

EL CAMINO REAL ACADEMY



**Resolution No. 21-01**

**WHEREAS, the Governing Council met in regular session at El Camino Real Academy on February 17, 2022, at 7:00 a.m. as required by law; and**

**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 or 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 the Governing Council to determine annually what constitutes reasonable notice of its public meetings;**

**Now, THEREFORE, BE IT RESOLVED by the Governing Council that:**

- 1. All meetings shall be held at El Camino Real Academy at 7:00 a.m. or as indicated in the meeting notice.**
- 2. Unless otherwise specified, regular meetings shall be held each month during the 3rd week with the time adjustments below according to which month in the quarter of the calendar year:**
  - 1st month - 3rd Monday at 700 a.m.**
  - 2nd month 3rd Thursday at 700 a.m.**
  - 3rd month - Rotating - Thursday afternoon at 4:30 p.m. and Friday evening at 600 p.m.**
- 3. If the meeting is scheduled on a federally recognized Holiday, then the meeting will be held the following week. The agenda will be available at least seventy-two hours prior to the meeting from the Business Manager, whose office is located at 3713 Isleta Blvd SW in Albuquerque, New Mexico. Notice of any other regular meetings will be given five days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.**
- 4. Special meetings may be called by the chairman 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 twenty-four hours before any special meeting.

5. 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 Governing Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the chairman or a majority of the members upon twenty- four 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.
6. 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 school's website and the front doors of the Charter School premises. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. 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 posted on the school's website and the front doors of the Charter School premises. 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 public meetings.
8. The governing council may close a meeting to the public only if the subject matter of such discussion or action is exempted from 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 Governing Council taken during the open meeting. That 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 Governing Council 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 law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.**
- (c) Following the 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 discussions in a closed meeting shall be made by vote of the Governing Council in an open public meeting.**

**Passed by the Governing Council this 17th day of February, 2022**