

# roots & wings

COMMUNITY SCHOOL

## *Regular Governance Council Meeting*

Wednesday, August 2, 2017 – 6:00 PM at RWCS in Lama, NM

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

- I. Opening Business
  - A. Call to Order & Roll Call (establishment of quorum)
  - B. \*Approval of Agenda
  - C. \*Approval of Minutes - Regular Governance Council meeting of April 25, 2017
  - D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum) -Ms. Amelia Eshleman, Ms. Peg Bartlett, and Ms. Annalise Zosel just asked for communication from the GC. Mr. Michael Rael wanted to let everyone know that the secretary position was never lost.
- II. Administrative Report – talked about the playground getting installed. Found a different company. Playground should be up by the first week of school. Mr. Tyler Eshleman there to talk about the website. See attached
- III. Strategic Business
  - A. \*Consent Agenda: Finance/Audit Committee – There are no red flags. Everything looks good.
    1. Financial reports/documents
    2. Temporary loans from operational
    3. BAR's Request – Mr. Michael Rael entertain a motion to approve BAR's -Mr. Jules Epstein motion. Mr. Stephan Abt second
    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- Mr. Michael Rael entertain a motion to approve. Mr. Jules Epstein motion Mr. Stephen Abt second.
  - B. \*Annual policy review:
    1. Audit committee -
    2. Finance committee – still need a parent on the committee.
    3. Board references
    4. List of Governing Council Terms
    5. Conflict of interest policy – needs to be updated.

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6. Governance management plan
  7. Bylaws – need to find the paperwork
  8. SHAC (School Health Advisory Council) committee policy
  - 9.
- C. \*Discussion and approval of contracts -
- D. \*Discussion and approval of Regular Monthly RWCS Meeting Dates for 2017-2018 – table until next meeting if there are new board members.
- E. Monitoring the RWCS charter
1. Financial Performance Framework -
  2. GC Observation – already discussed. It was in open session.
  3. PARCC preliminary data presentation and discussion – already done
  4. Short-cycle assessment data presentation and discussion – not ready under review.
- F. Opening of school  
-Students first day is on Monday, August 21, 2017.
- IV. \*Verify date of next Governance Council Meeting Wednesday, August 23, 2017 at 6:00 p.m. – Wednesday, August 23, 2017 at 6:00 pm
- V. Executive Session – Personnel, Property, Legal (Pursuant to NMSA 10-15-1, H (2) 2010) 8:46 pm to come out of executive session. Mr. Michael Rael entertain a motion to go into executive session. Mr. Stephen Abt motion. Mr. Jules Epstein second. Roll call vote.
- VI. \*Approval of interim director contract – Mr. Michael Rael entertain a motion to hire Mr. Randall Green as Director. Mr. Stephen Abt motion. Mr. Jules Epstein second. Roll Call vote.
- VII. \*Adjournment – Mr. Michael Rael entertain a motion to adjourn at 8:48 pm. Dr. Stephanie Owens motion. Mr. Jules Epstein second.