



**APPROVED 10/27/15**

**New Mexico Connections Academy (NMCA)  
MINUTES OF THE GOVERNING COUNCIL MEETING  
Tuesday, September 22, 2015 at 9:00 a.m. MT**

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

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**I. Call to Order and Roll Call**

Mr. Boitano called the meeting to order at 9:05 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, Patrick Chavez and Jerry Schalow (all via phone);

Guests Present: Linda Dominguez, School staff (in person); Jodie Dean, School Principal; Ramoncita Garcia and Jed Duggan, School staff; Michael Vigil and Justine Roybal, School Business Managers, Brian Rosta, Donna Hutchison, Marjorie Rofel, Tanya Lee, Laura Karns and Megann Arthur, Connections Staff (all 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. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the September 22, 2015 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

**III. Oral Reports**

a. Principal's Report

i. Staffing and Training Update

Ms. Dean discussed with the Governing Council back to school activities, school goals and training activities for staff members.

[Mr. Gessing left the meeting at 9:12 a.m.]

ii. Enrollment Update

Ms. Dean reviewed the Monthly School Report with the Governing Council, highlighting enrollment trends. The Governing Council discussed the Monthly School Report in detail.

b. Introduction of Special Education Manager, Ramoncita Garcia

Ms. Dean introduced Ramoncita Garcia to the Governing Council and reviewed her qualifications as Special Education Manager. Ms. Garcia discussed the benefits of a virtual education environment to the Governing Council.

i. Special Education Q&A

Ms. Rofel reviewed with Governing Council members the Special Education Support recording that was provided prior to the Governing Council meeting. She noted the school's ongoing work with all special education compliance matters, and also reviewed special education within the virtual school model. Governing Council members thanked Ms. Rofel for her thorough presentation.

[Ms. Rofel left the meeting at 9:38 a.m.]

c. Financial Report

Ms. Roybal reviewed the school's financial statements in detail, including the revenue and expense statements, as well as the school's forecast for the school year with the Governing Council.

i. Update on Legislative Finance Committee Site Visit – September 9, 2015

Ms. Dean reviewed the recent positive Finance Committee site visit with the Governing Council. The Governing Council discussed the site visit and the Finance Committee's perception of the school and charter schools in detail.

ii. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoice for August
2. Approval of Contract with Therapy Source
3. Approval of Contract with Karen Jokela

The Governing Council expressed their intent to review the three recommendations from the Finance Committee together. Mr. Vigil reviewed in detail the Connections Academy of New Mexico, LLC invoice for August, as drawn from the financial report in the Governing Council materials. The Governing Council reviewed the Therapy Source and Karen Jokela Contracts included in the meeting materials. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC for August, in the amount of \$289,500.00, as presented, is hereby approved;

FURTHER RESOLVED, that the contract with Therapy Source, as presented, is hereby approved;

FURTHER RESOLVED, that the contract with Karen Jokela, as presented, is hereby approved.

The motion passed unanimously.

#### 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 items removed from the Consent Items, a motion was made by Mr. Lucero and seconded by Mr. Schalow as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 2, 2015 Meeting;
- b. Approval of Minutes from the August 25, 2015 Meeting;
- c. Approval of Revision(s) to School Calendar for the 2016-2017 School Year;
- d. Approval of Revision(s) to 2015-2016 School Year General School Handbook: Enrollment, Withdrawals and Transfers; and
- e. Approval of Revision(s) to 2015-2016 School Year State Specific School Handbook: General Revisions; are hereby approved.

The motion passed unanimously.

#### V. Action Items

- a. Approval of Governing Council Designee for Annual School Handbook Review

Ms. Arthur reviewed the school's process for the development of both the general and state specific school handbooks for the following school year. Governing Council members discussed the best representative from the Governing Council to participate in the review process. The Governing Council nominated Mr. Gessing to be the Governing Council Designee. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that Paul Gessing as Governing Council Designee for Annual School Handbook Review, as presented, is hereby approved.

The motion passed unanimously.

#### VI. Information Items

- a. Update on Staffing

Ms. Dean provided an update on staffing levels and reminded the Governing Council of the upcoming accreditation visit.

- b. School Leadership Team Update

Mr. Rosta advised the Governing Council that he, as a representative of Connections' School Leadership Team, would be providing monthly updates throughout the school year on a variety of topics believed to be of interest to the Governing Council and the school. He provided the Governing Council with a brief review of technology currently in place at the school, upgrades to systems made since the school's opening, as well as the initiative to provide laptops to all teachers at the school.

- c. Legislative Update

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

d. 2015-2016 School Year Items for Governing Council Consideration

Ms. Arthur reviewed the outline of items planned to be presented for Governing Council consideration throughout the current school year. She further advised the Governing Council that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

e. Curriculum Town Hall Reminder

Ms. Arthur reminded the Governing Council of the upcoming Curriculum Town Hall presentation to be provided by Dr. Pat Hoge. She advised the Governing Council that additional information on the presentation would be sent via email prior to the Governing Council's next regular meeting.

f. New Mexico Coalition for Charter Schools Governing Council Training – October 29 – 31

Ms. Arthur 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.

**VII. Adjournment and Confirmation of Next Meeting - Tuesday, October 27, 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, October 27, 2015 at 9:00 a.m. MT. At 10:14 a.m. Mr. Schalow made the following motion and it was seconded by Mr. Lucero as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. September 22, 2015 Governing Council meeting, as discussed, is hereby approved.

The motion was approved unanimously.