##### Regular Governance Council Meeting

Wednesday August 23, 2017 – 5:30 PM at RWCS in Lama, NM

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

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) – 6:18 pm. Roll Call – Mr. Stephen Abt-present, Ms. Heidi Martinez, Dr. Stephanie Owens-present, Mr. Jules Epstein-present, Mr. Michael Rael - present. There is a quorum.

B. \*Approval of Agenda – there will not be Strategic Business. Take out item number III completely. Move item II to next meeting and make it an action item. Change approval of minutes from January 24 to August 2. – Mr. Michael Rael entertain a motion to approve agenda as amended. Mr. Jules Epstein motion, Dr. Stephanie Owens second. Roll call vote. Passed

C. \*Approval of Minutes - Regular Governance Council meeting of January 24, 2017 -

D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum) – Ms. Peg Bartlett. – see attached letter

II. Presentation & Discussion – Introductions of persons interested in serving on the GC.

III. Strategic Business

A. \*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

IV. Administrative Report

1. Director’s Report – Facilities, Enrollment, Personnel, Communication, Relationships, Outreach, Operations, Technology, Sept 1 PED/CSD deadline, POMS letter – Playground will be finished by Friday, August 25, 2017. Enrollment is at 41. Everyone is doing recruitment. Put it on Facebook, putting a board on the bottom of the hill, word of mouth, thinking about doing media to advertise A grade. We are fully staffed per our budget. Staff will start using RWCS email and not personal email. POMS wants RWCS to put up a fence behind the storage sheds.
2. \*Approval of GC meeting schedule – Third Wednesday of each month at 6:00 pm. Mr. Michael Rael entertain a motion to approve the 2017-2018 Governing Council Meeting Schedule. Mr. Jules Epstein motion. Dr. Stephanie Owens second. All in favor.
3. \* Present revisions in GC procedures (capture this discussion in minutes and upload these minutes into WebEPSS by 9/1 under GC observation) – Dr. Stephanie Owens motions to approve the 2016-2017 School Improvement Plan for the purposes of meeting the Charter School September 1 deadline. -Mr. Jules Epstein second. Roll Call vote – passed unanimously.

Agendas are being posted within 72 hours, Minutes aren’t being posted within 10 days, be more specific in agendas, and Roll Call vote needs to be noted. Went through these items in the June meeting. There are no minutes. Went over all outstanding 120-day State Visit observations.

GC Observation Tool – we will include all names of GC members that are in attendance, we will post the agenda on the website and on the school board 72 hours prior to the meeting starting with the September 27, 2017 meeting, we will be specific as reasonably possible about the agenda items of each meeting particularly regarding executive session, we will make sure all board minutes are completed and posted on the website within 10 days.

Dr. Stephanie Owens will help with a lot of the items.

Governance Council has reviewed the outstanding areas of noncompliance in the SCD report that is due September 1, 2017.

1. Discussion of 2016-17 embargoed school grade report -
2. Budget review.

VI. \*Verify date of next Governance Council Meeting - Governance Council meeting is September 20, 2017 at 6:00 pm

VII. Executive Session - discussion of director's PDP for 2017-18 – Mr. Michael Rael entertain a motion to go into Executive Session. Mr. Jules Epstein motion – Dr. Stephanie Owens second. Roll call vote – Dr. Stephanie Owens -yes, Mr. Jules Epstein – yes, Mr. Stephen Abt -yes.

Did have a roll call vote to go out of Executive Session. Dr. Stephanie Owens motion. Mr. Jules Epstein second. Mr. Stephen Abt. All 3 yes

VIII \*action to approve PDP – no action taken. Postponing until next meeting.

VIII. \*Adjournment – Mr. Michael Rael entertain a motion to adjourn. Mr. Jules Epstein motion, Dr. Stephanie Owens second, All in favor – Mr. Stephen Abt, Mr. Jules Epstein, and Dr. Stephanie Owens. 8:05 pm