



APPROVED 7/29/14

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Thursday, June 26, 2014 at 9:00 a.m. MT**

**Held at the following location and via teleconference:
4001 Office Court, Suite 201
Santa Fe, NM 87507**

I. Call to Order and Roll Call

In Mr. Boitano's absence and at his request, Mr. Lucero called the meeting to order at 9:11 a.m. The school location was open to the public. Mr. Lucero conducted a Roll Call.

Governing Council Members Present: Carlo Lucero, Jerry Shalow, Paul Gessing and Patrick Chavez (via phone);

Governing Council Members Absent: Mark Boitano and Yvonne Duhigg;

Guests Present: Dana Adiar, School staff (in person); Michael Vigil and Justine Roybal, School Business Managers; Melissa Nelson, Shawn Soltz, Laura Karns, Megann Arthur and Heather Woodward, Connections staff (via phone).

II. Routine Business

a. Approval of Agenda

Mr. Lucero 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 June 26, 2014 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Principal's Report

i. Update on Enrollment

In Ms. Trujillo's absence, Ms. Nelson provided the Governing Council with the most up-to-date enrollment numbers, including recent applicants and intent to return for the 2014-2015 school year.

ii. Update on School Activities, School Field Trips and Accolades

Ms. Nelson discussed the recent graduation ceremony, including speakers and the numbers of graduates. She also discussed the school's end of year activities for staff and families.

iii. Update on Staffing

Ms. Nelson discussed specific staff positions to be filled based on enrollment and staff development activities being completed prior to the next school year.

b. Financial Report

Mr. Vigil reviewed the school's financial statements in detail, including the revenue and expense statements, with the Governing Council. He discussed the current budget and forecast, as well as the current state funding model with the Governing Council. He further reviewed the cash flow and expenditures in detail with the Governing Council. Mr. Vigil advised the Governing Council of the upcoming audit process and timeline. The Governing Council discussed the desired composition of the Audit Committee.

[Ms. Woodward joined the meeting via phone at 9:27 a.m.]

IV. Consent Items

Mr. Lucero 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 changes noted, a motion was made by Mr. Gessing and seconded by Mr. Chavez as follows:

RESOLVED, the Consent items:

- a. Approval of Minutes from the May 20, 2014 Meeting;
- b. Approval of Live Speech Invoice for May;
- c. Approval of Substitute Teacher Invoice(s) for May;
- d. Approval of Governing Council Meeting Schedule for the 2014-2015 School Year;
- e. Approval of Governing Council President to the School Health Advisory Committee;
- f. Approval of Title I Application;
- g. Approval of Title II Application;
- h. Approval of Special Education Policies and Procedures;
- i. Approval of IDEA Application; and
- j. Approval of Financial Framework for 2014-2015 School Year; are hereby approved.

The motion passed unanimously.

V. Action Items

a. Approval of Connections Academy of New Mexico, LLC Invoice for May

Mr. Vigil reviewed in detail the Connections Academy, LLC invoice for the month of May, as drawn from the financial report in the Governing Council materials. He asked the Governing Council members whether they had any questions on the invoice or if any items required any further explanation. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Chavez as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice for the month of May, in the amount of \$124,550.01, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of BARS: Activity Fund

Mr. Vigil reviewed the Budget Adjustment Request, included in the Board materials, in detail with the Governing Council. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the BARS: Activity Fund, Doc. ID 554-000-1314-0016-IB, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Follow Up Site Visit Policies

i. Employees Right to Organize Policy

Ms. Nelson presented the Employees Right to Organize Policy to the Governing Council. There being no further discussion, a motion was made by Mr. Chavez and seconded by Mr. Schalow as follows:

RESOLVED, that the Employees Right to Organize Policy, as presented, is hereby approved.

The motion passed unanimously.

ii. Reduction in Force Policy

Ms. Nelson presented the Reduction in Force Policy to the Governing Council. There being no further discussion, a motion was made by Mr. Chavez and seconded by Mr. Schalow as follows:

RESOLVED, that the Reduction in Force Policy, as presented, is hereby approved.

