



APPROVED 09/22/2020

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

Tuesday, August 25, 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, Jerry Schalow and Patrick Chavez (via video and teleconference);

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

Guests Present: Sandy Beery, School Leader; Chris Eisenberg, School staff; Michael Vigil and Ashley Woodard, The Vigil Group; Gary Corkran, Jenny Dukek, Bryce Adams and Emily Lee, 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. Chavez as follows:

RESOLVED, that the Agenda for the August 25, 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 Back to School Activities, Staffing and Training

Ms. Beery presented this item to the Governing Council. She advised the Governing Council of back to school activities including the number of completed welcome calls to families at the school.

ii. Update on Enrollment

Ms. Beery presented this item to the Governing Council, and reviewed the school's current enrollment as well as waitlisted enrollments. The Governing Council discussed the school's enrollment numbers and enrollment processes in detail with Ms. Beery.

iii. Using Benchmark Assessments to Assess Student Progress

Ms. Beery provided an update on benchmark assessments, as included in the Governing Council materials.

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 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 and Ms. Beery.

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.

[Ms. Eisenberg joined the meeting at 9:35 a.m.]

i. Unaudited 2019-2020 Financial Results

Ms. Woodard reviewed the unaudited financial results from the previous school year with the Governing Council.

ii. Finance Committee Updates and Recommendations for Approval

a. Approval of Budget Adjustment Reports (BAR)

- i. NMCA_BAR#554-000-1920-0019-I
- ii. NMCA_BAR#554-000-1920-0020-M
- iii. NMCA_BAR#554-000-2021-0001-I
- iv. NMCA_BAR#554-000-2021-0002-I
- v. NMCA_BAR#554-000-2021-0003-T

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

RESOLVED, that NMCA_BAR#554-000-1920-0019-I, NMCA_BAR#554-000-1920-0020-M, NMCA_BAR#554-000-2021-0001-I, NMCA_BAR#554-000-2021-0002-I, and NMCA_BAR#554-000-2021-0003-T, as discussed, are hereby approved.

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

b. Approval of Connections Academy of New Mexico, LLC Invoice for June

Mr. Vigil reviewed the June invoice, as drawn from the financial report provided in the meeting materials. He advised that he 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. Chavez made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice #NMCA0001 for June in the amount of \$173,046.88, as presented, is hereby approved;

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

c. Approval of LiveSpeech Invoice(s)

Mr. Vigil reviewed the LiveSpeech invoice for May, as drawn from the financial report provided in the meeting materials. He advised that he 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. Schalow made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, that the LiveSpeech invoice for May, in the amount of \$14,385.31, as presented, is 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. Ms. Beery provided an overview of the Federal Title Funding Documentation: Parent and Family Engagement Policy. There being no further discussion, a motion was made by Ms. Oman and seconded by Mr. Chavez as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the July 21, 2020 Meeting; and
- b. Approval of Federal Title Funding Documentation: Revision(s) to Parent and Family Engagement Policy; 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

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

[Mr. Gessing joined the meeting at 9:55 a.m.]

b. Facility Update

Mr. Boitano presented this item to the Governing Council. He asked Ms. Beery to update the Governing Council on anticipated facility construction as well as the status of the current tenants in the facility. Ms. Beery advised the Governing Council that the determination of facility needs is underway, which will inform the timing of associated facility updates. The Governing Council discussed the inclusion of a facility rental report in upcoming Governing Council meetings. The Governing Council further discussed the budget and the anticipated discussion of facility updates in future Finance Committee meetings.

c. Governing Council Recruitment Update

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

[Mr. Vigil left the meeting at 10:15 a.m.]

d. Board Relations Update

Ms. Lee presented this item to the Governing Council.

i. Conflict of Interest Statements and Background Check Reminders

Ms. Lee thanked Governing Council members for their timely completion of this annual document and reminded those who have yet to complete the document to do so at their earliest convenience.

ii. Governing Council Training Planning for 2020-2021

Ms. Lee advised the Governing Council of the required annual training hours and further advised of email reminders for upcoming training opportunities.

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, September 22, 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, September 22, 2020 at 9:00 a.m. MT. At 10:18 a.m., a motion was made by Mr. Schalow and seconded by Mr. Chavez as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. August 25, 2020 Governing Council Meeting, as discussed, is hereby approved.

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