Governing Council Regular Meeting

At Roots & Wings Community School, Lama, NM

September 18th, 2018 at 5 pm

Minutes

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(\*) Asterisk indicates an action item

1. CALL TO ORDER of the Regular Open Governing Council Meeting-meeting called to order at 5:09 pm. Roll call vote Mr. Michael Rael present, Ms. Jenny Lewis present, Ms. Erica Lannon present, Ms. Robin Mayo present, Dr. Stephanie Owens absent ---------- Special guest - Ms. Sarah Pina present
2. Approvals
3. \*Agenda September 18th, 2018 - MR. Michael Rael entertain motion to approve agenda with changes Item 8 I (GC Collaborative schedule). Ms. Erica Lannon motion, Ms. Jenny Lewis second. Roll Call vote: Ms Erica Lannon yes, Ms. Robin Mayo yes, Ms. Jenny Lewis Yes. All approve
4. \* Minutes August 14th, 2018 - item 6 G - must be changed to and add Dr. Stephanie Owens. Mr. Michael Rael entertain motion to approve minutes with changes. Ms. Jenny Lewis motion, Ms. Robin Mayo second. Roll Call Vote: Ms. Jenny Lewis yes, Ms. Erica Lannon yes, Ms. Robin Mayo yes. All approve
5. Mission Moment – Mark Richert- shared some information that parents shared with Mr. Mark Richert about Overnight trips. all good
6. Public Recognition and Comment(s) - N/A
7. Public – Introductions and Comments
8. Action Items

A.\*Sign collaborative school-wide communication charter - worked on communication charter at retreat and followed that path with faculty and faculty followed with students. Asked GC member to sign. Mr. Michael Rael read aloud. Mr. MIchael Rael entertain a motion to approve. Ms. Erica Lannon motion, Ms. Jenny Lewis second. Roll call vote: Ms. Erica Lannon - yes, Ms. Jenny Lewis-yes, Ms. Robin Mayo - yes. All approve

1. \*Material interest / conflict of interest form – GC members sign off - piece of financial audit. Document asking if there is a conflict of interest. Mr. Michael Rael entertain a motion to approve the related party transaction form with the information noted. Ms. Jenny Lewis motioned. Ms. Erica Lannon second. Roll call vote. Ms. Jenny Lewis - yes, Ms. Robin Mayo - yes. Ms. Erica Lannon -yes. All approve.
2. Financial Report – Sarah Pina

A. Budget Review

B. \*BARS: Budget Adjustment Requests - Mr. Michael Rael entertain a motion to approve BAR's 0004-IB, 0005-IB, 0006-I, 0007-IB Ms. Jenny Lewis motion, Ms. Erica Lannon second. Roll call vote - Ms. Robin Mayo - yes, Ms. Erica Lannon-yes, Ms. Jenny Lewis - yes. All approve

C. \*Council approval of material procurement contracts over $10,000 - if going to get something over $10000.00 board must approve purchase - Mr. Michael Rael entertain motion to approve. Ms. Robin Mayo motion, Ms. Erica Lannon second. Roll call vote - Jenny Lewis - yes, Ms. Robin Mayo - yes, Ms. Erica Lannon - yes. all approve

C. Training with Deanna Gomez process - Ms. Sarah Pina will give her reports so that way she can train GC with reports that the school uses. Deanna Gomez will talk to PED about getting credits for GC. Maybe shoot for November. need 3 hours of finance training. GC members will be able to make November 3 training.

D. Establish Finance Committee Meeting Schedule- plans to meet on the second Tuesday of every month. Will email times that everyone is available.

1. Director’s Report – Attached -- Mark Richert - see attached
2. Academics
3. School 2017 – 2018 grade - B
4. MAP testing completed
5. Teacher PD on September 17th, 2018
6. Hired a full-time EA
7. Overnight trips completed; teachers can now focus fully on fall learning expeditions
8. Michelle Hunt had to cancel two mentor meetings with me
9. Operations
10. Facilities Master Plan in place with the Public Schools Facility Authority – Lease Assistance Applications in review
11. Future facility and location considerations - put on next agenda
12. Investigating Farm to Table lunch program possibilities
13. Met with Traci Filiss 9/13 to discuss systems/operations
14. Safety
15. Four fire drills to date
16. No updates from Northern Fire Suppression despite repeated phone messages
17. Public Insurance Authority inspected the grounds – report forthcoming
18. Compliance
19. WebEpss Preliminary Evaluation Report
20. Governing Council Review of and Approval of Policies- minutes from last meeting notes that this needs to be an action item. Need to approve every year. Want to make sure these are necessary. Put as an action item for next meeting. Went over A-I. Will work with the GC to get it complete.
21. Audit and finance committee -
22. Board references -
23. List of Governing Council terms -
24. Conflict of Interest policy - in the works
25. Governance management plan - consider personalizing more
26. Bylaws - 2 different versions. One on the website.
27. SHAC committee policy - School Health Advisory Council - on school safety plan
28. Open Meetings Act
29. GC siclacle calendar - 5 sections - every meeting to go over and review and revise. On Board Retreat Packet.
30. Executive Session – limited personnel matters
31. Final Comments and Announcements - teachers are really happy the way school has started.
32. Adjournment - meeting adjourned at 7:02 pm