##### Regular Governance Council Meeting

Tuesday September 20, 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 August 23, 2016

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

II. Presentation & Discussion – The K-2 Teacher and the 3-5 Grade Teacher will present information on PARCC Data and the Student Improvement Plan

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   Calendar of FY 2016-17 Governance Council meetings

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

 E. 6:30 Discussion and review of 2015-2016 School Report Card

 F. 6:35 \*Discussion and approval of playground fencing project and Update on Parking Lot

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

 Audit committee

 Board references

 Conflict of interest policy

 Finance committee

 Governance management plan

 List of Governing Council Terms

 Bylaws

 SHAC (School Health Advisory Council) committee policy.

IV. Administrative Report

1. 7:00 Director’s Report

VI. 7:10 \*Verify date of next Governance Council Meeting Tuesday, October 25, 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 September 20, 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) – 6:08 pm Ms. Heidi Martinez – present, Dr. Stephanie Owens – present, Mr. Jules Epstein – present, Mr. Stephen Abt – present, Mr. Michael Rael – present. Quorum present

 B. \*Approval of Agenda – Mr. Michael Rael would like to add to new business Discussion and resolution to join Asis. There is no charge to join the organization. Mr. Michael Rael entertain a motion to approve the agenda as amended. Mr. Jules Epstein motion. Mr. Stephen Abt second. Blanket the approval to transfer funds because of the creations of a new fund. Will put that under I.

 C. \*Approval of Minutes - Regular Governance Council meeting of August 23, 2016 – Mr. Michael Rael entertain a motion to approve minutes. Mr. Jules Epstein motion to approve. Mr. Stephen Abt second.

D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum) – Mr. Gerrit VanEvery and Ms. Annalise Zosel - RWCS has a very unique group of kids. From kids with special needs, have also become a Magnet school for home school kids who have never been to school before to a waldorf school.

II. Presentation & Discussion – The K-2 Teacher and the 3-5 Grade Teacher will present information on PARCC Data and the Student Improvement Plan - The grade card was mostly PARCC results. Have been able to identify kids. Middle school for Dyslexia is at 33%, 3-5 grade is at 25%. Trying to get paper PARCC test instead of online. Small amount of test prep. During PARCC, K2 will be doing outdoor school at the ranch. Thought about fundraising for meals during testing time.

III. Strategic Business

A. \*Consent Agenda: Finance/Audit Committee

1. Financial reports/documents

2. Temporary loans from operational

3. BAR’s Request – 2 BARs $79,912.00. There should be $16,000.00 left.

 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

- The land purchase has nothing to do with the money put aside for the purchase of building. There would more likely be more money available next year for building purchase. We are not in a lease purchase agreement but a lease agreement. Dr. Stephanie Owens wants a detailed report. The board wants exact numbers. No rounding. Table one of the BARs until the board gets more details about it. Mr. Michael Rael entertain motion to approve first BAR – 79912.00 (570000016170003M) with the comment that it should be to the cent. No rounding. Table second 27107.00 (5700000016170002-I) until get more information. Mr. Stephen Abt motion. Mr. Jules Epstein second. There are no temporary loans. Financials as of September 13, 2016. Concerned about the size of payroll. Afraid that if there is not a carryover we might not be able to rehire. Mr. Michael Rael entertain a motion to approve Finance Report, Audit Committee Report, Finance Committee Report, Genreal Ledger detail, and copy of bank statement – Mr. Jules Epstein motion Mr. Stephen Abt second.

 B. \*Discussion and approval of Open Meetings Act resolution - approve open Meetings Act pending the merge of the 2 drafts. Mr. Jules Epstein second.

 C. \*Discussion and approval of   Calendar of FY 2016-17 Governance Council meetings – November, December, February, and June – Mr. Stephen Abt has prior commitments. Mr. Michael Rael entertain a motion to approve with the condition that they look at the month by month that will work for everyone. December meeting has been changed to December 13, 2016. November 16, 2016. Mr. Jules Epstein motion. Dr. Stephanie Owens second.

 D. Discussion and process to prepare Evaluation Plan for the Director -Mr. Michael Rael would like Asis to come in and train the Board

 E. Discussion and review of 2015-2016 School Report Card – already discussed with staff. Staff did a great job presenting and letting the Board know what the plans for PARCC and other tests will be. Board would like reports.

 F. \*Discussion and approval of playground fencing project and Update on Parking Lot – been working with MTC and Edward Vigil. County is not meeting until November. Try to add to special use permit. RWCS has a special use permit. We can add 25% more. MTC will have to apply for engineer permit. Mr. Michael Rael will talk to Mr. Vigil about the permit. Need to have a detailed quote from MTC.4 different quotes need to be detailed. This has been approved. Just a follow up discussion.

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

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 -The Board needs to have Liability insurance. They are supposed to have it. Maria Montes and Karen Quintana Shannon also said they have it. Dr. Stephanie Owens motion to approve everything except Governance Management Plan and Bylaws Mr. Jules Epstein second.

IV. Administrative Report

1. Director’s Report - see attached.

VI. \*Verify date of next Governance Council Meeting Tuesday, October 25, 2016 Tuesday, October 25, 2016 at 6:00 pm. Mr. Michael Rael entertain a motion to call. Mr. Stephen Abt motion. Mr. Jules Epstein second. 8:27pm

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

 VIII. \*Adjournment