



APPROVED 05/26/15

New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, May 12, 2015 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 9:11 a.m. when all participants were present and able to hear each other. The school location was open to the public. Mr. Boitano conducted a Roll Call.

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

Governing Council Members Absent: Yvonne Duhigg and Patrick Chavez,

Guests Present: Penne Wilson, Dana Adair, Dora Aleksandrova, Lindsey Edwards, Maya Mirabal, Tammy Woffinden, Janet Valdez, Janet Castaneda, Amy Earle, Craig Lockwood, Amy Maki and Jennifer Lawson, School staff (in person); Lisa Todd, Julie Capon, Christine May, Yvette Martinez, School staff; Michael Vigil and Justine Roybal, School Business Managers, Melissa Nelson, Brian Rosta, Donna Hutchison, Shawn Soltz, Laura Karns, Megann Arthur 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. The Governing Council added Public Comment and Approval of Action(s) Necessary Based on Executive Session to the agenda. There being no further changes, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the May 12, 2015 New Mexico Connections Academy Governing Council Meeting, as amended, is hereby approved.

The motion passed unanimously.

Public Comment

Mr. Boitano welcomed the school staff present and opened the meeting for public comment. Staff member spokespersons shared their perspectives on the school's progress to date and the current school leadership. The Governing Council thanked the school staff for their comments.

III. 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 - Review of School Leader

Upon a motion made by Mr. Lucero and duly seconded by Mr. Gessing, the Governing Council entered into Executive Session at 9:44 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.

Governing Council members entered into the Executive Session via a roll call vote. Governing Council members present during the Executive Session were: Mark Boitano, Carlo Lucero, Paul Gessing 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, Brian Rosta, Laura Karns and Heather Woodward. All others left the meeting at this time.

The Governing Council ended Executive Session and resumed open session at 10:20 p.m. via roll call vote upon a motion made by Mr. Gessing and seconded by Mr. Lucero. No action was taken during Executive Session.

Approval of Action(s) Necessary Based on Executive Session

Mr. Boitano reminded the Governing Council of the discussion held during Executive Session. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the acceptance of School Leader, Athena Trujilo's resignation, effective June 30, 2015, as discussed, is hereby approved.

The motion passed unanimously.

[Mr. Schalow left the meeting at 10:22 a.m.]

[Ms. Woffinden, Ms. Adair, Ms. Earle, Ms. Aleksandrova, Ms. Lawson, Ms. Wilson, Ms. Valdez, Ms. Castaneda and Mr. Soltz joined at 10:24 a.m.]

IV. Oral Reports

a. Principal's Report

Ms. Nelson reviewed the Monthly School Report with the Governing Council, highlighting changes from last month's report and trends in the report.

[Dr. Hutchison joined the meeting at 10:31 a.m.]

i. School Operations Metrics

Ms. Nelson 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 Connections' partnering schools of similar size and years in operation. Governing Council members discussed the metrics data with Ms. Nelson.

[Ms. Todd and Ms. Capon joined at 10:32 a.m.]

ii. Update on Graduation Plans and End of Year Activities

Ms. Nelson advised the Governing Council that the high school graduation ceremony is planned for May 23, 2015 and encouraged Governing Council members to attend.

[Mr. Lockwood joined the meeting at 10:37 a.m.]

iii. Update on State Testing and PEC Meeting

Ms. Nelson provided the Governing Council with an update on state testing, including student participation.

iv. Enrollment Update

Ms. Nelson reviewed the school's current enrollment numbers with the Governing Council, including those students in the pre-approval and approved phases of their applications.

v. Vendor Contract Updates

Ms. Nelson reviewed the progress on vendor contracts for the Governing Council's consideration at a future meeting.

[Dr. Hutchison left the meeting at 10:58 a.m.]

b. Financial Report

Mr. Vigil reviewed the school's financial statements in detail, including the revenue and expense statements, with the Governing Council. Mr. Vigill further reviewed the changes in the financials from the previous month, as well as the forecasted expenses.

i. Update on Budget Development for the 2015-2016 School Year

Mr. Vigil reviewed the budget development process, and meetings held to date on the production of the draft budget, as included in the Governing Council materials.

ii. Update on School Inventory Procedure

This item was not discussed.

iii. School Facility Discussion

Ms. Nelson reviewed the progress to ensure that school staff members have appropriate meeting space.

iv. CE Computer Technology Tracking Discussion

This item was not discussed.

v. Student Technology Agreement Update

This item was not discussed.

c. School Leader Review Process Update and School Leadership Team Support Update

Ms. Nelson reviewed the upcoming changes in the School Leadership Team (SLT) with the Governing Council. She introduced Mr. Brian Rosta and advised he would be transitioning into the role of primary

liaison to the Governing Council on behalf of Connections' SLT at the conclusion of this school year. The Governing Council thanked Ms. Nelson for her support and welcomed Mr. Rosta.

