

# RMCS BOARD OF DIRECTORS

## Policy / Compliance Committee Board Meeting

### Meeting Minutes

3880 Cypress Drive, Suite B, Petaluma CA 94954 (707)778-6414

An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should notify the board in writing at least 48 hours prior to the meeting. Board agendas are available on the school website [www.rivermontessoricharter.org](http://www.rivermontessoricharter.org)

The regular meeting of the Governing Board held in public will be advertised and recorded in accordance with the Brown Act.

#### Meeting of the Policy / Compliance Committee: December 11, 2017

#### Location(s):

- ☐ RMCS Community Room, 3880 Cypress Drive, Suite B, Petaluma, CA 94954

#### A. Opening/Call to Order: 12:15 PM

##### Roll Call:

*In attendance:* Eresa Puch and Linda Alvarez

#### B. Agenda Review

Action: Approved Agenda for December 11, 2017 Policy/Compliance Committee Meeting

- Motion: Approved by consensus
- A: Eresa & Linda
- N: 0

#### C. Public Comment: None

*Visitors are allowed to address the Board for up to three (3) minutes on items not on the agenda for a total of 15 minutes per topic. With Board consent, the Board President may increase or decrease time allowed for public comment. The Board does not respond or take action on public comments.*

#### D. Committee Business

1. Discussion: Policy & Compliance Committee Overview
  - a. Annual review of policies and procedures
  - b. To work in liaison with Executive Director in policy matters
  - c. To ensure that RMCS policies are updated as necessary and in compliance with applicable laws and regulations
  - d. To ensure that policies are accessible to the public
2. Discussion: Plan for RMCS Policy Review - Board work in 2018
  - a. Account for all current policies
  - b. Group policies and divide for board members to review
  - c. Ensure public's accessibility to RMCS policies

#### F. Adjourn at 12:55 PM

**Future Meeting Date:** TBD

**Instructions for Presentations to the Board by Members of the Community**

River Montessori Charter School welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We hope that you will visit these meetings often and your participation assures us of continuing community interest in our School. To assist you in speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all community members
2. Community members who wish to speak on any agenda items or under the general category of "Public Comment" will be given an opportunity to do so.
3. "Public Comment" is set aside for members of the community to raise issues that are not specifically on the agenda. However, due to public meeting laws (Brown Act), the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Exceptions to these time limits may be made at the discretion of the Board Chair. The board may give direction to staff to respond to your concerns or you may be offered the option of returning with a citizen requested agenda item.
4. With regard to items that are on the agenda, you may speak for up to (3) minutes when the Board discusses that item. Exceptions to this time may be made at the discretion of the Board Chair.
5. Community members may request in writing that a topic related to school business be considered for placement on a future agenda. Requests should be addressed to the Board Chair. If such an item is placed on the agenda and publicly noticed, the Board can respond, interact, and act upon the item.