



APPROVED 03/10/2020

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

Friday, February 7, 2020 at 9:00 a.m. MT

Held at the following locations and via teleconference:

4001 Office Court, Suite 201-204

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 9:05 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 Albuquerque location); Paul Gessing and Patrick Chavez (via video and teleconference);

Governing Council Members Absent: Jeanie Armstrong;

Guests Present: Sandy Beery, School Leader (in person at the Albuquerque location); Justine Vigil, The Vigil Group; Jolene Ortiz, Virginia Romero, Sonya Martinez, Amy Earle, Shannon Vasquez, Sarah Wilson, and Karen Ismari; School Staff (in person at the Santa Fe location); Gary Corkran, Jenny Dukek, Bryce Adams, Jay W Ragley, and Kristin DeGross, POBL 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. Mr. Boitano advised that Ms. Vigil would be presenting the Financial Report. There being no further changes, a motion was made by Mr. Gessing and seconded by Mr. Chavez as follows:

RESOLVED, that the Agenda for the February 7, 2020 New Mexico Connections Academy Governing Council Meeting, as amended, 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 Student Intervention Efforts – Tier 1 and Tier 2

Ms. Beery advised that this item would be discussed later in the meeting.

ii. Update on Staffing

Ms. Beery reviewed the Staffing Report, as included in the meeting materials.

iii. Update on January Professional Development

Ms. Beery provided the Governing Council with an update on a recent professional development session for school staff, and advised of the continued progress on the school's goals, as established earlier in the year.

iv. Update on Enrollment

Ms. Ortiz provided the Governing Council with an update on enrollment at the school. She advised of the current enrollment, as well as students in all stages of the enrollment process. The Governing Council discussed the school's current cap of 1,100 students, as well as student accountability and progress during the current school year. Ms. Beery discussed the potential to increase the cap to 1,300 students per the school's Charter. Governing Council members advised of their intent to continue the discussion on enrollment at future meetings.

Mr. Ragley advised of the school's work with POBL to transfer student technology from desktops to laptops, and advised of the additional discussion slated to be held at the next Finance Committee meeting.

b. Financial Report

Ms. 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 Fiscal Controls

Mr. Corkran presented this item to the Council. He provided the Governing Council with some background to upcoming proposed fiscal policy updates, including the effect ongoing advancements in technology have had on organizations considering options for the most secure communications and best practices. He advised that the current policy would be reviewed with the Vigil Group to ensure that best practices within New Mexico were up to date.

[Mr. Chavez left the meeting at 9:27 a.m.]

ii. Finance Committee Updates and Recommendations for Approval

a. Approval of Budget Adjustment Reports (BAR)

- i. BAR #554-000-1920-006-I
- ii. BAR #554-000-1920-005-I

Ms. Vigil provided an update on the budget adjustment reports, as included in the Governing Council materials. There being no further discussion, a motion was made by Mr. Gessing and seconded by Mr. Schalow as follows:

RESOLVED, the BAR #554-000-1920-006-I and BAR #554-000-1920-005-I, as presented, is hereby approved.

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

b. Approval of Connections Academy of New Mexico, LLC Invoices for November and December

Mr. Schalow reviewed the November and December invoices as drawn from the financial report provided in the meeting materials. He advised that he reviewed the invoices and found them to be in order and asked the Governing Council whether they had any questions on the invoices 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 invoices for November in the amount of \$422,103.8, December in the amount of \$422,115.54, November LiveSpeech in the amount of \$14,711.19, December LiveSpeech in the amount of \$12,162.96, a credit for August-September 2019 Tax in the amount of (\$831.98), and a credit for Local Tax billed August-October in the amount of (\$25,950.09), as presented, are hereby approved.

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

V. 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. The Governing Council discussed the McKinney Vento Policy in detail with Ms. Beery, who advised that the policy was in compliance with state and federal law. There being no items removed from the Consent Items, a motion was made by Mr. Gessing and seconded by Mr. Schalow as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the November 19, 2019 Meeting;
- b. Approval of McKinney Vento Policy;
- c. Approval of the 2020-2021 School Year General School Handbook; and
- d. Approval of the 2020-2021 School Year State Specific School Handbook; are hereby approved.

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

VI. Action Items

a. Approval of Enrollment Cap for the 2020-2021 School Year

Mr. Boitano reminded the Governing Council of the discussion regarding enrollment held earlier in the meeting. The Governing Council indicated their intent to table this item, pending additional communications with the Governing Council's Legal Council, regarding the school's enrollment cap as stipulated by the Charter Contract.

This item was tabled.

VII. Information Items

a. Legislative Update

Mr. Adams updated the Governing Council on recent legislative activities which may impact the school.

[Ms. Vigil left the meeting at 9:53 a.m.]

The Governing Council discussed the state budget in detail, as well as potential bills for charter school accountability.

b. Facilities Update

Mr. Boitano provided the Governing Council with an update on this item. The Governing Council discussed the timeline for consideration of a change to the school's facility as well as the school's intent to renew the current facility lease for the upcoming school year.

c. Partner School Leadership Team (PSLT) Update

Ms. Dukek presented to the Governing Council on behalf of Pearson Online & Blended Learning's (POBL), School Leadership Team.

i. School Operations Metrics

Ms. Dukek 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 POBL partnering schools of similar size and years in operation. Council members discussed the metrics data with Ms. Dukek, including Student Intervention Efforts. Ms. Dukek reviewed the school staff members' increased awareness of critical educational components and benchmarks, as well as Pearson Online and Blended Learning's (POBL) useful tools for tracking student progress.

d. Governing Council Recruitment Update

Mr. Boitano advised of Ms. Armstrong's intent to remain on the Governing Council through the end of the current school year.

VIII. EXECUTIVE SESSION - Pursuant to NMSA 1978 Section 10-15-1(H)(2) to discuss the hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee: Mid-Year Review of School Leadership

The Governing Council entered into Executive Session at 10:47 a.m. upon a motion being made by Mr. Schalow, seconded by Mr. Gessing and confirmed via roll call vote of all Governing Council members present, pursuant to NMSA 1978 Section 10-15-1(H)(2) to discuss the hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee: Mid-Year Review of School Leadership. Governing Council members in attendance to begin the Executive Session were: Mark Boitano, Jerry Schalow, and Paul Gessing. Guests present in Executive Session at the request of the Governing Council based on their participation in the discussion were: Jenny Dukek and Kristin DeGross.

The Governing Council ended Executive Session and resumed open session at 11:13 a.m. upon a motion made by Mr. Schalow and seconded by Mr. Gessing. No action was taken during Executive Session, and matters discussed in the Executive Session were limited only to those specified in the motion for closure. Governing Council members discussed the timing of the next meeting, and advised of their intent to reschedule the meeting to Tuesday, March 10, 2020, to accommodate Governing Council member schedules.

IX. Adjournment and Confirmation of Next Meeting - Tuesday, March 10, 2020 at 9:00 a.m. MT

Mr. Boitano noted that the Governing Council was at the end of its agenda and reiterated the Governing Council's intent to reschedule the next meeting from Tuesday, February 25, 2020, to be held on Tuesday, March 10, 2020 at 9:00 a.m. MT. At 11:16 a.m., a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. February 7, 2020 Governing Council Meeting, as discussed, is hereby approved.

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