



APPROVED 09/22/2015

New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, August 25, 2015 at 9:00 a.m. MT

Held at the following location and via teleconference:
4001 Office Court, Suite 201
Santa Fe, NM 87507

I. Call to Order and Roll Call

Mr. Boitano called the meeting to order at 9:10 a.m. when all participants were present and able to hear each other. The school location was open to the public. Mr. Boitano conducted a Roll Call.

Governing Council Members Present: Mark Boitano, Carlo Lucero, Paul Gessing, Patrick Chavez and Jerry Schalow (all via phone);

Guests Present: Linda Dominguez, Ramoncita Garcia, Laura Hill, Janet Castaneda, Karen Ismari, Tammy Woffinden, Amy Earle, Janet Valdez and Debbie Vigil, School staff; (in person); Jodie Dean, School Principal; Michael Vigil and Justine Roybal, School Business Managers, Brian Rosta, Donna Hutchison, Tanya Lee, Laura Karns and Heather Woodward, Connections Staff (via phone).

II. Routine Business

a. Approval of Agenda

Mr. Boitano asked the Governing Council to review the Agenda distributed prior to the meeting. There being no changes, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the August 25, 2015 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Principal's Report

i. Back to School Activities, Staffing and Training Update

Ms. Dean discussed with the Governing Council recent back to school activities, including successful orientations with students, families and teachers. She also updated the Governing Council on staffing and training efforts.

ii. Enrollment Update

Ms. Dean provided the Governing Council with the most up-to-date enrollment numbers, including those students in the pre-enrollment and approved phases of their applications.

:

iii. School Operations Metrics

Ms. Dean presented this item to the Governing Council. She reviewed the data included in the Governing Council materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation. Governing Council members discussed the metrics data with Ms. Dean and school staff.

b. Financial Report

Mr. Vigil reviewed the school's financial statements in detail, including the revenue and expense statements, as well as the school's forecast for the school year with the Governing Council. He further reviewed the budget submission process with the state.

[Dr. Hutchison joined the meeting at 9:37 a.m.]

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoice for Substitute Services for June

Mr. Vigil reviewed in detail the Connections Academy of New Mexico, LLC invoice for substitute services for June, as drawn from the financial report in the Governing Council materials. He asked the Governing Council members whether they had any questions on the invoice or if any items required any further explanation. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice for substitute services for June, in the amount of \$1,875.00, as presented, is hereby approved.

The motion passed unanimously.

2. Approval of Connections Academy of New Mexico, LLC Invoice for Summer School

Mr. Vigil reviewed in detail the Connections Academy of New Mexico, LLC invoice for summer school, as drawn from the financial report in the Governing Council materials. He asked the Governing Council members whether they had any questions on the invoice or if any items required any further explanation. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice for summer school, in the amount of \$7,623.75, as presented, is hereby approved.

The motion passed unanimously.

3. Approval of 2015-2016 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends

Ms. Dean reviewed the 2015-2016 base salaries and incentive percentage, career ladder positions and home-worker stipends that were included in the Governing Council materials. The Governing Council reviewed the financial implications of the plan and the impact that the approval of the plan would have on the school's employees. There being

no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that the 2015-2016 base salaries and incentive percentage, career ladder positions and home-worker stipends, as presented, are hereby approved.

The motion passed unanimously.

4. Approval of Federal Title Funding Plans for the 2015-2016 School Year: Parent Involvement Policy

Ms. Dean discussed the Federal Title Funding Plans for the 2015-2016 school year, including the Parent Involvement Policy and Compact. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Federal Title Funding Plans for the 2015-2016 school year: Parent Involvement Policy, as presented, are hereby approved.

The motion passed unanimously.

IV. Consent Items

Mr. Boitano asked the Governing Council members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no items removed from the Consent Items, a motion was made by Mr. Schalow and seconded by Mr. Chavez as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 23, 2015 Meeting; and
- b. Approval of Professional Development Plan for the 2015-2016 School Year; are hereby approved.

The motion passed unanimously.

V. Action Items

- a. Approval of School Goals for the 2015-2016 School Year

Ms. Dean reviewed the school goals for the 2015-2016 school year included in the Governing Council package with the Governing Council. Ms. Dean advised that the staff worked closely with school leadership and Connections on establishing the school goals. Ms. Dean advised the Governing Council that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that the school goals for the 2015-2016 school year, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Governing Council Training and Conference Attendance for the 2015-2016 School Year

Ms. Woodward reviewed the upcoming trainings and conferences that have been identified that may interest members of the Governing Council. Governing Council discussed the trainings offered and supported Council members attendance to Board Academy and all state conferences. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Schalow as follows:

RESOLVED, that the Governing Council training and conference attendance for the 2015-2016 school year, as discussed, is hereby approved.

The motion passed unanimously.

VI. Information Items

a. Update on Staffing

Ms. Dean provided an update on staffing levels and hiring efforts for the next school year. The Governing Council discussed staffing and student-teacher ratios in detail.

b. Legislative Update

Dr. Hutchison provided the Governing Council with updates on legislative matters that may impact the school.

c. Curriculum Review Update

Ms. Woodward reviewed with the Governing Council the memo regarding changes to the annual curriculum development and review process for partnering Governing Council members. She highlighted the specific changes in format for review, from the previous Curriculum Advisory Panel meetings to new twice annual town hall presentations, as well as the documentation regarding each year's curriculum build that will be provided to Governing Council members for review and consideration. Ms. Woodward advised the Governing Council that these changes were the result of partnering Governing Council member feedback, and that additional information on the town hall presentations would be forthcoming.

d. Conflict of Interest Statements and Background Check Reminders

Ms. Woodward reminded the Governing Council to complete the Conflict of Interest statements for the 2014-2015 school year and thanked those that had already completed and returned the forms.

VII. Adjournment and Confirmation of Next Meeting - Tuesday, September 22, 2015 at 9:00 a.m. MT

Mr. Boitano noted that the Governing Council was at the end of its agenda and that the next meeting is scheduled to be held on Tuesday, September 22, 2015 at 9:00 a.m. MT. At 11:03 a.m. Mr. Schalow made the following motion and it was seconded by Mr. Lucero as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. August 25, 2015 Governing Council meeting, as discussed, is hereby approved.

The motion was approved unanimously.