



New Mexico Public Education Commission (PEC)

Governing Body By-Laws Change Notification Instructions

Purpose: To notify the Public Education Commission (PEC) of a change in the school's Governing Body By-Laws.

Submission Deadline: Changes to the Governing Body By-Laws do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

The school must provide:

- ⊗ Fully completed form
- ⊗ Approved board minutes or certification of the board's vote approving the new By-Laws
- ⊗ Description of and rationale for the change
- ⊗ A red-lined copy of the By-Laws
- ⊗ A clean copy of the new By-Laws

Contact charter.schools@ped.nm.gov with questions about completing or submitting documents.

Governing Body By-Laws Change Notification Form

Submit this form and all supporting documents to charter.schools@ped.nm.gov


The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Red River Valley Charter School, hereafter "the school," effective on 7/1/2021.

Current section & language in school's Governing Body By-Laws which will be changed or replaced (can refer to red-line copy provided): Please review red lined copy. Article I, section 5; Article II sections 2 and 5.

New section & language to change or replace what is provided above (can refer to red-line copy provided): Please see highlighted copy

Effective Date: 9/16/2024

The school's notification is hereby submitted by:

Signature of School Representative:  **Date:** 10/01/2024

Signature of Governing Board Chair:  **Date:** 10/01/2024

For PEC/CSD use only

PEC Meeting Date:

Agenda: Consent (typical) Regular (unusual circumstance)

The school's notification was: Accepted Rejected (provide reason)

Electronic signature of CSD Director: _____ **Date:** _____

Rationale for change article I section 5: The rationale for the change in bylaws Article 1, Section 5 reflects a shift from an election-based selection process to an appointment system. This adjustment allows for greater flexibility in maintaining a well-rounded and experienced governing council by enabling current members to select new members through a majority vote. Additionally, the Chair's authority to appoint interim members ensures that the council can quickly address vacancies and maintain functionality without delay, enhancing the council's ability to sustain continuous leadership.

Rationale for change article II section 2: The rationale for the change in this section emphasizes the shift from an election-based to an appointment-based system. By specifying that Governance Council members shall hold office for a minimum of two years from their appointment, the new version ensures consistency and stability in leadership. This change provides clarity on term expectations, reinforcing the council's commitment to continuity while offering the flexibility to extend service beyond two years if necessary, thus fostering long-term governance.

Rationale for change article II section 5: The rationale for this change in Article II, Section V reflects the governance council's transition from an election-based system to an appointment-based process. By replacing special elections with appointments to fill vacancies, the council can more efficiently address leadership gaps and ensure timely replacements.

Red River Valley Charter School Regular Meeting Minutes

Monday, September 16, 2024

1)

- a. Courtney called the meeting to order at 5:37pm. Courtney Henderson, Joe Ben Mandonado, Heather Larson, and Nick Church are all present.
- b. Pledge
- c. No conflict of interest.
- d. Joe Ben makes a motion to approve the agenda and Nick seconds. All in favor. e) Nick makes a motion to approve the minutes and Joe Ben seconds. All in favor

2)

- a. Jackie McCollum didn't make it to present her teacher report.
- b. Kimberly presents the administrator report.

3)

- a. No public comment.

4)

- a. Katie presents the Monthly Financial Statement. Heather makes a motion to approve the monthly financial statement. Nick seconds. All in favor.
- b. Katie presents BARS. Heather makes a motion to approve BARS 0007-I, 0008-I and 0009-I. Nick seconds. All in favor.
- c. Heather makes a motion to accept the bid from Red River Construction Co to rework the back yard awing and snow mitigation. Nick seconds. All in favor

5)

- a. Heather makes a motion to adopt the amended bylaws. Nick seconds. All in favor.

6)

- a. None
- b. Next meeting falls during fall break, so it is moved to October 28, 2024 at 5:30pm.
- c. Courtney adjourns the meeting at 6:27pm.

