

**Walatowa High Charter School  
Board Meeting Minutes  
September 26, 2024**

**I. Call to Order:**

The meeting was called to order at 6:09 p.m. by President Mr. Kenneth Sando.

**II. Pledge of Allegiance:**

Mr. Kenneth Sando led the governing board members and staff on the pledge of allegiance.

**III. Ascertain of Quorum:**

Board Members present: President Mr. Kenneth Sando, Ms. Bobbie Shendo, and Ms. Sotela Valverde

**IV. Approval of Agenda:**

Upon reviewing the agenda, Mr. Kenneth Sando asked if there were any changes to be made. No changes were made to the agenda. Mr. Kenneth Sando made a motion to as presented. Motion was seconded by Ms. Sotela Valverde. Motion passed with 3 in favor and 0 against.

**V. Introduction of Guest:**

There were no guests at this meeting.

**VI. Public Comments:**

There were no public comments made at this meeting.

**VII. Financial Reports:**

Ms. Katherine Toya, Business Manager, presented the financial reports for the month of August 2024 to the governing board:

A. Ms. Katherine Toya presented for the following committees:

**Audit Committee:** No update was provided.

**Finance Committee:** No update was provided.

B. Ms. Katherine Toya explained the Expenditure Reports for August 2024 to the governing board members. There were no questions on the reports. Mr. Kenneth Sando made a motion to approve the Expenditure Reports as presented. Motion was seconded by Ms. Sotela Valverde. Motion passed with 3 in favor and 0 against.

- C. Ms. Katherine Toya presented the Bills Paid for approval for August 2024. There were no questions for Bills Paid in August 2024. Mr. Kenneth Sando made a motion to approve the Bills Paid for August 2024. The motion was seconded by Ms. Sotela Valverde. Motion passed with 3 in favor and 0 against.
- D. Ms. Katherine Toya presented the BARs for September 2024. Mr. Kenneth Sando made a motion to approve the BARs for September 2024 as presented. Motion was seconded by Ms. Bobbie Shendo. Motion passed with 3 in favor and 0 against.

### **VIII. Reports:**

Principal's Report – Mr. Arrow Wilkinson: See Attachment

### **IX. Executive Session Pursuant to the Opening Meeting Law, Section 10-15-1H(2), NMSA 1978 for discussion for Personnel Issues.**

No Executive Session was held at this meeting.

### **X. New Business:**

- A. Mr. Arrow Wilkinson presented the WHCS Governing Board Bylaws 2022-2027 for approval. The board members reviewed the bylaws. There were no questions on the bylaws; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Governing Board Bylaws 2022-2027. The motion was seconded by Ms. Sotela Valverde. The motion passed with 3 in favor and 0 against.
- B. Mr. Arrow Wilkinson presented the WHCS Policies and Procedures 2022-2027 for approval. The board members reviewed the policies and procedures. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Policies and Procedures 2022-2027. The motion was seconded by Ms. Sotela Valverde. The motion passed with 3 in favor and 0 against.
- C. Mr. Arrow Wilkinson presented the WHCS Employee Handbook 2022-2027 for approval. The handbook was reviewed by the board members. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Employee Handbook 2022-2027. The motion was seconded by Ms. Bobbie Shendo. The motion passed with 3 in favor and 0 against.
- D. Mr. Arrow Wilkinson presented the WHCS Handbook of Special Education Procedures for approval. The procedures were reviewed. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Handbook of Special Education Procedures. The motion was seconded by Ms. Bobbie Shendo. The motion passed with 3 in favor and 0 against.
- E. Mr. Arrow Wilkinson presented the WHCS Special Education Internal Procedures for approval. The board members reviewed the procedures. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Special

Education Internal Procedures. The motion was seconded by Ms. Sotela Valverde. The motion passed with 3 in favor and 0 against.

- F. Mr. Arrow Wilkinson presented the WHCS Wellness Policy and Procedures for approval. The board members reviewed the policy and procedures. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Wellness Policy and Procedures. The motion was seconded by Ms. Sotela Valverde. The motion passed with 3 in favor and 0 against.
- G. Mr. Arrow Wilkinson presented the WHCS Cougar Athletic Handbook for approval. The board members reviewed the handbook. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS Cougar Athletic Handbook. The motion was seconded by Ms. Bobbie Shendo. The motion passed with 3 in favor and 0 against.
- H. Mr. Arrow Wilkinson presented the WHCS 2024-2025 IDEA-B Policies and Procedures for approval. The board members reviewed the policies and procedures. There were no questions; therefore, Mr. Kenneth Sando made a motion to approve the WHCS 2024-2025 IDEA-B Policies and Procedures. The motion was seconded by Ms. Sotela Valverde. The motion passed with 3 in favor and 0 against.
- I. Mr. Arrow Wilkinson presented and requested approval of the WHCS Internal Control Procedures Revision. Mr. Wilkinson informed the board members of the revision of Internal Control Procedures under Purchasing which included the increase of tangible property range from .01 to \$35,000. There were no questions; therefore Mr. Kenneth Sando made a motion to approve the revision of the WHCS Internal Control Procedures Revision. The motion was seconded by Ms. Sotela Valverde. The motion was passed with 3 in favor and 0 against.
- J. The governing board meeting minutes were presented for approval for August 21, 2024. Upon reviewing the minutes, Mr. Kenneth Sando made a motion to approve the minutes as presented. The motion was seconded by Ms. Bobbie Shendo. Motion passed with 3 in favor and 0 against.

#### **XI. Governing Board Issues:**

- Next meeting will be scheduled on Wednesday, October 16, 2024

#### **XII. Adjournment:**

Mr. Kenneth Sando made a motion for adjournment at 7:48 p.m. Motion seconded by Ms. Sotela Valverde. Motion passed with 3 in favor and 0 against.