



The Association of Charter School Education Services
P O Box 3146
Albuquerque, New Mexico 87190

ACES GOVERNING DOCUMENTS COMMITTEE MEETING

Public Charter Schools of New Mexico

301 Edith Blvd. NE

Albuquerque, NM 87102

Tuesday, February 18th

1:00 pm

Minutes

Call to Order

The meeting was called to order by Kelly Callahan, who was acting as chair for the meeting in absence of Coreen Carillo at 1:06pm.

Introductions of Members and Guests

Committee members introduced themselves. There were no guests present for the meeting.

Approval of Agenda

Prior to the agenda being approved, Ms. Callahan, mentioned that the agenda was missing an item: setting the date for the next meeting. She asked to have it added to the agenda and each of the board members agreed. Ms. Callahan Motioned for approval and Susan McConnell seconded. The sub-committee unanimously adopted the agenda.

Review Draft of Committee Responsibilities for Governing Documents Committee

In a discussion, the sub-committee reviewed the Committee Responsibilities document. They suggested edits to the format of the document and clarified the roles of the committee and the chair. The Executive Director will make the edits to the documents and send them out to the sub-committee for their review.

Review Draft of Task Schedule for Governing Documents Committee

In a discussion, the sub-committee re-ordered the tasks in the document and redefined timelines. No new tasks were added. The Executive Director will make the edits to the documents and send them out to the sub-committee for their review.

Assign Tasks for Creation of Work Plan at next Governing Documents Committee Meeting

As a result of the extensive changes to the draft committee responsibilities and work plan, this agenda item could not be covered. It will be featured at the next sub-committee meeting.

Set Time for the Next Meeting – A meeting date was set for April 28th @1:00pm, PCS-NM, 301 Edith Blvd. NE, ABQ. NM 87102

Adjourn- 2:06 PM