BYLAWS

Bylaws of the Governance Council of the Red River Valley Charter School of Taos County, New Mexico:

ARTICLE I

NAME, LOCATION, FISCAL YEAR, SCHOOL ADMINISTRATOR, AND ELECTIONS

Section 1. NAME

The name of the organization shall be the Red River Valley Charter School.

Section 2. LOCATION

The location of the facility shall be located on the Questa Independent School District property at 500 E. High St., Red River, NM.

Section 3. FISCAL YEAR

The fiscal year of the Charter School shall coincide with the fiscal year as mandated by the New Mexico Public Education Department (NMPED), July through June of each school year.

Section 4. SCHOOL ADMINISTRATOR

The School Administrator shall serve in the role as chief administrator for the day-to-day operations of the Charter School, as well as provide such other services and duties as shall be assigned by the Governance Council. At all times, the School Administrator shall account to and serve at the direction of the Governance Council. The Administrator shall be appointed by the Governance Council and may be removed a vote of two thirds (2/3) of the Governance Council, with or without cause, whenever in its judgment, the best interests of the Charter School are served by such an action.

Section 5. GOVERNANCE COUNCIL ELECTION

The members of the Governance Council shall be selected by election of the employees of the Charter School and parents of charter school students. Five members shall be selected by general election by the employees and parents of charter school students. Election for alternating seats shall be held during the second week of September.

ARTICLE II

NUMBER, TERM, GENERAL DUTIES, COMPENSATION, AND VACANCIES

Section 1. NUMBER

Red River Valley Charter School will be governed by a Governance Council consisting of five (5) members.

Section 2. TERM

A Governance Council member shall hold office for two years from the date of their first election.

Section 3. GENERAL POWERS AND DUTIES

The property, business, and affairs of the Charter School shall be managed by the Governance Council. Without limiting the generality of the foregoing, the Governance Council may exercise all such powers of the Charter School as are provided by the New Mexico education policies (NMSA Section 22) and these bylaws. The Governance Council shall assign duties and responsibilities to appropriate committees as necessary. If necessary, these duties and responsibilities may be reassigned or reassumed, at any time at the discretion of the Governance Council.

Section 4. COMPENSATION

Members of the Governance Council are considered volunteers and shall receive no compensation of any means for their services.

Section 5. VACANCIES, RESIGNATIONS, AND REMOVALS

In the event of a Governance Council member's resignation, removal from the Council, or death, remaining voting Governance Council members will appoint an individual to fill the vacant position. The remaining members will have an equal vote and shall be given fifteen (15) days advance notice of any meeting in which an appointment vote will be taken. Any members who will be unavailable to attend said vote in person, may vote via live phone conference.

In the event that two or more Governance Council member positions are vacant during the same time period, the Governance Council shall initiate a special election to fill the vacancies in accordance with Article I, Section 5, above.

Any Governance Council member may resign at any time by giving fifteen (15) days prior written notice to the President or Secretary of the Governance Council. The resignation shall take effect at the time specified therein and unless otherwise stated therein the acceptance of such resignation shall not be necessary to make it effective. Any member of the Governance Council may be removed at any time, with or without cause as determined by a two-thirds (2/3) vote of no confidence from the entire remaining members of the Governance Council.

Any officer must give all members of the Governance Council at least ten (10) working days advance notice of any meeting in which a vote will be taken to remove another member from the Governance Council. These notices must be sent to the other members by certified mail by the officer who called the meeting. All remaining members of the Governance Council must record a vote or written abstention. In the event of a failure to make contact with Governance Council members before the meeting, the voting shall be delayed until contact is made.

Section 6. ATTENDANCE

Attendance at Governance Council meetings is mandatory. If a member must miss a meeting due to extenuating circumstances, he or she must give the President twenty-four (24) hours

advance notice if possible. If a Governance Council member cannot attend the meeting in person, the Governance Council may arrange with the President to participate via phone conference.

Failure to follow this procedure may be grounds for removal from the Governance Council. Missing three (3) meetings in a quarter may result in removal from the Governance Council.

