

Agenda/ Minutes of Hózhó Academy Governing Council

Date: 7/31/2018

Time: 8:00 pm

Location: 104 E. Aztec Ave., Gallup, NM 87301

Meeting Type: Regular Special Proposed Approved

I. Meeting was brought to order at [BLANK]

II. Pledge of Allegiance led by [BLANK]

III. Roll Call

[SECRETARY]

Members:	Present	Absent
Rachel E. Mason	<input type="checkbox"/>	<input type="checkbox"/>
Patrick T. Mason	<input type="checkbox"/>	<input type="checkbox"/>
Jeremy Boucher	<input type="checkbox"/>	<input type="checkbox"/>
Erin Montano	<input type="checkbox"/>	<input type="checkbox"/>
Amanda Tanner	<input type="checkbox"/>	<input type="checkbox"/>
Brinn King	<input type="checkbox"/>	<input type="checkbox"/>

Other Attendees: [Blank]

IV. Approval of Agenda:

[CHAIRPERSON]

Action Requested: Review and approve agenda.

Motion: [BLANK]

Second: [BLANK]

Amendments: [BLANK]

Unanimous or **Ayes:** **Nays:**

V. Approval of Consent Agenda Items

[CHAIRPERSON]

Action Requested: Review and approve Minutes from 6/26 meeting.

Motion: [BLANK]

Second: [BLANK]

No correction or objection: [BLANK]

Unanimous or **Ayes:** **Nays:**

VI. Comments from the community:

- a. No comments.

VII. Open Action Items

a. Approval of Student and Staff Handbooks

J. Hillock

Student and staff handbooks have been finalized. In review, please pay special attention to uniform policy, homework policy, student code of conduct, teacher code of conduct.

Action Requested: Review and possible action on student and staff handbooks for the 2018-2019 year.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or **Ayes:** **Nays:**

VIII. New Action Items

a. CES Educational Cooperative Agreement

J. Hillock

CES is an educational cooperative for the purpose of securing goods and services we may need for our school. The agreement requires board signature and approval. Fee is \$300 for the year.

Action Requested: Review and possible action on CES Joint Powers Agreement

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or **Ayes:** **Nays:**

b. Section 218 Agreements

K. Rarick

This is the vote if we want to provide social security withholdings at our school.

Action Requested: Review and possible action on section 218 agreements.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or **Ayes:** **Nays:**

c. Check Procedure Changes

K. Rarick

Change the language on our check-writing procedures to say the following: i. The established checking account shall be the primary account for school financial obligations, as well as the primary

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account for deposit and receipt of all funds. Authorized signatories to this account shall be the Principal, Board Treasurer, and Board Chair.

1. Checks under \$5,000 will require the signature approval of the Principal.
2. Checks of \$5,000 or more will require the signature approval of the Principal AND Board Chair.
3. Checks payable to the Principal must be signed approved by the Board Chair. Checks of \$5,000 or more payable to the Principal will require the signature approval of Board Treasurer AND Board Chair.
4. ~~Under no circumstances should the recipient of a check also be a signatory on his or her own check.~~

Action Requested: Review and possible action on changes to our check approval language.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or Ayes: Nays:

- d. **Board membership for year** P.Mason

Board membership numbers must be set each fiscal year. Also, discussion on the upcoming resignation of R.Mason and P.Mason.

Action Requested: Review and possible action on number of board members for the 2018-2019 year.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or Ayes: Nays:

- e. **Designation of new board member(s)** R.Mason

Review new board member(s) interested in serving.

Action Requested: Review and possible action on replacement board members for the 2018-2019 year.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or Ayes: Nays:

- f. **Election of Officers for 2018-2019** P.Mason

Officers must be elected for each fiscal year.

Action Requested: Review and possible action on board member officers for the 2018-2019 year.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or **Ayes:** **Nays:**

IX. Finance Committee Report and Action

a. Report on expenditures and statement of accounts. Possible presentation of revised budget.

b. Approval of Financials

P. Mason

Beginning of year financials and expenditures.

Action Requested: Review and possible action on financials from the month of July.

Motion: [BLANK]

Second: [BLANK]

Discussion: [BLANK]

Unanimous or **Ayes:** **Nays:**

X. School Principal Report

Juliane Hillock, Principal

a. Report on preparations for the beginning of the year and especially for the beginning of the year PED visit.

XI. Other Reports

a. **Governance** – Review of staff complaint letter (CLOSED SESSION) and explanation/evaluation of hiring practices.

b. **Audit** – no report

c. **Other Committees** – None

XII. Other Business and Announcements

a. None

XIII. Training (Time Permitting)

a. None

XIV. Adjourn

Motion: [Blank]

Second: [Blank]

Discussion: [Blank]

Unanimous or

Ayes:

Nays:

Meeting adjourned at [BLANK]