



APPROVED 8/26/14

New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, July 29, 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

Mr. Boitano called the meeting to order at 9:05 a.m. The school location was open to the public. Mr. Boitano conducted a Roll Call.

Governing Council Members Present: Mark Boitano, Carlo Lucero, Paul Gessing, Patrick Chavez, Jerry Schalow and Yvonne Duhigg (all via phone);

Guests Present: Athena Trujillo, School Principal and Justine Roybal, School Business Manager (in person); Melissa Nelson, Donna Hutchison, Tanya Lee, Laura Karns and Heather Woodward, Connections staff (via phone).

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. Gessing and seconded by Ms. Duhigg as follows:

RESOLVED, that the Agenda for the July 29, 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

Ms. Trujillo provided the Governing Council with the most up-to-date enrollment numbers, including those in the pre-enrollment stages for the 2014-2015 school year. The Governing Council discussed the school's enrollment set forth in charter application.

ii. Update on School Report Card

Ms. Trujillo reviewed the School Report Card in detail with the Governing Council. She further advised she would petition the final grade based on testing participation rates.

iii. Update on PEC Meeting

Ms. Trujillo provided the Governing Council with an update on the recent Public Education Commission (PEC) Meeting.

iv. Update on Site Visit

Ms. Trujillo reviewed the findings from the recent site visit with the Governing Council.

v. Update on Staffing

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

b. Preparations for 2014-2015 School Year

Ms. Trujillo presented the following service agreements to the Governing Council. The Council discussed the service agreements and agreed to consider their approval at a future meeting.

c. Update on Procurement Requirements and Procedures

Mr. Lucero reviewed the updated procurement requirements and procedures with the Governing Council and noted that he wanted to follow up on the requirements to ensure the school and the Board are in compliance with all procurement requirements and procedures as they may change from time to time.

d. Financial Report

Ms. Robal reviewed the school's financial statements in detail, including the revenue and expense statements, with the Governing Council. She discussed the current budget and forecast, as well as the current state funding model with the Governing Council. She further reviewed the cash flow and expenditures in detail with the Governing Council.

i. Update on 2013-2014 Financial Audit

Ms. Robal advised the Governing Council of the audit process and timeline. The Governing Council requested Ms. Trujillo recommend an Audit Committee Member at a future meeting.

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

RESOLVED, the Consent items:

- a. Approval of Minutes from the June 24, 2014 Meeting
- b. Approval of Financial Services Agreement with Vigil Group
- c. Approval of Legal Services Agreement with Matthew Fox; are hereby approved.

The motion passed unanimously.

V. Action Items

a. Approval of BARS: Operational

Ms. Roybal reviewed the Budget Adjustment Requests included in the Governing Council's materials in detail with the Governing Council. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that BARS: Operational - Doc. ID 554-000-1314-0017-M; Doc. ID 554-000-1314-0018-M; Doc. ID 554-000-1314-0020-T; and Doc. ID 554-000-1314-0019-T, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Staffing Plan Built on Student:Teacher Ratios

Ms. Trujillo reviewed the benefits to building the staffing plan on the enrollment and student: teacher ratios with the Governing Council. The Governing Council discussed the enrollment cap and staffing ratios. There being no further discussion, a motion was made by Ms. Duhigg and seconded by Mr. Gessing as follows:

RESOLVED, that the staffing plan built on student: teacher ratios, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Enrollment Limit for 2014-2015 School Year

Ms. Trujillo reminded the Governing Council of the current enrollment numbers previously discussed in the meeting and requested approval to accept more than the previously approved 700 student funded enrollment target. The Board supported enrollment of more students if accepted by the PEC. There being no further discussion, a motion was made by Mr. Gessing and seconded by Mr. Lucero as follows:

RESOLVED, that the enrollment for more than 700 students for the 2014-2015 school year, as presented, is hereby approved.

The motion passed unanimously.

VI. Information Items

a. Legislative Update

Mr. Boitano and Dr. Hutchison provided the Governing Council with updates on legislative matters that may impact the school.

VII. Adjournment and Confirmation of Next Meeting - Tuesday, August 19, 2014 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, August 19, 2014 at 9:00 a.m. MT. At 10:32 a.m. Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. July 29, 2014 Governing Council meeting, is hereby approved.

The motion was approved unanimously.