Section 7. CONDUCT OF MEETINGS

The President of the Governance Council, or in the absence of the President, the Vice President shall serve as Chair at all regular and special meetings of the Governance Council. The conduct of the meetings shall be in accordance with established parliamentary procedure, except as otherwise specified by State Law, or by the Governance Council. The Governance Council shall be governed by the rules prescribed in *Roberts Rules of Order, Newly Revised*.

Note: Under Roberts Rules, these parliamentary rules of order may be suspended by a two-thirds (2/3) vote.

Section 8. GOVERNANCE COUNCIL CONFLICT OF INTEREST

Members of the Governance Council hold a position of trust, created in the interest of the common good and the benefit of the Charter School. It is the intent of this section to maintain public confidence and prevent the use of public office for private gain. Governance Council members shall disclose any known or potential conflicts of interest in writing to the Governance Council prior to the time set for voting on any such transaction and shall not vote on the matter or attempt to influence the decisions of other Governance Council members in voting on the matters. The written disclosures shall be attached to the minutes of the meeting in which Governance Council action will occur relating to the matter disclosed. Failure by a Governance Council member to bring notice of potential conflict of interest to the attention of the Governance Council in this manner may constitute cause for removal of the member from the Governance Council.

ARTICLE III

OFFICERS OF THE GOVERNANCE COUNCIL

Section 1. OFFICERS

The officers of the Governance Council shall consist of President, Vice President, Secretary, and Treasurer.

Section 2. APPOINTMENT

Officers shall be volunteers and shall serve for the term of one year. A officer may resign or be removed by a two-thirds (2/3) vote of no confidence from the other Governance Council members, or by their death.

Section 3. VACANCIES

Any vacancy among the officers shall be filled by appointment by the remaining members of the Governance Council.

Section 4. PRESIDENT

The President will act as the liaison between the Governance Council and the School Administrator of the Charter School. He/she shall coordinate all orders and resolutions of the Governance Council with the School Administrator and shall review progress with the Administrator at all Governance Council meetings. The President and the Treasurer shall execute contracts approved by the majority vote of the Governance Council. The President and/or the Vice President have the authority to call special meetings.

Section 5. VICE PRESIDENT

The Vice President shall all the powers and perform all the duties of the President in the absence or incapacity of the President. The Vice President shall perform such other duties as from time to time may be assigned to him/her by the Governance Council with his/her concurrence.

Section 6. SECRETARY

The Secretary shall keep full minutes of all meetings of the Governance Council. The Secretary shall attend the meetings of the Governance Council and shall act as a clerk thereof and record all acts and votes and the minutes of all proceedings in writing. The Secretary shall provide copies of minutes of all meetings to each Governance Council member. The Secretary shall see that all notices are duly given in accordance with the provisions of these bylaws or as required by law.

Section 7. TREASURER

The Treasurer shall oversee the maintenance of records for all revenues and expenditures of the Charter School. The Treasurer shall serve as Chair of the Audit and Finance Committees.

ARTICLE IV

MEETINGS OF THE GOVERNANCE COUNCIL

Section 1. MEETINGS

The Governance Council shall meet at least once a month to discuss school operations, to hear reports and updates from the School Administrator and committees, and to consider requires and concerns from parents, students, and teachers. A quorum must be present to conduct business. Each Governance Council member's vote shall carry equal weight when voting. All actions taken by the Governance Council shall require a majority vote, unless specified otherwise in the Bylaws.

Section 2. NOTICES

WHEREAS, the provisions of the New Mexico Open Meetings Act require that full and timely notice to the public be given of meetings of the Governance Council; and WHEREAS, in addition to any other means of giving full and timely notice, the Governance Council shall be deemed have given the requisite notice if the notice of the meeting is posted in a designated public place within the boundaries of the Charter School no less than seventy-two (72) hours prior to the meeting; THEREFORE, BE IT RESOLVED, by the Governance Council of the Charter School

That notice, including specific agenda information where possible, of any meeting of the Governance Council at which time adoption of any proposed policy, position, resolution, rule, regulations, or formal action occurs or at which a majority of the quorum of the Governance Council is or is expected to be in attendance, may be posted seventy-two (72) hours in advance on the door of the office of the School or in a heretofore agreed upon visible place.