The motion passed unanimously.

iii. Furlough Policy

Ms. Nelson presented the Furlough Policy to the Governing Council. There being no further discussion, a motion was made by Mr. Chavez and seconded by Mr. Schalow as follows:

RESOLVED, that the Furlough Policy, as presented, is hereby approved.

The motion passed unanimously.

d. Approval of Council Members and Staggered Terms

Ms. Woodward advised the Governing Council all Council members terms were up for renewal at this meeting. Following their confirmation that they wished to continue on the Council, discussion was held on the renewal of their terms. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Carlo Lucero and Patrick Chavez to the New Mexico Connections Academy Governing Council, as Class 1 Council member, for a term of one (1) year to the 2015 Annual meeting, is hereby approved.

FURTHER RESOLVED, that the appointment of Mark Boitano and Paul Gessing to the New Mexico Connections Academy Governing Council, as Class 2 Council member, for a term of two (2) years to the 2016 Annual meeting, is hereby approved.

FURTHER RESOLVED, that the appointment of Jerry Schalow and Yvonne Duhigg to the New Mexico Connections Academy Governing Council, as Class 3 Council member, for a term of three (3) years to the 2017 Annual meeting, is hereby approved.

The motion was approved unanimously.

e. Approval of Officers for the 2014-2015 School Year

Ms. Woodward presented this item to the Governing Council. She reviewed with the Council each Officer position as set out in the-adopted Bylaws, and advised the Governing Council that all positions would be for a term until the Annual Meeting 2015. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of:

Mark Boitano, Council President;
Carlo Lucero, Council Treasurer; and
Paul Gessing, Council Secretary, as presented, is hereby approved.

The motion was approved unanimously.

VI. Information Items

a. Results of the Parent Satisfaction Survey

Ms. Nelson reviewed the results of the Parent Satisfaction Survey, included in the Board materials, in detail with the Governing Council. She noted that a third party independent vendor conducted the survey. A copy of the results of the survey was sent to the Council's President directly from the third party vendor.

b. Governing Council Self Evaluation

Ms. Woodward reviewed the recommendation for an Education Management Organization (EMO) evaluation of Connections. She advised the Governing Council that Ms. Trujillo and Mr. Boitano will determine the appropriate evaluation form which will be distributed to the Council at the conclusion of the next school year.

VII. EXECUTIVE SESSION: pursuant to NMSA 1978 Section 10-15-1(H)(2) to discuss the hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee – End of School Year Review of School Leader Preparation

Upon a motion made by Mr. Schalow and duly seconded by Mr. Gessing, the Governing Council entered into Executive Session at 10:10 a.m. pursuant to NMSA 1978 Section 10-15-1(H)(2) to discuss the hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee – End of School Year Review of School Leader Preparation. Governing Council members entered into the Executive Session via a roll call vote. Governing Council members present during the Executive Session were: Carlo Lucero, Paul Gessing, Patrick Chavez and Jerry Schalow. Guests present in Executive Session at the request of the Governing Council based on their participation in the discussion were: Melissa Nelson, Laura Karns and Heather Woodward. All others left the meeting at this time.

Upon a motion made by Mr. Gessing and duly seconded by Mr. Chavez, the Governing Council resumed open session at 10:38 a.m. via roll call vote.

No action was taken during Executive Session.

VIII. Approval of Action(s) Necessary Based on Executive Session

a. Approval of School Leader Compensation for the 2014-2015 School Year

Mr. Lucero reviewed the recommended compensation for the 2014-2015 school year as discussed during the Executive Session, and requested Council approval. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the School Leader compensation for the 2014-2015 in the amount of \$86,520 with a 15% bonus potential, as presented, is hereby approved.

The motion passed unanimously.

IX. Adjournment and Confirmation of Next Meeting - Tuesday, August 26, 2014 at 9:00 a.m. MT

Mr. Lucero noted that the Governing Council was at the end of its agenda and that the next meeting is scheduled to be held on Tuesday, August 26, 2014 at 9:00 a.m. MT. At 10:39 a.m. Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. June 26, 2014 Governing Council meeting, is hereby approved.

The motion was approved unanimously.