



APPROVED 12/01/2020

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

Tuesday, October 27, 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 467-566-653

I. Call to Order and Roll Call

Mr. Boitano called the meeting to order at 9:04 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, Letha Oman, Paul Gessing, Patrick Chavez and Jerry Schalow (via video and teleconference);

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; John Dubois, Nusenda Bank representative; Jessica Armijo, Member of the Public; Megan Holston, Jenny Dukek, Bryce Adams, Kristin DeGross, and Becky Kendall, 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. Gessing and seconded by Mr. Schalow as follows:

RESOLVED, that the Agenda for the October 27, 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

Mr. DuBois and Ms. Armijo introduced themselves, and thanked the Governing Council for their time.

IV. Oral Reports

a. School Leader's Report

i. State of the School Report and 2020-2021 School Improvement Plan

Ms. Beery provided the Governing Council with a state of the school report. She advised of the data used to formulate the School Improvement Plan, as well as areas of focus for the 2020-2021 school year.

[Ms. Armijo left the meeting at 9:20 a.m.]

Ms. Beery further discussed last year's graduation cohort data and goals for student retention. She further reviewed the current school goals, including increasing math proficiency and student engagement. The Governing Council thanked Ms. Beery for her thoroughness and partnership in the educational process.

ii. Update on Staffing

Ms. Beery provided the Governing Council with an update on staffing levels at the school.

b. Partner School Leadership Team (PSLT) Update

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

i. School Operations Metrics

Ms. Dukek reviewed the first quarter school operations metrics 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.

c. Financial Report

Ms. Woodard 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. Nusenda Banking Services Update

Mr. Vigil introduced Mr. DuBois, who provided a brief review of the banking services offered through Nusenda Credit Union.

ii. RFP Process Update

Ms. Beery provided an update on the school's Request for Proposal process, and advised that she would work with The Vigil Group to begin the process for the current RFP cycle.

iii. Finance Committee Updates and Recommendations for Approval

a. Approval of Connections Academy of New Mexico, LLC Invoice for September

Ms. Woodard reviewed the June invoice, as drawn from the financial report provided in the meeting materials. She advised that she reviewed the invoice and found all 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. Gessing made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice (NMCA0004) for September in the amount of \$492,143.16, as presented, is hereby approved;

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

b. Approval of Budget Adjustment Report (BAR)

- i. NMCA BAR#554-000-2021-0004-D
- ii. NMCA BAR#554-000-2021-0005-I
- iii. NMCA BAR#554-000-2021-0006-M
- iv. NMCA BAR#554-000-2021-0007-M

Ms. Woodard reviewed in detail the Budget Adjustment Reports (BAR). There being no further discussion, Ms. Oman made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, the Budget Adjustment Reports (BAR) NMCA_BAR#554-000-2021-0004-D, NMCA_BAR#554-000-2021-0005-I, NMCA_BAR#554-000-2021-0006-M, and NMCA_BAR#554-000-2021-0007-M, as presented, are hereby approved.

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

[Mr. Dubois left the meeting at 10:21 a.m.]

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 indicated their intent to consider the Consent Items separately.

a. Approval of Minutes from the September 22, 2020 Meeting

The Governing Council briefly reviewed the minutes from the previous meeting. There being no further discussion, Ms. Oman made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, the minutes from the September 22, 2020 Meeting, as presented, are hereby approved.

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

b. Approval of Revision(s) to 2020-2021 School Year State Specific Handbook: Title IX Updates and Video Conferencing Services

The Governing Council briefly reviewed the handbook revisions. Ms. Beery advised that the Title IX policies and procedures were included in the Governing Council materials for consideration, and would be contained within the school handbook. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, the revisions to 2020-2021 School Year State Specific Handbook: Title IX Updates and Video Conferencing Services, as presented, are hereby approved.

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

c. Approval of Revision(s) to 2020-2021 School Year General School Handbook: Quick Check Assessments and Video Conferencing Services

The Governing Council briefly reviewed the handbook revisions. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, the revisions to 2020-2021 School Year General School Handbook: Quick Check Assessments and Video Conferencing Services, as presented, are hereby approved.

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

[Mr. Vigil left the meeting at 10:24 a.m.]

VI. Action Items

There were no action items.

VII. Information Items

a. Legislative Update

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

i. STAR Service Spotlight: STAR and Board Relations: What We Do

Mr. Adams provided an overview of services delivered by STAR regarding client relations support, including ensuring school satisfaction with Online & Blended Learning (OBL) services, providing strategic planning and trusted counsel, and sharing information regarding public policy and advocacy. He further reviewed the services provided by Board Relations, including the support which assists the Governing Council in efficient performance, and support to achieve their goals while ensuring compliance with legal and regulatory requirements. Mr. Boitano thanked Mr. Adams and Ms. DeGroff for all of the services provided by OBL.

b. Facility Update

Ms. Beery reviewed the school's progress regarding the recent purchase of a school facility, including the ongoing work with an architectural firm to plan the buildout of the school's offices. The Governing Council discussed the plans in detail, as well as the current distribution of CARES Act funding to schools across the nation.

c. Governing Council Recruitment Update

Mr. Boitano presented this item to the Governing Council and advised of ongoing recruitment efforts.

d. Governing Council Training Update

Ms. DeGroff provided a brief review of upcoming trainings offered by PCSNM and NMPED.

The Governing Council discussed the timing of the next meeting, and indicated their intent to hold the next regularly scheduled meeting on December 1, 2020. Ms. DeGroff advised that all applicable postings necessary to move the meeting from November 17, 2020 to December 1, 2020, would be made as soon as possible.

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, December 1, 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, December 1, 2020 at 9:00 a.m. MT. At 10:56 a.m., a motion was made by Mr. Chavez and seconded by Ms. Oman as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. October 27, 2020 Governing Council Meeting, as discussed, is hereby approved.

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