



APPROVED 05/25/2021

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, April 27, 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 9:06 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, Patrick Chavez, Jerry Schalow, and Letha Oman (via video and teleconference);

Governing Council Members Joined During Meeting: Paul Gessing (via video and teleconference);

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; Megan Holston, Jenny Dukek, Bryce Adams, Julia Haugarth, 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. Schalow and seconded by Ms. Oman as follows:

RESOLVED, that the Agenda for the April 27, 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.

[Ms. Dukek joined the meeting at 9:07 a.m.]

IV. Oral Reports

a. School Leader's Report

Ms. Beery provided an update on students in all stages of the enrollment process for the 2021-2022 school year, and advised on the current student Intent to Return form submission rate.

[Mr. Gessing joined the meeting at 9:10 a.m.]

i. Update on Graduation Plans and End of Year Activities

Ms. Beery advised that the high school graduation ceremony is planned for May 27, 2021, and that a link to the virtual event would be provided to Governing Council members.

ii. Update on Staffing

Ms. Beery provided the Governing Council with an update on anticipated staffing levels at the school for the 2021-2022 school year, including the upcoming availability of a counseling position.

iii. Update on PED Charter School Division Annual Report

Ms. Beery provided an update on the Annual Report. She reviewed her preference to discuss the report in detail at the Governing Council's next meeting, to allow for ample time to read and prepare responses to the report. The Governing Council discussed items within the report related to the school's audit reports. Ms. Beery advised that she would provide additional documentation to Governing Council members prior to the next meeting.

Additionally, the Governing Council discussed a recent Governing Council Meeting Observation Report, including a request for periodic updates on the school's Equity Council. Ms. Beery discussed the Equity Council in detail, including the council's work to best support culturally and linguistically responsive education.

iv. Update on Accreditation

Ms. Beery advised that the school had recently received a draft accreditation report, and that a final report was scheduled to be available for review in June.

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 presented this item to the Governing Council. She reviewed the data included in the Governing Council meeting materials, highlighting the school's performance as compared with other OBL partnering schools of similar size and years in operation. Governing Council members discussed the metrics data with Ms. Dukek.

c. 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 RFP Process

Ms. Beery provided an update on the school's RFP process, including the timeline for submission of all proposals. Mr. Schalow discussed the necessity for three school committees for review of the RFP's, and advised of his intent to sit on the committee for Bundled Services. Ms. Oman

volunteered to work with the Ancillary Services proposals, and Mr. Gessing volunteered to work with Student Technology. Mr. Vigil advised that the committees and school would abide by all procurement codes for the RFP process.

ii. Update on 2019-2020 Audit Report

Mr. Vigil presented this item to the Governing Council, and discussed the recent release of the 2019-2020 fiscal year audit report. He advised of three findings in the report, as well as the school's work to address the findings and ensure proper fiscal management for the school.

iii. Finance Committee Updates and Recommendations for Approval

The Governing Council held discussion regarding recommended agenda language for Budget Adjustment Requests.

a. Approval of Connections Academy of New Mexico, LLC Invoice(s) for March

Mr. Schalow reviewed the March invoice as drawn from the financial report provided in the meeting materials. He further reviewed the LiveSpeech invoice for March 2021. 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 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. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice(s) for March 2021 (# NMCA000016) in the amount of \$ 497,336.95, as presented, is hereby approved; and

FURTHER RESOLVED, that the LiveSpeech invoice(s) for March 2021 (# NMCA000017) in the amount of \$ 13,224.73, as presented, is hereby approved.

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

b. Approval of LiveSpeech Invoice(s)

This item was previously approved.

c. Approval of 2021-2022 School Year Budget Documentation

i. 2021-2022 School Year Budget

Mr. Vigil presented this item to the Governing Council. He discussed the options available regarding the teacher salary schedules. Governing Council members discussed the salary increase options in detail, and agreed that a 4% increase was the best option. Ms. Woodard further discussed ESSER II funds available to the school, as well as the school's staffing requests that were included in the budget. Governing Council members discussed items in the budget in detail, including the anticipated school facility buildout fees.

[Mr. Schalow left the meeting at 11:05 a.m.]

There being no further discussion, a motion was made by Mr. Gessing and seconded by Ms. Oman as follows:

RESOLVED, that the 2021-2022 School Year Budget, as presented, is hereby approved; and

FURTHER RESOLVED; that the 2021-2022 School Year Calendar, as presented, is hereby approved; and

FURTHER RESOLVED, that the 2021-2022 Teacher Salary Schedules, with a 4% increase, as discussed, is hereby approved.

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

ii. 2021-2022 School Year Calendar

This item was previously approved.

iii. 2021-2022 Teacher Salary Schedules

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 March 30, 2021 Meeting; is hereby approved.

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

VI. Action Items

- a. Approval of School-Funded Summer School Offering to Students

Ms. Beery presented this item to the Governing Council. She reviewed the proposal to offer summer school to students at the school through Pearson Online Academy, and advised of availability of 110 courses for credit recovery for high school students in need. Ms. Beery further discussed the counselors' work with families to address student need for offered courses. There being no further discussion, Ms. Oman made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the School-Funded Summer School Offering to Students, as presented, is hereby approved.

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

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- PSLT

This item was not discussed.

b. Facility Update

Ms. Beery provided an update on the school's facility buildout process. She advised of the anticipated timeline for construction work to commence, as well as the availability of a month to month lease for the current school facilities through September.

c. Governing Council Recruitment Update

Mr. Boitano advised that no update was available at this time.

d. Outreach Plan for the 2021-2022 School Year

The Governing Council reviewed the written Outreach Plan included in the meeting materials. There being no questions on the plan, Ms. Haugarth thanked the Governing Council for their partnership with the school.

e. Governing Council Planning for the 2021-2022 School Year

i. 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 2021-2022 school year will be included on the June Annual Meeting agenda.

ii. 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.

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, May 25, 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, May 25, 2021 at 9:00 a.m. MT. At 11:20 a.m., a motion was made by Mr. Gessing and seconded by Ms. Oman as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. April 27, 2021 Governing Council Meeting, as discussed, is hereby approved.

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

Submitted by

Approved by

Name: Kristin DeGross
Recorder
Date: April 27, 2021

Name: Mark Boitano
Governing Council President
Date: April 27, 2021

