



APPROVED 05/26/2020

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING**

Tuesday, April 28, 2020 at 9:00 a.m. MT

**Held via teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic:**

1-866-899-4679; Access Code 354-030-461

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. Mr. Boitano conducted a Roll Call.

Governing Council Members Present: Mark Boitano, Jerry Schalow, Patrick Chavez and Paul Gessing (via video and teleconference);

Governing Council Members Absent: Jeanie Armstrong;

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; Alan Chapman, Gary Corkran, Jenny Dukek, Bryce Adams, Megan Holston, Emily Lee, and Kristin DeGross, Pearson Online & Blended Learning (OBL) staff (via video and teleconference).

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 April 28, 2020 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

III. Public Comment

There were no public comments at this time.

IV. Oral Reports

a. School Leader's Report

i. Update on School Response to COVID-19 Pandemic

Ms. Beery reviewed the school's response to the ongoing COVID-19 pandemic and advised that the school staff have been working from home in an effort to promote social distancing. She advised of the statewide requirement for all schools to develop a Continuous Learning Plan, as well as additional measures being taken to ensure student success during an uncertain time.

[Mr. Vigil and Ms. Woodard joined the meeting at 9:14 a.m.]

ii. Update on Graduation Plans and End of Year Activities

Ms. Beery advised the Governing Council of the school's planning for the upcoming high school graduation ceremony to be held virtually and advised that additional information would be made available as the school revises plans due to the COVID-19 pandemic. Additionally, she discussed the school's work with OBL to address updates to students' course completion and transcript documentation during the pandemic.

iii. Update on State Testing

Ms. Beery advised that standardized testing had been cancelled by state mandate. She advised of the accountability measures previously tied to testing scores and noted that she would provide further information as it becomes available from the state.

iv. Update on Staffing

Ms. Beery provided the Governing Council with an update on recent staffing efforts, and advised that twelve positions had recently been filled.

v. School Operations Metrics

Ms. Beery 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 OBL partnering schools of similar size and years in operation. Ms. Dukek further discussed course completion rates in detail. Governing Council members discussed the metrics data with Ms. Beery and Ms. Dukek.

b. Partner School Leadership Team (PSLT) Update

Ms. Dukek provided a brief update on Intent to Return forms submitted by families for the 2020-2021 school year.

c. OBL Products, Services and Initiatives Update

Mr. Adams reviewed details within the Pearson Online & Blended Learning's (OBL) 2020-2021 Products, Services and Initiatives memo, as included in the Governing Council materials. He reviewed upcoming program enhancements, planned product roll-outs, and specific initiatives that are high on the priority list of OBL for deployment to the school both within the next school year, and beyond. Mr. Adams further detailed curriculum changes and alignment initiatives, including all the advantages of utilizing Polaris® for curriculum development and improving the student experience. He reviewed the anticipated timeline for the next generation of the school's learning management system to be available, and highlighted specific

enhancements being made to the current platform, resulting largely from what's received positive feedback in beta testing. Governing Council members expressed satisfaction with OBL's ongoing dedication to the school's success, and thanked Mr. Adams for the detailed update.

d. Financial Report

Mr. Vigil 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.

i. Update on School Bank Accounts

Mr. Schalow provided a brief update on the status of the school's bank accounts.

ii. Update on 2018-2019 Audit Report and Corrective Action Plan

This item was not discussed.

iii. Finance Committee Updates and Recommendations for Approval

a. Approval of Budget Adjustment Reports (BAR)

- i. 554-000-1920-0008-IB 31703
- ii. 554-000-1920-0009-M 11000
- iii. 554-000-1920-0010- M 11000
- iv. 554-000-1920-0011-M 11000
- v. 554-000-1920-0012-I 27109

Mr. Vigil reviewed the Budget Adjustment Reports (BAR) with the Governing Council. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, the Budget Adjustment Reports (BAR) 554-000-1920-0008-IB 31703, 554-000-1920-0009-M 11000, 554-000-1920-0010- M 11000, 554-000-1920-0011-M 11000, and 554-000-1920-0012-I 27109, as presented, are hereby approved.

