

Roots & Wings Community School

35 La Lama Rd, Questa, NM 87556



Approved Governing Council Meeting Minutes**: August 22, 2023

(Meeting scheduled for the 3rd Tuesday of every month @ 5:30pm ** This meeting was delayed by one week due to the start of school on 8/15/2023)

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

In-Person at school or online using Google Meeting [Link](#)

By Phone (US) +1 904-580-9474 PIN: 475 226 824#

I. Opening Business Call Meeting to Order: 5:42 PM

II.

A. **Roll Call:** Pres- Aline Robertson - Present, VP- Erica Lannon - Absent , Secretary- Scotney Blackburn-absent, Elizabeth Anderson-present & Andrea Griffin -present

Do we have a quorum: Yes

Others in Attendance: Jon Orris & Sarah Pina

Members of the Public:

B. 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!

C. Approve, Amend, or Denial of Current Meeting Agenda: 08/22/2023 Aline Robertson makes a motion to approve the Agenda with language Amendment on item D to “Draft” . Elizabeth Anderson 2nds the motion. Roll call vote: Aline- y Elizabeth-y Andrea- y Motion approved.

D. Approve, Amend, or Denial of Prior Meeting Minutes: 07/18/2023 Draft GC Meeting Minutes Aline Robertson makes a motion to approve the draft, second by Elizabeth. Aline - yes, Elizabeth, - yes, Andrea - yes. Motion passes.

https://docs.google.com/document/d/1m9GxtdMadYa9Ai113LEvV6QY5BpShLCZfy_Mh1UTDa0/edit

(Proposed revisions: insert link here or present verbally at the meeting)

III. Public Comment: (3 minutes/person or 12 minute max) If more time is needed, a letter/email should be sent to the GC ahead of the meeting, or request the topic be on a future agenda. Due to restrictions of the Open Meetings Act the GC is not able respond to public comments presented at this time as the Public has not been sufficiently notified of the discussion. The GC will take all comments under advisement.

IV. Informational/Discussion Items:

A. Membership: Recruitment, Orientation & Onboarding - Looking for more members

B. Robert’s Rules of Order [Summary Robert's Rules of Order](#)

C. [Directors Report](#) (Jon)

D. Finance Committee Report Link (Aline/Scotney): There were no areas of concern and all normal transactions, Sarah is working on getting the final figures together for phase II purchase. (FinancePacket will also be available to all board members on day of Finance Comm Mtg).

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https://docs.google.com/document/d/1PH5w4Kfm11w5fq4Abypglv1hahhCjCgA9iAwhvZxVLo/edit?usp=drive_link

E. FY 23-24 Policy reviews

1. Governance Management Plan review:
<https://docs.google.com/document/d/1mOCWjbC9f9G1xUNLnfzJx9irLb0A71xij1aZAI4TeIA/edit>
2. OMA Resolution review
https://docs.google.com/document/d/1DzxOHnIBF3YnJ_uO3rzVE2lf-kIGce9dwoPTD4neGqU/edit?nati veconvert=1
3. School & Governance - Policy Committee? (Aline appointed Elizabeth and Aline to Policy Committee. They will meet & review policies & present to the board on an ongoing basis.)

F. Board Retreat: Each member reports an area of focus for the upcoming school year. Elizabeth Anderson more outreach to parents and staff through surveys. Aline wanted to focus on enrollment growth & more outdoor program trips.

G. Governance Board Google Drive and access updates: Still having troubles with some files & folders. Jon resolved many of the issues & control parameters. Let him know if you are still having trouble. Control parameters changed because Aline made changes in the drive. Jon was not able to resolve and is waiting on the IT company.

H. Hillcrest Bank Change of Signer Updates (in process)

I. Facility Committee Report (Aline) -Lease purchase agreement and the Purchase agreement- Decided to discuss more in depth in the closed session.

V. Action Items:

A. Budget Adjustment Requests (Jon presenting for Sarah) BAR #570-000-2324-0002-IB -Initial budget BAR for Fund 25233 - Rural Education Achievement Program (REAP). The grant amount is \$9,622 and will be budgeted to:

- Salary to increase the reading interventionist FTE by 0.10 FTE - \$7,500
- Educational Retirement Contributions - \$1,397
- Retiree Healthcare - \$150
- Social Security - \$465
- Medicare - \$110 (Aline Robertson makes a motion to approve Bar, Elizabeth second, Aline- Y, Elizabeth- Y, Andrea Y Motion approved.)

B. Payroll and Accounts Payable Vouchers (July 2023 Payroll Liabilities : \$68,201.01 & July 2023 Accounts Payable \$36,339.97) -Aline presented- Aline motions to approve Payroll & Accounts Payable Vouchers & Payroll Liabilities as presented, Elizabeth second, Aline-Y, Elizabeth-Y Andrea-Y. Motion approved.

C. Policies: OMA & Governance Management Plan Aline moves to table it, Elizabeth second, Andrea-Y, Aline-Y, Elizabeth-Y. Motion tabled as Policy Committee will review & present later..

D. [Taos Pueblo land Acknowledgement](#) Aline motions to approve addition of the Taos Pueblo Land Acknowledgement to Student - Parent handbook, Elizabeth second, Aline- Y; Elizabeth - Y; Andrea-Y. Motion approved.

E. [23-24 Student/Parent Handbook](#) Aline motion to approve the 23-24 student-parent handbook with correction of board emails and include fiscal year on footer of document. Elizabeth second, Aline-Y, Elizabeth-Y, Andrea-Y. Motion approved.

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VI. Closed Session - *Closed Session Pursuant to Section 10-15-1(H)(8) NMSA 1978, the Board will meet in closed session to discuss the purchase of real property & Pursuant to NM Statute Section 10-15-1 H(2) limited personnel matters*

A. Vote to go into Closed Session: Aline-Y, Elizabeth-Y, Andrea-Y Go into closed session at (7:57 pm, Jon Orris is invited)

B. Following Closed Session the Council will return to Open Session and may take action. Only the item(s) listed above will be discussed. Come out of closed session at 9:09PM no action taken.

VII. Closing Business

A. Next Regular Meeting: Sep 19, 2023 5:30 PM

B. Adjourn meeting: Aline motion to adjourn the meeting at 9:11pm, Elizabeth seconded the motion, Aline-Y, Elizabeth-Y, Andrea-Y Meeting adjourned.