



APPROVED 9/27/2016

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, August 30, 2016 at 9:00 a.m. MT**

Held at the following locations and via teleconference:

4001 Office Court, Suite 201

Santa Fe, NM 87507

and

4801 Hardware Dr. NE

Albuquerque, NM 87109

I. Call to Order and Roll Call

Mr. Boitano called the meeting to order at 9:07 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 and Jerry Schalow (in person at the location in Albuquerque posted 72 hours before the meeting); Patrick Chavez (via phone);

Governing Council Members Joined During Meeting: Paul Gessing (via phone);

Governing Council Members Absent: Carlo Lucero;

Guests Present: Justine Roybal, School Business Manager (in person at the location in Albuquerque); Jodie Dean, School Leader (via phone and in person at the location in Albuquerque); Phillip Gloudemans, New Mexico State Department of Education, Charter School Division (in person at the location in Albuquerque); Ramoncita Garcia, Craig Lockwood, Laci Lockwood, Shawna Sanchez, Debbie Vigil and Tammy Woffinden, School staff (in person at the school location); Brian Rosta, Tanya Lee, Jay W. Ragley, Bryce Adams, Matt Wicks, Shon Hocker, Laura Coleman 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. Chavez as follows:

RESOLVED, that the Agenda for the August 30, 2016 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

At the Governing Council's request, the Financial Report was moved up on the agenda.

b. Financial Report

Ms. Roybal reviewed the school's financial statements in detail, including the check register, revenue and expense statements, as well as the school's forecast for the school year based on enrollment trends with the Governing Council. The Governing Council discussed the school's financial statements with Ms. Roybal.

[Mr. Gessing joined the meeting at 9:14 a.m.]

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Summer School Invoice
2. Approval of Budget Adjustment Reports
 - Flowthrough – Doc. 554-000-1617-0001-IB
3. Approval of Agreement with LSG and Associates LLC
4. Approval of Agreement with El Quetzal Inc.
5. Approval of Agreement with DeSalvo
6. Approval of Agreement with Therapy Source
7. Approval of Agreement with Global Teletherapy

The Governing Council expressed their intent to consider Financial items one (1) through seven (7) together having been previously reviewed and recommended for approval by the Financial Committee. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Summer School Invoice, in the amount of \$9,951.25, as presented, is hereby approved;

FURTHER RESOLVED, that the Budget Adjustment Report: Flowthrough – Doc. 554-000-1617-0001-IB, as presented, is hereby approved;

FURTHER RESOLVED, that the Agreement with LSG and Associates LLC, as presented, is hereby approved;

FURTHER RESOLVED, that Agreement with El Quetzal Inc., as presented, is hereby approved;

FURTHER RESOLVED, that the Agreement with DeSalvo, as presented, is hereby approved;

FURTHER RESOLVED, that the Agreement with Therapy Source, as presented, is hereby approved; and

FURTHER RESOLVED, that Agreement with Global Teletherapy, as presented, is hereby approved.

The motion passed unanimously.

8. Approval of Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment

Ms. Lee reviewed the Amendment to the Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement, as included in the meeting materials. The Governing Council expressed their desire to defer this item until later in the agenda to allow all Council members time to join the meeting and provide input.

[Ms. Dean joined the meeting in person at the location in Albuquerque at 9:35 a.m.]

a. Principal's Report

i. Back to School Activities

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. The Governing Council discussed the enrollment numbers and state-required dropping of any students not participating after ten (10) days in detail with Ms. Dean.

iii. Review of Tuition Reimbursement Form

Ms. Dean reviewed the Tuition Reimbursement Form as included in the meeting materials with the Governing Council. The Council requested the school's form be compared to others in the state to ensure all information and disclosures are clearly stated.

iv. 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.

Ms. Dean further discussed the school's recently released state grade with the Governing Council. She advised she and the school staff are still reviewing the metrics and formula and will have additional information for the Governing Council at the next meeting.

Ms. Dean also informed the Governing Council of the new state evaluation system for teachers being implemented.

[Ms. Vigil left the meeting at 10:01 a.m.]

b. Financial Report

This item was discussed earlier in the meeting.

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Summer School Invoice

2. Approval of Budget Adjustment Reports
 - Flowthrough – Doc. 554-000-1617-0001-IB
3. Approval of Agreement with LSG and Associates LLC
4. Approval of Agreement with El Quetzal Inc.
5. Approval of Agreement with DeSalvo
6. Approval of Agreement with Therapy Source
7. Approval of Agreement with Global Teletherapy
8. Approval of Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment

These items were discussed earlier in the meeting with the exception of the Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment consideration which was deferred to later in the meeting per the Governing Council's request.

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. Ms. Dean provided the Governing Council with additional information on items (b) Approval of Connections Training and Professional Development Offering for the 2016-2017 School Year and (c) Federal Title Funding Documentation: Parent Involvement Policy. There being no further discussion or items removed from the Consent Items, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 28, 2016 Meeting;
- b. Approval of Connections Training and Professional Development Offering for the 2016-2017 School Year; and
- c. Approval of Federal Title Funding Documentation: Parent Involvement Policy; are hereby approved.

The motion passed unanimously.

III. Oral Reports

At the Governing Council's request, this item was revisited.

- b. Financial Report
 - i. Finance Committee Updates and Recommendations for Approval
8. Approval of Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment

Mr. Boitano reminded the Governing Council of Ms. Lee's earlier review of the Connections

Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment earlier in the meeting. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Guessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC Charter School Learning Programs Statement of Agreement – 1st Amendment, as presented, is hereby approved.

The motion passed unanimously.

V. Action Item

a. Approval of School Focus Goals for 2016-2017 School Year

Ms. Dean reviewed the school focus goals for the 2016-2017 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. Schalow and seconded by Mr. Guessing as follows:

RESOLVED, that the school focus goals for the 2016-2017 school year, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Treasurer

Mr. Boitano reviewed with the Governing Council Mr. Lucero's desire to step down from his officer role as Treasurer. Governing Council members had discussion on the vacancy and who would best serve the Council and School in the Treasurer role. Nominations were opened for the position of Council Treasurer. Mr. Schalow volunteered to serve as Council Treasurer. There being no further nomination and no further discussion, a motion was made by Mr. Gessing and seconded by Mr. Chavez as follows:

RESOLVED, that the appointment of Jerry Schalow for the position of Council Treasurer, as discussed, is hereby approved.

The motion was approved unanimously

VI. Information Items

a. Update on Staffing

Ms. Dean reviewed the Staffing Report included in the meeting materials with the Governing Council and provided an update on staffing levels. The Governing Council discussed staffing levels with Ms. Dean.

b. School Leadership Team Update

Mr. Rosta presented to the Governing Council on behalf of Connections' School Leadership Team. He reviewed the successful back to school visit with New Mexico Connections Academy.

c. Legislative Update

Mr. Adams provided the Governing Council with updates on legislative matters that may impact the school. Mr. Adams introduced Mr. Wicks to provide the Council with additional information on the state grades. The Governing Council discussed the state grades with Mr. Wicks in detail.

[Mr. Lockwood and Ms. Lockwood left the meeting at 10:52 a.m.]

VII. Adjournment and Confirmation of Next Meeting - Tuesday, September 27, 2016 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 27, 2016 at 9:00 a.m. MT. There being no further business to discuss, a motion was made by Mr. Schalow, seconded by Mr. Guessing and passed unanimously to adjourn the meeting at 10:56 a.m.