Section 3. INSTRUCTION AND RESPONSIBILITY

Each committee and committee chair shall be clearly instructed as to the length of time each member is being asked to serve, the service the Governance Council wishes the committee to render, the extent and limitations of responsibility, the resources the Governance Council will provide, and the approximate dates on which the Governance Council wishes to receive major reports. Recommendations of committees shall be based upon research and fact.

Section 4. COMMITTEE POWERS AND PREROGATIVES

The Governance Council possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. Therefore, all recommendations of committees must be submitted to the President or Secretary of the Governance Council at the next scheduled Governance Council meeting, for official action. The Governance Council shall have the power to dissolve any committee, remove any committee chair, vice chair or member, and shall reserve the right to exercise the power at any time during the life of any committee.

Section 5. MEETINGS

Committees of the Governance Council shall comply with the requirements concerning public meetings that are specified in Article IV, Section 2 "Notices" above.

ARTICLE VI

CONTRACTS AND GRANTS

Section 1. CONTRACTS

Contracts may be evaluated by the Governance Council's attorney and intent to proceed on the contract must be secured through consensus agreement of the Governance Council. Only the President and the Treasurer of the Governance Council, in consultation with each other and with approval the Governance Council, shall be authorized to enter into any contract and to execute and to deliver any instrument in the name of and on behalf of the Charter School.

Section 2. GRANTS

The President and any member of the Governance Council may accept on behalf of the Charter School any contribution, gift, grant, bequest, or devise for the general purpose of or for any special purpose of the Charter School. Donations of the above must be reported to the Governance Council at the next scheduled meeting. All potential donors are asked to submit a letter detailing the nature of the gift and any designated purpose toward which it must be used, if applicable, to the Secretary of the Governance Council, who will bring it to the attention of the Governance Council. The School Administrator of the Charter School will also review and make recommendations on the acceptance or rejections of all proposals.

The Governance Council may accept or reject any charitable gift, grant, devise, or bequest; provided that no such gift, grant, devise, or bequest shall be accepted if subject to any condition contrary to law or the terms of the charter. The particular gift, grant, devise, or bequest shall be considered an asset of the school.

ARTICLE VII

BOOKS AND RECORDS

Section 1. BOOKS AND RECORDS

The Secretary of the Governance Council shall keep on behalf of the Charter School, minutes of the proceedings of its members, Governance Council, and committees, and shall keep an official list giving the names and addresses of the Governance Council members and operating committees. All records of the Charter School are considered public documents and may be inspected at any reasonable time. However, student records, personnel records and any record protected under privacy laws are excluded from this provision.

ARTICLE VIII

CONSTRUCTION

Section 1. CONSTRUCTION

The masculine gender, where appearing in these bylaws, shall be deemed to include the feminine gender, and the singular shall be deemed to include the plural, unless the context clearly indicates to the contrary.

ARTICLE IX

PROCEDURE TO AMEND THE BYLAWS

Section 1. PROCEDURE TO AMEND THE BYLAWS

The bylaws may be amended, altered, or repealed and new bylaws adopted upon the affirmative two-thirds (2/3) vote of the Governance Council, in which all members shall record a vote or written abstention. This procedure shall require the approval of the NMPED in matters of material conflict with the charter of the Red River Valley Charter School.

KNOW ALL MEN BY THE PRESENT that we, the undersigned, members of the Red River Valley Charter School Governance Council, in Red River, Taos County, New Mexico, do hereby certify that the within and foregoing bylaws were adopted on the day of August 21, 2017, and do constitute the Bylaws of the Governance Council of the Red River Valley Charter School, in the county of Taos, in the State of New Mexico.

