



APPROVED 03/30/2021

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, February 23, 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 9:08 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, Letha Oman, and Jerry Schalow (via video and teleconference);

Governing Council Members Absent: Paul Gessing;

Guests Present: Sandy Beery, School Leader; Michael Vigil and Ashley Woodard, The Vigil Group; Gary Corkran, Jenny Dukek, Bryce Adams, Laura Sitler, 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 February 23, 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

The Governing Council indicated their intent to hear the PSLT update until Ms. Beery was able to join the meeting.

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, and advised of the school's work to prepare for the opening of enrollment and the upcoming school year. Governing Council members discussed virtual and in-person schooling around the state in detail.

[Ms. Beery joined the meeting at 9:16 a.m.]

The Governing Council further discussed schooling experiences during the COVID-19 pandemic.

a. School Leader's Report

i. Update on Student Activities and State Testing

Ms. Beery provided an update on the federal waiver submission for standardized testing. She advised that the school had opted out of testing as an entity, but that staff was assisting in the arrangement of SAT examinations as they are requested by students.

She further advised of the ongoing school accreditation meetings currently taking place, and thanked Mr. Boitano and Mr. Gessing for their upcoming attendance as part of the accreditation process.

ii. Update on Graduation Plans

Ms. Beery advised the Governing Council that the high school graduation ceremony will be conducted virtually, and that it will be recorded and provided to students at the school.

iii. Update on Winter Leadership Retreat

Ms. Beery reported to the Governing Council on the Winter Leadership Retreat that she recently attended virtually, including professional development initiatives and networking opportunities.

iv. Update on Staffing

Ms. Beery provided the Governing Council with an update on current staffing levels at the school. She further discussed a middle school English department initiative launching in March, focused on introducing diverse authors and experiences to students.

v. 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.

b. Partner School Leadership Team (PSLT) Update

This item was previously discussed.

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. Beery provided an update on ESSER II fund allocations available to the school.

i. Update on RFP Process

Mr. Vigil provided an update on the RFP process as conducted in past years, and advised that the process was currently under review with Ms. Beery and school staff. He further advised that during the school's annual audit, the RFP process had been reviewed in detail, and that no findings had been issued to the school. Governing Council members discussed the timing of the process in detail, and advised of their desire to conduct a ten (10) day Question and Answer period beginning on March 8, 2021, with a proposal submission deadline of April 30, 2021 at 12:00 p.m. MT. Mr. Vigil noted that he would work with Ms. Beery on the submission requirements for physical and electronic documentation. Governing Council members discussed the timing of the consideration and approval of RFP bids, currently slated for the May meeting.

ii. Finance Committee Updates and Recommendations for Approval

a. Approval of Budget Adjustment Requests (BAR)

i. NMCA BAR # 554-000-2021-0015-T 24301

ii. NMCA BAR # 554-000-2021-0016-I 11000

iii. NMCA BAR # 554-000-2021-0017-D 10000

Mr. Schalow provided an update on the budget adjustment requests, as included in the Governing Council materials. There being no further discussion, a motion was made by Mr. Schalow and seconded by Ms. Oman as follows:

RESOLVED, the BAR #554-000-2021-0015-T 24301; BAR # 554-000-2021-0016-I 11000 and BAR #554-000-2021-0017-D 10000, as presented, are hereby approved.

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

b. Approval of Connections Academy of New Mexico, LLC Invoices for January

Mr. Schalow reviewed the January invoices, as drawn from the financial report provided in the meeting materials. He advised that he reviewed the invoices and found all to be in order and asked the Governing Council whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, Ms. Oman made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice for January 2021 (# NMCA0012) in the amount of \$504,595.06, and the invoice for January 2021 LiveSpeech (# NMCA0013) in the amount of \$13,109.09 as presented, are 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 Ms. Oman as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the January 26, 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

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

- i. PCx Path Forward

Mr. Adams presented this item to the Governing Council. He provided an update on PCx, the learning management system currently in its pilot year with several of OBL's partnering schools. Mr. Adams advised that all partnering schools will use the Connexus 2.0 learning management system for the 2021-2022 school year, in order to enable all schools and OBL to work effectively for the success of all students. He further advised of the planned enhancements for Connexus 2.0 in order to ensure a positive user experience.

- ii. Marketing Services Overview

Ms. Sitler reviewed the Marketing Overview document, as included in the Governing Council meeting materials, in detail. She highlighted the key roles and responsibilities of OBL's Marketing team.

[Mr. Chavez left the meeting at 10:43 a.m.]

Governing Council members discussed school branding in detail.

- b. Facility Update

Ms. Beery provided an update on the school's facility buildout, including upcoming walkthroughs with engineers and contractors. She further discussed the anticipated timeline for occupancy of the building, including prioritization of the staff offices to ensure the completion of primary spaces prior to the start of the upcoming school year. Governing Council members indicated their intent to discuss the school's current lease end date at the next meeting.

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. DeGross reminded Governing Council members of state mandated training requirements, noting how many hours each Governing Council member is required to complete and how many hours have been completed thus far.

[Mr. Chavez rejoined the meeting at 10:55 a.m.]

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, March 30, 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, March 30, 2021 at 9:00 a.m. MT. At 10:56 a.m., a motion was made by Ms. Oman and seconded by Mr. Chavez as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. February 23, 2021 Governing Council Meeting, as discussed, is hereby approved.

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