



APPROVED 01/26/2021

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

Tuesday, December 1, 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 9:11 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 and Jerry Schalow (via video and teleconference);

Governing Council Members Absent: Letha Oman and Paul Gessing;

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; Gary Corkran, Jenny Dukek, Bryce Adams, Jay Ragley, 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. Chavez and seconded by Mr. Schalow as follows:

RESOLVED, that the Agenda for the December 1, 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 School Data

Ms. Beery reviewed course completion data results for the current and previous school years. The Governing Council requested data compilation from the 2018-2019 school year for comparison purposes, to be discussed at a future meeting.

ii. Update on Staffing

Ms. Beery provided an update on staffing, 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 Leader Review Process

Ms. Dukek outlined the annual school leader review process with the Governing Council, including feedback from the Governing Council through a survey. Ms. Dukek further advised the Governing Council that Ms. Beery's mid-year review will be discussed during the January meeting and the final review will take place during the Governing Council's Annual Meeting in June. She also reiterated the importance of Governing Council member participation in the review process.

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. Additionally, Mr. Vigil discussed the state's 40 Day Count procedures and the school's projected enrollment in detail.

At the Governing Council's request, the Legislative Update was moved up on the agenda.

Legislative Update

Legislative Priorities for the Upcoming Session

Mr. Adams reviewed the anticipated legislative priorities for the upcoming session, and advised of the legislative review sessions taking place with school leadership to strategize budgetary priorities.

OBL Enrollment Team Update

Mr. Adams discussed the reorientation of enrollment teams to be coordinated at a regional level to assist in the family experience. The Governing Council thanked Mr. Adams for OBL's work to assist newly enrolling families at the school.

i. Finance Committee and Recommendations for Approval

a. Approval of Budget Adjustment Report (BAR)

- i. NMCA BAR#554-000-2021-0009-M
- ii. NMCA BAR#554-000-2021-0010-I

Ms. Woodard reviewed in detail the Budget Adjustment Reports (BAR). She advised that BAR#554-000-2021-0009-M was no longer necessary, and requested that the specific BAR be tabled. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, the Budget Adjustment Report (BAR) NMCA_BAR#554-000-2021-0010-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 Invoice for October

Ms. Woodard reviewed the October 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. Schalow made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice (NMCA0005) for October in the amount of \$ 497,078.94, as presented, is hereby approved;

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

c. Approval of LiveSpeech Invoices for September and October

Ms. Woodard reviewed in detail the LiveSpeech Invoice for September and October (# NMCA0006). There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, the LiveSpeech invoice for September and October, in the amount of \$28,370.00, as presented, is hereby approved.

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

d. Approval of Annual Employee Technology Invoice

Ms. Woodard reviewed the Annual Employee Technology Invoice as drawn from the financial report, provided in the meeting materials. Ms. Woodard advised that she reviewed the invoice and found it 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:

FURTHER RESOLVED, that the Annual Employee Technology Invoice (NMCA0007), in the amount of \$44,400.00, 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. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Chavez as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the October 27, 2020 Meeting;
- b. Approval of Enrollment Opening Date window from February 1 to March 15, to Occur in Perpetuity, and Authorization for the School Leader to Work with OBL Regarding Opening Enrollment;
- c. Approval of Revision(s) to 2020-2021 School Year General School Handbook: FERPA Annual Notification and Policy; and
- d. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbook: Dress Code; 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
 - i. Legislative Priorities for Upcoming Session

This item was previously discussed.
 - ii. OBL Enrollment Team Update

This item was previously discussed.
- b. Facility Update

Mr. Vigil reviewed the school facility's current tenant lease expiration dates, as well as the anticipated move out dates in order for construction to begin on the building. The Governing Council discussed end of lease procedures, including the return of rental deposits and potential pro-rated rent for early release on lease terms.

[Mr. Chavez left the meeting at 9:59 a.m.]

In the absence of a quorum of Governing Council members, the remaining members indicated their intent to hear additional Information Items, and advised that no action would be taken.

Mr. Boitano continued discussion of the school facility and plans for construction to begin, including anticipated expenses for build out options. Ms. Beery advised that she would work with Mr. Vigil and an architect in the coming weeks to solidify the school's build out plans.

c. Governing Council Recruitment Update

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

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, January 26, 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, January 26, 2021 at 9:00 a.m. MT. At 10:16 a.m., the meeting ended.