IN WITNESS, WHEREOF, we hereunto subscribe our names.

President

Vice President

Secretary

Treasurer

Member

Date

Red River Valley Charter School Regular Meeting Minutes

Monday, September 16, 2024

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BYLAWS

Bylaws of the Governance Council of the Red River Valley Charter School of Taos County, New Mexico:

ARTICLE I

Name, Location, Fiscal Year, School Administrator, and Appointments.

Section 1. Name

The name of the organization shall be the Red River Valley Charter School.

Section 2. Location

The location of the facility shall be located on the Questa Independent School District property at 500 E. High St., Red River, NM.

Section 3. Fiscal Year

The fiscal year of the charter school shall coincide with the fiscal year as mandated by the New Mexico Public Education Department (NMPED), July 1 through June 30 of each school year.

Section 4. The School Administrator

The School Administrator shall serve in the role as chief administrative for the day-to-day operations of the charter school, as well as provide such other services and duties as shall be assigned by the Governance Council. At all times, the School Administrator shall account to and serve at the direction of the Governance Council. The School Administrator shall be appointed by the Governance council and may be removed by a vote of two-thirds (2/3) of the Governance Council, with or without cause, whenever in its judgement, the best interests of the Charter School are served by such an action.

Section 5. Governance Council Appointment

Appointment of Governing Council Members. The initial Governing Council membership is the current governing council membership as of July 1, 2024. Subsequent governing council members shall be selected by the Governing Council through a majority vote. Newly appointed governing council members shall assume office at the next meeting following the meeting of their selection. The Chair of the Governing Council shall have the authority to appoint an interim governing council member for a period not to exceed sixty (60) days.

ARTICLE II

Number, Term, General Duties, Compensation, and Vacancies

Section 1. Number

Red River Valley Charter School is governed by a Governance Council consisting of five (5) members.



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Section 2. Term

Governance Council members shall hold office for a minimum of two years from the date of their first appointment.

Section 3. General Powers and Duties

The property, business, and affairs of the charter school shall be managed by the Governance Council. Without limiting the generality of the foregoing, the Governance Council may exercise all such powers of the charter school as are provided by the New Mexico education policies (NMSA Section 22) and these bylaws. The Governance Council shall assign duties and responsibilities to appropriate committees as necessary. If necessary, these duties and responsibilities may be reassigned or reassumed, at any time at the discretion of the Governance Council.

Section 4. Compensation

Members of the Governance Council are considered volunteers and shall receive no compensation of any means for their services.

Section 5. Vacancies, Resignations, and Removals

In the event of a Governance Council member's resignation, removal from the Council, or death, remaining voting Governance Council members will appoint an individual to fill the vacant position. The remaining members will have an equal vote and shall be given fifteen (15) days advance notice of any meeting in which an appointment vote will be taken. Any members who will be unavailable to attend said vote in person, may vote via live phone conference or zoom.

In the event that two or more Governance Council member positions are vacant during the same time period, the Governance Council shall initiate appointments to fill the vacancies in accordance with Article I, Section 5, above.

Any Governance Council member may resign at any time by giving fifteen (15) days prior written notice to the President or Secretary of the Governance Council. The resignation shall take effect at the time specified therein and unless otherwise stated therein the acceptance of such resignation shall not be necessary to make it effective. Any member of the Governance Council may be removed at any time, with or without cause as determined by a two-thirds (2/3) vote of no confidence from the entire remaining members of the Governance Council.

Any officer must give all of the Governance Council at least ten (10) working days advance notice of any meeting in which a vote will be taken to remove another member from the Governance Council. These notices must be sent to the other members by certified mail by the officer who called the meeting. All remaining members of the Governance Council must record a vote or written abstention. In the event of a failure to contact all Governance Council members before the meeting, the voting shall be delayed until contact is made.