A roll call vote was conducted. Mr. Boitano, Mr. Schalow, and Mr. Gessing voted in the affirmative. No vote was recorded for Mr. Chavez, so noting that he abstained. The motion passed.

b. Approval of Connections Academy of New Mexico, LLC Invoices for January, February, and March

Mr. Schalow reviewed the January invoice as drawn from the financial report provided in the meeting materials. He advised that he reviewed the invoices and found it to be in order and asked the Governing Council whether they had any questions on the invoice or if any items required further explanation. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC LiveSpeech invoice for January in the amount of \$12,606.59, February LiveSpeech in the amount of \$12,851.53, February OBL Services in the amount of \$433,643.98, and March OBL Services, in the amount of \$436,007.87, as presented, are hereby approved.

A roll call vote was conducted; the motion passed unanimously.

V. School Facility and Budget Discussion

Mr. Boitano reviewed the Governing Council's desire to research alternate locations for the school facility site. Governing Council members discussed several potential locations within the state for a school facility, as well as the anticipated timeline to research available properties. Mr. Adams offered the support of the OBL Facilities team throughout the process, should the Governing Council need assistance in their search. Mr. Boitano and Mr. Schalow volunteered as designees to work with Ms. Beery on researching and visiting potential school facility sites.

a. Approval of Action(s) Necessary Based on Facility Discussion

Governing Council members confirmed their support of Mr. Boitano and Mr. Schalow as designees, and requested that potential facility sites be brought to the Governing Council at the next meeting for consideration. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, that Mark Boitano and Jerry Schalow as Governing Council Designees to work with the School Leader to Identify Potential School Facility Locations, as discussed, is hereby approved.

A roll call vote was conducted. Mr. Boitano, Mr. Chavez, and Mr. Gessing voted in the affirmative. No vote was recorded for Mr. Schalow, so noting that he abstained. The motion passed.

VI. 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. Gessing and seconded by Mr. Chavez as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the March 10, 2020 Meeting; is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

VII. Action Items

There were no action items.

VIII. Information Items

a. Legislative Update

Mr. Adams updated the Governing Council on recent legislative activities which may impact the school. Additionally, Mr. Adams discussed the impact of COVID-19 on schools and families throughout the state. Governing Council members discussed potential outreach efforts regarding virtual education in detail. Mr. Chapman and Mr. Adams volunteered to work with Ms. Beery on an Op-Ed article for potential publication.

b. Governing Council Recruitment Update

Mr. Boitano provided the Governing Council with an update on ongoing recruitment efforts. Governing Council members discussed the preferred qualifications for future Council members.

c. Outreach Plan for the 2020-2021 School Year

Mr. Chapman presented this item to the Governing Council. He reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the meeting materials. Mr. Chapman highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Governing Council members had discussion on the outreach plans and specific activities.

d. Governing Council Planning for the 2020-2021 School Year

Ms. DeGross discussed the planning for the 2020-2021 school year.

i. Governing Council Support Update

Ms. DeGross reviewed the current support personnel provided to the Governing Council through OBL.

ii. Proposed Meeting Schedule

The Governing Council confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. DeGross advised that the consideration of the meeting schedule for the 2020-2021 school year will be included on the June Annual Meeting agenda.

iii. Governing Council Composition

Ms. DeGross discussed with the Governing Council the current composition, including Governing Council member terms that would be up at this year's Annual Meeting, and encouraged Governing Council members to discuss their intentions regarding terms and renewal with the Chair.

iv. Governing Council Survey

Ms. DeGross advised the Governing Council of an upcoming Governing Council Experience Survey which will allow the Governing Council to provide feedback on services provided by OBL. She discussed the purpose of the survey and the value of Governing Council participation. Ms. DeGross further provided the Governing Council with details on the survey delivery date.

IX. Adjournment and Confirmation of Next Meeting - Tuesday, May 26, 2020 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, May 26, 2020 at 9:00 a.m. MT. At 11:08 a.m., a motion was made by Mr. Gessing and seconded by Mr. Chavez as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. April 28, 2020 Governing Council Meeting, as discussed, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.