[Mr. Schalow joined the meeting at 11:13 a.m.]

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. At the Governing Council's request, Ms. Nelson briefly reviewed the Curriculum for the 2015-2016 School Year and Ms. Adair reviewed the IDEA Application. There being no further discussion or changes, Mr. Lucero made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 24, 2015 Meeting;
- b. Approval of Case Management Invoice(s);
- c. Approval of Connections Academy of New Mexico, LLC Invoice for Substitute Services for January;
- d. Approval of Curriculum for the 2015-2016 School Year;
- e. Approval of IDEA Application; and
- f. Approval of School Calendar for the 2015-2016 School Year; are hereby approved.

The motion passed unanimously.

[Ms. Adair left the meeting at 11:21 a.m.]

VI. Action Items

- a. Approval of Connections Academy of New Mexico, LLC Invoices for January, February and March

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

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for the months of January, in the amount of \$288,558.33, February, in the amount of \$299,777.78, and March, in the amount of \$285,922.22, as presented, are hereby approved.

The motion passed unanimously.

- b. Approval of Governing Council Member on Alternative Demonstration of Competency (ADC) Committee

Ms. Nelson reviewed the alternative demonstration of competency option for students that did not pass all previous testing requirements as previously approved by the Governing Council. She further requested a Governing Council Member serve on the Alternative Demonstration of Competency (ADC) Committee. Mr. Schalow volunteered to serve on the ADC Committee. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that Mr. Jerry Schalow as the Governing Council Member on Alternative Demonstration of Competency (ADC) Committee, as discussed, is hereby approved.

The motion passed unanimously.

c. Approval of Budget Adjustment Reports

- (a) Operational Increase – Doc. 554-000-1415-0002-I
- (b) Operational Increase – Doc. 554-000-1415-0005-I
- (c) Operational Increase – Doc. 554-000-1415-0012-I
- (d) Instructional Increase – Doc. 554-000-1415-0011-I
- (e) Non-Instructional Initial Budget – Doc. 554-000-1415-0004-IB
- (f) Title I – IASA Increase – Doc. 554-000-1415-0010-I
- (g) IDEA-B Increase – Doc. 554-000-1415-0008-I
- (h) IDEA-B Initial Budget – Doc. 554-000-1415-0009-IB
- (i) Teacher/Principal Training & Recruiting Increase – Doc. 554-000-1415-0006-I
- (j) Capital Improvements Initial Budget – Doc. 554-000-1415-0007-IB

Mr. Vigil presented these items to the Governing Council, and also referred them to discussion held earlier in the Financial Report. He asked the Governing Council members whether they had any questions or if any items required any further explanation. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Operational Increase – Doc. 554-000-1415-0002-I, Operational Increase – Doc. 554-000-1415-0005-I, Operational Increase – Doc. 554-000-1415-0012-I, Instructional Increase – Doc. 554-000-1415-0011-I, Non-Instructional Initial Budget – Doc. 554-000-1415-0004-IB, Title I – IASA Increase – Doc. 554-000-1415-0010-I, IDEA-B Increase – Doc. 554-000-1415-0008-I, IDEA-B Initial Budget – Doc. 554-000-1415-0009-IB, Teacher/Principal Training & Recruiting Increase – Doc. 554-000-1415-0006-I and Capital Improvements Initial Budget – Doc. 554-000-1415-0007-IB, as presented, are hereby approved.

The motion passed unanimously.

VII. Information Items

a. Update on Staffing

Ms. Nelson provided a brief update on staff hiring initiatives based on student-teacher ratios.

b. Governing Council Self Evaluation

Ms. Woodward reminded the Governing Council of the self-evaluation tool available.

c. Governing Council Planning for the 2015-2016 School Year

Ms. Woodward discussed the planning for the 2015-2016 school year that Connections Academy has been working on with the school.

i. Proposed Meeting Schedule

The Governing Council confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Woodward advised that the consideration of the Governing Council meeting schedule for the 2015-2016 school year will be included on the June Annual Meeting agenda.

ii. Governing Council Composition

Ms. Woodward discussed with the Governing Council the current composition, including member terms that would be up for reappointment at this year's annual meeting and encouraged Governing Council members to discuss their intentions regarding terms and officer positions with the Council Chair.

iii. Governing Council Training Update

Ms. Woodward provided the Governing Council with an update regarding state-required training and reviewed the upcoming trainings offered by the New Mexico Coalition of Charter Schools that would satisfy the five hour requirement. Mr. Boitano encouraged Governing Council members to attend the upcoming trainings.

d. Legislative and State Relations Update

There was no report.

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, May 26, 2015 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, May 26, 2015 at 9:00 a.m. MT. At 11:41 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. May 12, 2015 Governing Council meeting, as discussed, is hereby approved.

The motion was approved unanimously.