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Section 6. Attendance

Attendance at Governance Council meetings is mandatory. If a member must miss a meeting due to extenuating circumstances, he or she must give the President twenty-four (24) hours advance notice if possible. If a Governance Council member cannot attend the meeting in person, the Governance Council may arrange with the President to participate via phone or zoom conference.

Failure to follow this procedure may be grounds for removal from the Governance Council. Missing three (3) meetings in a quarter may result in removal from the Governance Council.

Section 7. Conduct of Meetings

The President of the Governance Council, or in the absence of the President, the Vice President shall serve as Chair at all regular and special meetings of the Governance Council. The conduct of the meetings shall be in accordance with established parliamentary procedure, except as otherwise specified by State Law, or by the Governance Council. The Governance Council shall be governed by the rules prescribed in *Roberts Rules of Order, Newly Revised*.

Note: Under Roberts Rules, these parliamentary rules of order may be suspended by a two-thirds (2/3) vote.

Section 8. Governance Council Conflict of Interest

Members of the Governance Council hold a position of trust, created in the interest of the common good and benefit of the Charter School. It is the intent of this section to maintain public confidence and prevent the use of public office for private gain. Governance Council members shall disclose any known or potential conflicts of interest in writing to the Governance Council prior to the time set for voting on any such transaction and shall not vote on the matter or attempt to influence the decisions of other Governance Council members in voting on the matters. The written disclosures shall be attached to the minutes of the meeting in which Governance Council action will occur relating to the matter disclosed. Failure by a Governance Council member to bring notice of potential conflict of interest to the attention of the Governance Council in this manner may constitute cause for removal of the member from the Governance Council.

ARTICLE III

Officers of the Governance Council

Section 1. Officers

The officers of the Governance Council shall consist of President, Vice President, Secretary, Treasurer.



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Section 2. Appointment

Officers shall be volunteers and shall serve for the term of one year. An officer may resign or be removed by a two-thirds (2/3) vote of no confidence from the other Governance Council members, or by their death.

Section 3. Vacancies

Any vacancy among the officers shall be filled by appointment by the remaining members of the Governance Council.

Section 4. President

The President will act as the liaison between the Governance Council and the School Administrator of the Charter School. He / She will coordinate all orders and resolutions of the Governance Council with the School Administrator and shall review progress with the School Administrator at all Governance Council meetings. The President and the Treasurer shall execute contracts approved by the majority vote of the Governance Council. The President and/or the Vice President have the authority to call special meetings.

Section 5. Vice President

The Vice President shall have all the powers and perform all the duties of the President in the absence or incapacity of the President. The Vice President shall perform such other duties as from time to time may be assigned to him / her by the Governance Council with his / her concurrence.

Section 6. Secretary

The Secretary shall keep full minutes of all meetings of the Governance Council. The Secretary shall attend the meetings of the Governance Council and shall act as a clerk thereof and record all acts and votes and the minutes of all proceedings in writing. The Secretary shall see that all notices are duly given in accordance with the provisions of these laws or as required by law.

Section 7. Treasurer

The Treasurer shall oversee the maintenance of records for all revenues and expenditures of the Charter School. The Treasurer shall serve as Chair of the Audit and Finance Committees.

ARTICLE IV

Meetings of the Governance Council

Section 1. Meetings

The Governance Council shall meet at least once a month to discuss school operations, to hear reports and updates from the School Administrator and committees, and to consider requests and concerns from parents, students, and teachers. A quorum must be present to conduct business. Each Governance Council member's vote shall carry equal weight when voting. All actions taken by the Governance Council shall require a majority vote, unless otherwise specified in the Bylaws.



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Section 2. Notices

WHEREAS, the provisions of the New Mexico Open Meetings Act require that full and timely notice to the public be given of meetings of the Governance Council; and **WHEREAS**, in addition to any other means of giving full and timely notice, the Governance Council shall be deemed have given the requisite notice if the notice of the meeting is posted in a designated public place within the boundaries of the Charter School no less than seventy-two (72) hours prior to the meeting;

THEREFORE, BE IT RESOLVED, by the Governance Council of the Charter School.

