

Turquoise Trail Charter School Governance Council
Resolution No. 2024-02-26

WHEREAS, the Turquoise Trail Charter School Governance Council met in regular session at the Turquoise Trail Charter School on February 26th, 2022, at 5:30 p.m. as required by law; and

WHEREAS, Section 10-15-1(B) of the New Mexico Open Meetings Act (NMSA 1978 §§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 policy making 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 Turquoise Trail Governance Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Turquoise Trail Governance Council that:

1. Meeting Times: All meetings shall be held Online and/or at the Turquoise Trail Charter Elementary School library at 5:30 pm or as indicated in the meeting notice.
2. Regular Meetings: Unless otherwise specified as allowed in by- laws and/or policy, regular meetings of the Governance Council shall be held during the 4th Monday of every month at 5:30 p.m. MST or MDT, of the designated day. The final agenda for regular meetings will be available at least seventy-two (72) hours prior to the meeting from the school secretary, whose office is located in the Turquoise Trail Charter Elementary School. The agenda must also be posted in the school lobby, and the Turquoise Trail Charter School website.
3. Work Sessions: Unless canceled or rescheduled as allowed in bylaws and/or policy, Work Sessions of the Governance Council shall be held during the 2nd Monday of every month at 5:30 p.m. MST or MDT, of the designated day. The council takes no official action during work sessions.
4. Special Meetings: Special meetings of the Governance Council, for any purpose or purposes, shall be called by the President, or by at least two of

the Council members. 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 (72) hours before any special meeting.

5. Emergency Meetings: Open Meetings Act states “an ‘emergency meeting’ called with little or no notice must involve issues that could not have been anticipated and which, if not addressed immediately by the public body, will threaten the health, safety or property of its citizens, or likely result in substantial financial loss to the public body.” Emergency meetings of the Governance Council may be called by the President or at least two members of the Council.
6. Regular Meeting Notice: Copies of this resolution and the meeting schedule for the school year are provided to all Turquoise Trail Charter School staff and students. Community members may obtain copies on request. For 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 72 hours before the meeting and posted in the Turquoise Trail Charter Elementary School lobby and on the school website. 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 the Council’s public meetings.
7. Special and Emergency Meeting Notice: For the purposes of special meetings and emergency meetings described in paragraphs 4 and 5 of this resolution, notice requirements are met if the date, time, place and agenda are posted in the Turquoise Trail Charter Elementary School lobby and on the school website. Telephone notice shall also 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 the Council’s public meetings.
8. Work Session Notice: Copies of this resolution and the meeting schedule for the school year are provided to all Turquoise Trail Charter School staff and students. Community members may obtain copies on request. For purposes of Work Sessions described in paragraph 3 of this resolution, notice requirements are met if the date, time, and place are posted in the Turquoise Trail Charter Elementary School lobby and on the school website.
9. Reasonable Accommodation: 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 [Stephanie Behning](#) [Head Administrator] at (505) 986-4000 at least one week

prior to the meeting or as soon as possible. If a Spanish interpreter is required, please contact [Stephanie Behning](#) [Head Administrator] at least two days prior to the meeting or sooner. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact [Stephanie Behning](#) [Head Administrator] at (505) 986-4000 if a summary or other type of accessible format is needed.

10. Executive Session: The Turquoise Trail Governance Council may close a meeting to the public only if the subject matter of such discussion or action is excepted 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 Turquoise Trail Governance Council 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.
 - b. If a closed meeting is conducted when the Turquoise Trail Governance 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 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 or 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 Turquoise Trail Governance Council in an open public meeting.

Passed by the Turquoise Trail Charter School Governance Council on [February 26, 2024](#).

Sammi Triolo, TTCS GC President