

McCurdy Charter School Resolution 01-17

WHEREAS, the McCurdy Charter School Governance Board Met in regular session at the Bachman Administrative Building, 362 S McCurdy Road, Espanola, New Mexico on January 5, 2017 at 6:00 p.m. as required by law; and it was moved to have regular scheduled meetings every 3rd Thursday of each month.

WHEREAS, Section-10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires that McCurdy Charter School Governance Board to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the McCurdy Charter School Governance Board that:

1. All meetings shall be held at the Bachman Administrative Building, 362 S McCurdy Road, Espanola, New Mexico at 6:00 p.m., or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held every 3rd Thursday of each month. The agenda will be available at least seventy-two hours prior to the meeting from Carrie Vigil, 362 S. McCurdy Rd. Española, New Mexico.
3. Special meetings may be called by the Chairperson or a majority of the members upon three days' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The McCurdy Charter School Governance Board will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or majority of the members upon 24 hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted on the McCurdy Charter School website, and written notice of the annual schedule is provided once annually to broadcast stations within a 30-mile radius and to newspapers of general circulation that have made a written request for notice of public meetings.

6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted on the McCurdy Charter School website, and posted on Bachman Administration building at McCurdy Charter School. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of special and emergency meetings.

7. In addition to the information specified above, all notices shall include the following language: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Carrie Vigil at (505) 692-6090 ext. 104 if a summary or other type of accessible format is needed.

8. McCurdy Charter School Governance Board may close a meeting to the public only if the subject matter of such discussion or action is in compliance with the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

a. If any meeting is closed during an open meeting such closure shall be approved by a majority vote of a quorum of the McCurdy Charter School Governance Board taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

b. If a closed meeting is conducted when the McCurdy Charter School Governance Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of the law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, if given to the members and to the general public.

c. Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

d. Except as provided in Section 10-15-1 (H) of the Open Meetings Act, any action taken as a result of discussion in a closed meeting shall be made by vote of the McCurdy Charter School Governance Board in an open public meeting.

Passed by McCurdy Charter School Governance Board this day, January 5, 2017.

Signature *Liberal Bennett Anderson*
MCS Governance Board Chairperson

Date Signed *1/5/2017*