That notice, including specific agenda information where possible, of any meeting of the Governance Council at which time adoption of any proposed policy, position, resolution, rule, regulations, or formal action occurs or at which a majority of the quorum of the Governance Council is or is expected to be in attendance, may be posted seventy-two (72) hours in advance on the Charter School's website.

Section 3. Instruction and Responsibility

Each committee and committee chair shall be clearly instructed as to the length of time each member is being asked to serve, the service the Governance Council wishes the committee to render, the extent and limitations of responsibility, the resources the Governance Council will provide, and the approximate dates on which the Governance Council wishes to receive major reports. Recommendations of committees shall be based upon research and facts.

Section 4. Committee Powers and Prerogatives

The Governance Council possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. Therefore, all recommendations of committees must be submitted to the President or Secretary of the Governance Council at the next scheduled Governance Council meeting, for official action. The Governance Council shall have the power to dissolve any committee, remove any committee chair, vice chair or member, and shall reserve the right to exercise the power at any time during the life of the committee.

Section 5. Meetings

Committees of the Governance Council shall comply with the requirements concerning public meetings that are specified in Article IV, Section 2 "Notices" above.

ARTICLE V

Contracts and Grants

Section 1. Contracts

Contracts may be evaluated by the Governance Council's attorney and intent to proceed on the contract must be secured through consensus agreement of the Governance Council. Only the President and the Treasurer of the Governance Council, in consultation with each other and with



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the approval the Governance Council, shall be authorized to enter into any contract and to execute and to deliver any instrument in the name of and on behalf of the Charter School.

Section 2. Grants

The President and any member of the Governance Council may accept on behalf of the Charter School any contribution, gift, grant, bequest, or devise for the general purpose of or for any special purpose of the Charter School. Donations of the above must be reported to the Governance Council at the next scheduled meeting. All potential donors are asked to submit a letter detailing the nature of the gift and any designated purpose toward which it must be used, if applicable, to the Secretary of the Governance Council, who will bring it to the attention of the Governance Council. The School Administrator of the Charter School will also review and make recommendations on the acceptance or rejections of all proposals.

The Governance Council may accept or reject any charitable gift, grant, devise, or bequest; provided that no such gift, grant, devise, or bequest shall be accepted if subject to any condition contrary to law or the terms of the charter. The particular gift, grant, devise, or bequest shall be considered an asset to the school.

ARTICLE VI

Books and Records

Section 1. Books and Records

The Secretary of the Governance Council shall keep on behalf of the Charter School, minutes of the proceedings of its members, Governance Council, and committees, and shall keep an official list giving the names and addresses of the Governance Council members and operating committees. All records of the Charter School are considered public documents and may be inspected at any reasonable time. However, student records, personnel records and any record protected under privacy laws are excluded from this provision.

ARTICLE VII

Construction

The masculine gender, where appearing in these bylaws, shall be deemed to include the feminine gender, and the singular shall be deemed to include the plural, unless the context clearly indicates to the contrary.



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ARTICLE VIII

Procedure to Amend the Bylaws

Section 1. Procedure to Amend the Bylaws

The bylaws may be amended, altered, or repealed and new bylaws adopted upon the affirmative two-thirds (2/3) vote of the Governance Council, in which all members shall record a vote or written abstention. This procedure shall require the submission of the bylaws to the Charter School Division, who may provide a copy to the Public Education Commission.

KNOW ALL MEN BY THE PRESENT that we, the undersigned members of the Red River Valley Charter School Governance Council, in Red River, Taos County, New Mexico, do hereby certify that the within and foregoing bylaws were adopted on this day of September 16, 2024, and do constitute the Bylaws of the Governance Council of the Red River Valley Charter School, in the county of Taos, in the state of New Mexico.

IN WITNESS, WHEREOF, we hereunto subscribe our names.

President

Vice President

Secretary

Treasurer

Member

Date