owens. Motion carries.

4. Audit Committee Report- No report available yet. Still working on Audit Committee

5. Financial Committee Report – need to put information on the website.(6 documents), Mr. Michael Rael entertains for a motion to approve. Mr. Jules Epstein motions. Second by Ms. Heidi Martinez. Roll call vote: Roll call vote: Mr. Michael Rael – yes, Mr. Jules Epstein – yes, Mr. Stephen Abt – yes, Ms. Heidi Martinez – yes, Dr. Stephanie Owens – yes.

- 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 – Mr. Michael Rael entertains a motion to approve everything except the BAR request – Mr. Jules Epstein motions. Second by Ms. Heidi Martinez. Motion carries.

B. Discussion and presentation of 2015-2016 Audit Report - Tabled

C. \*Discussion and approval of Open Meetings Act resolution – Mr. Michael Rael entertains a motion to approve. Mr. Stephen Abt motions. Second by Dr. Stephanie Owens. Motion carries.

D. \*Discussion and approval of Election of Governance Council Officers - Mr. Michael Rael entertains a motion to approve that all council members remain the same. Mr. Michael Rael President ( all approved), Mr. Jules Epstein – Vice President (all approved), Ms. Heid Martinez Secretary, Treasurer(all approved. Mr. Jules Epstein made the nomination, second by Mr. Stephen Abt. Motion carries.

E. Discussion and process to prepare Evaluation Plan for the Director - moved to Executive Session

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

Governance management plan

Bylaws – If RWCS models what Tracy Fliss (Taos Academy) has on her bylaws RWCS will be golden. Someone needs to type up the information. Will need to type up the information and put RWCS’ name on it.

G. Discussion and update on RWYEP – send another email that states its RWYEP not RWCS. Tabled for next month. Ms. Georgia Epstein is willing to be on the Board for RWYEP.

H. Discussion on PEC Performance Framework – try to get information for next meeting.

IV. Administrative Report

1. Director’s Report - see attached

VI. Verify date of next Governance Council Meeting Tuesday, January 24, 2017 at 5:30 p.m.

VII. Executive Session – Personnel, Property, Legal (Pursuant to NMSA 10-15-1, H (2) 2010) Mr. Michael Rael entertains a motion to go into Executive Session for the purpose of discussing the process for the Director’s evaluation and Journal Entry. Mr. Jules Epstein motions, Second by Dr. Stephanie Owens. Motion carries. Roll call vote: Mr. Michael Rael – yes, Mr. Jules Epstein – yes, Mr. Stephen Abt – yes, Ms. Heidi Martinez – yes, Dr. Stephanie Owens – yes.

Exit out of Executive Session with no formal action. Roll call vote: Mr. Michael Rael – yes, Mr. Jules Epstein – yes, Mr. Stephen Abt – yes, Ms. Heidi Martinez – yes, Dr. Stephanie Owens – yes.

VIII. 8:13 \*Adjournment Motion by Mr. Stephen Abt, second by Mr. Jules Epstein. Motion c carries.