

# **ALBUQUERQUE SCHOOL OF EXCELLENCE**

## **OPEN MEETINGS ACT ANNUAL NOTICE RESOLUTION 2019-2020**

WHEREAS, the Governance Council of Albuquerque School of Excellence met in regular session at Albuquerque School of Excellence, 13201 Lomas Blvd, Albuquerque NM 87112 on Saturday, April 17, 2019 at 10 am. as required per 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 of 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, including the development of personnel policy, rules or regulations, 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 Board to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Governance Council of Albuquerque School of Excellence that:

1. Unless otherwise specified, all board meetings shall be held at Albuquerque School of Excellence, 13201 Lomas Blvd. Albuquerque NM 87112 at 10 am or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held **each month on the third Saturday.** The agenda will be available at least seventy-two hours prior to the meeting from the Superintendent, whose office is located at 13201 Lomas Blvd., Albuquerque, NM 87112. The agenda will also be posted at the offices of the School, 13201 Lomas Blvd., Albuquerque, NM 87112, and on the School's website at [www.abqse.org](http://www.abqse.org).
3. Notice of regular meetings other than those described in Paragraph 2 will be given ten days in advance of the meeting date. The notice will include a copy of the agenda or information on how a copy of the agenda may be obtained. If not included in the notice, the agenda will be available at least 72 hours before the meeting and posted on the School's website at [www.abqse.org](http://www.abqse.org)
4. Special meetings may be called by the President or a majority of the members upon three (3) days' notice. The notice for a special meeting 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 hours before the meeting and posted on the ASE's website at [www.abqse.org](http://www.abqse.org)
5. Emergency meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Governance Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the President or a majority of the members upon twenty-four (24) 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. Within ten days of taking action on an emergency matter, the Governance Council will notify the Attorney General's Office.

6. For the purposes of regular meetings described in paragraph 3 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed in the School website and in the School's front office public area, and on the front door of the School. 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 purpose of special meetings and emergency meetings described in paragraphs 4 and 5, notice requirements are met if notice of the date, time, place and agenda is placed in the School website and in the School's front office public area, and on the front door of the School. 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. 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 us at Albuquerque School of Excellence at 13201 Lomas Blvd, Albuquerque, NM 87112 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Dr. Anderoglu at 13201 Lomas Blvd. Albuquerque NM 87112 if a summary or other type of accessible format is needed.
9. The Governance 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 Governance Council taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated with reasonable specificity in the motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting.
  - (b) If the decision to hold a closed meeting is made when the 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 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 Governance Council in an open public meeting.

Passed by the Governance Council of ABQ School of Excellence this.....day of April, 2019

---

Dr. Osman Anderoglu, GC President

---

Ms. Kathy Bustos-Garcia, GC Secretary