



**APPROVED 04/27/2021**

**New Mexico Connections Academy (NMCA)  
MINUTES OF THE GOVERNING COUNCIL MEETING  
Tuesday, March 30, 2021 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 9:05 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, Paul Gessing, and Letha Oman (via video and teleconference);

Governing Council Members Absent: Patrick Chavez and Jerry Schalow;

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; Melissa Brown, PED representative; Gary Corkran, Jenny Dukek, and Kristin DeGross, 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 Ms. Oman as follows:

RESOLVED, that the Agenda for the March 30, 2021 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 Enrollment

Ms. Beery 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, including the Intent to Return (ITR) forms that have been received by the school. Ms. Beery also advised that the ITR process was ongoing for school staff, and updates on staffing for the 2021-2022 school year would be discussed at a future meeting.

ii. Update on COVID-19 Statewide Precautions

Ms. Beery presented this item to the Governing Council, and advised of the staggered in-office schedule for administrative assistants. She discussed the precautions being taken due to COVID-19, and noted that the majority of the school staff continues to work from home amidst the pandemic. Ms. Beery advised that guidance has not yet been issued from the state regarding the continuance of virtual Governing Council meetings.

iii. Update on Student Activities

Ms. Beery discussed the school's plans to hold a virtual graduation ceremony on May 27, 2021 at 10:30 a.m., and encouraged Governing Council members to attend. She further reviewed the recent virtual induction ceremony for National Honor Society inductees in the 10<sup>th</sup> and 11<sup>th</sup> grade.

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. She reviewed ongoing conversations and planning sessions with the school's leadership team to prepare for the upcoming school year.

Mr. Boitano welcomed Ms. Brown to the meeting. Ms. Brown thanked the Governing Council for allowing her participation, and discussed annual training requirements for individual members. She further reviewed the upcoming virtual NMPED conference, and advised of the anticipated training sessions available at the conference. She encouraged Governing Council members to complete all required credit hours prior to the June 30, 2021 deadline, and noted the potential availability for professional continuing education credits to count for required credit hours, should the topic matter align appropriately.

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. She provided additional discussion regarding CARES Act funding available through 2023. Governing Council members discussed the potential uses of CARES Act funding in detail. Mr. Vigil advised of his work with the school on a preliminary budget for the upcoming school year, and noted that allocation numbers and budget due date timelines had not yet been released. He further discussed the timing for the school's annual audit process.

i. Update on RFP Process

Ms. Beery presented this item to the Governing Council and provided an updated timeline for the RFP process. She advised that contract finalists will be selected in mid-May, with contracts anticipated to be awarded in early June. Ms. Beery discussed her continued work with Mr. Schalow on the review of all RFP matters, and noted that additional Governing Council support would be necessary in May for the school's three RFP review committees.

ii. Finance Committee Updates and Recommendations for Approval

a. Approval of Budget Adjustment Request (BAR)

i. NMCA BAR # 554-000-2021-0018- IB 27130

The Governing Council indicated their intent to consider all Finance Committee items together. Ms. Woodard provided an update on the budget adjustment report, as included in the Governing Council materials. She further reviewed the February invoice (# NMCA000014), and the Livespeech Invoice for February (# NMCA000015) as drawn from the financial report provided in the meeting materials. Ms. Woodard advised that Mr. Schalow had reviewed the invoices and found them to be in order. She asked the Governing Council whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, a motion was made by Ms. Oman and seconded by Mr. Gessing as follows:

RESOLVED, the Budget Adjustment Report (BAR) # 554-000-2021-0018- IB 27130 as presented, is hereby approved; and

FURTHER RESOLVED, that the Connections Academy of New Mexico, LLC invoice for February 2021 (# NMCA000014) in the amount of \$503,228.88, as presented, is hereby approved; and

FURTHER RESOLVED, that the February 2021 LiveSpeech invoice (# NMCA000015) in the amount of \$13,298.31, 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 February

This item was previously approved.

c. Approval of LiveSpeech Invoice for February

This item was previously approved.

**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. There being no items removed from the consent items, a motion was made by Mr. Gessing and seconded by Ms. Oman as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the February 23, 2021 Meeting; are hereby approved.

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

**VI. Action Items**

There were no action items.

**VII. Information Items**

- a. Legislative Update

In Mr. Adams' absence, Ms. Beery updated the Governing Council on recent legislative activities which may impact the school. Governing Council members discussed recent bills in detail with Ms. Brown, and inquired as to the PED's presence for discussion during the legislative process on educational matters.

b. Facility Update

Ms. Beery discussed the submission of final plans to the city of Santa Fe, and advised of a three month extension of the school's current facility lease while the buildout of the new facility takes place. The Governing Council discussed the scope and timeline of the work, and advised that a budget for the renovations would be available prior to the end of the current fiscal year.

c. Governing Council Recruitment Update

Mr. Boitano advised that no updates were available at this time.

Ms. Beery provided a brief update on a recent literature contest held by the state for high school students, and advised of the second place finish of a 10<sup>th</sup> grade student at the school. She noted that an annual ceremony with the Governor is typically held to congratulate the winners, and that she will provide an update when further details have been released.

**VIII. Adjournment and Confirmation of Next Meeting - Tuesday, April 27, 2021 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, April 27, 2021 at 9:00 a.m. MT. At 10:20 a.m., a motion was made by Ms. Oman and seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. March 30, 2021 Governing Council Meeting, as discussed, is hereby approved.

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