

SOUTHWEST PREPARATORY LEARNING CENTER

OPEN MEETINGS ACT RESOLUTION 2019-2020

WHEREAS, the Southwest Preparatory Learning Center Governing Council met in regular session at the Southwest Preparatory Learning Center on July 25, 2019 at 5:00pm as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 10-15-4) 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 the Southwest Preparatory Learning Center Governing Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Southwest Preparatory Learning Center Governing Council that:

1. All Meetings shall be held at the Southwest Preparatory Learning Center at 5:00pm or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the third Thursday at 5:00pm. A proposed agenda will be made available at least seventy-two (72) hours prior to the meeting by the Head Administrator, whose office is at the Southwest Preparatory Learning Center in Albuquerque, New Mexico. Except for emergency matters, the Board shall take action only on items appearing on the agenda.
3. Special meetings may be called by the President or a majority of the members upon 72 hour 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 meeting notice will be shall be available to the public at least 72 hours before the Special Meeting at www.sslc.com.

4. 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 Southwest Preparatory Learning Center Governing 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) hour 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.
5. 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 meeting, please contact the Administrative Assistant at 296-7677 at least one (1) 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 the Administrative Assistant at 296-7677 if a summary or other type of accessible format is needed.

6. The Southwest Preparatory Learning Center Governing Council (SPLC) 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 SPLC Governing 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 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 SPLC 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 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 the discussions in a closed meeting shall be made by vote of SPLC Governing Council in an open public meeting.

The motion to approve the Open Meetings Resolution of the Governing Council of Southwest Preparatory Learning Center was duly made, seconded and _____ voted in favor of, and _____ against. The motion carried this 25th day of July 2019.


Governing Council President


Governing Council Member


Governing Council Member


Governing Council Member


Governing Council Member