



APPROVED 04/26/16

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, March 1, 2016 at 9:00 a.m. MT**

Held at the following locations and via teleconference:

4001 Office Court, Suite 201
Santa Fe, NM 87507
and
4801 Hardware Dr. NE
Albuquerque, NM 87109

I. Call to Order and Roll Call

Mr. Boitano called the meeting to order at 9:02 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: Carlo Lucero (in person at the location in Albuquerque posted 72 hours before the meeting); Mark Boitano, Jerry Schalow, Paul Gessing and Patrick Chavez (via phone);

Guests Present: Jodie Dean, School Principal; Justine Roybal, School Business Manager (in person at the location in Albuquerque posted 72 hours before the meeting); Linda Dominguez, school staff (in person at the location in Santa Fe posted 72 hours before the meeting); Amy Earle, School staff; Brian Rosta, Donna Hutchison, Tanya Lee, Laura Coleman 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 Mr. Chavez as follows:

RESOLVED, that the Agenda for the March 1, 2016 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

[Ms. Lee and Ms. Earle joined the meeting at 9:06 a.m.]

III. Oral Reports

a. Principal's Report

i. Update on Accreditation Visit

Ms. Dean provided the Governing Council with an update on the recent accreditation team site visit in February. She reviewed the site team's positive review of NMCA and recommendations and

thanks Connections for their support during the process. The Council members discussed the accreditation process in detail.

ii. Update on Enrollment

Ms. Dean provided the Governing Council with the most up-to-date enrollment numbers. Council members discussed the enrollment trends in detail with Ms. Dean.

iii. Winter Retreat and Conference Update

Ms. Dean reported to the Governing Council on the Winter Principal's Retreat she recently attended, including the professional development initiatives.

iv. State Testing Update

Ms. Dean reviewed with the Governing Council the upcoming state testing and preparations by school staff members.

v. Graduation Plans

Ms. Dean advised the Governing Council that the high school graduation ceremony is scheduled for May 27, 2016, and encouraged Council members to attend.

b. Financial Report

Ms. Roybal 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. Roybal and the Governing Council discussed a discrepancy on a recent bank statement and possible resolutions in detail.

[Ms. Earle left the meeting at 9:43 a.m.]

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoice for January

Ms. Roybal reviewed in detail the Connections Academy, LLC invoice for January as drawn from the financial report in the Governing Council materials. She advised that the Finance Committee reviewed all item for consideration and recommended Governing 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 Connections Academy of New Mexico, LLC invoice for January, in the amount of \$397,491.67, as presented, is hereby approved;

The motion passed unanimously.

2. Approval of Case Management Invoices for July, August and January

Ms. Roybal reviewed in detail the Case Management invoices for July, August and January as included in the Governing Council materials. She advised that the Finance Committee reviewed all item for consideration and recommended Governing Council approval. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Chavez as follows:

FURTHER RESOLVED, that the Case Management invoices for July and August, in the amount of \$7,470.00, and January, in the amount of \$10,170.00, as presented, are hereby approved; are 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. The Governing Council decided to review each item individually.

a. Approval of Minutes from the January 26, 2016 Meeting

The Governing Council reviewed the minutes included in the meeting materials. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that the minutes from the January 26, 2016 meeting, as presented, are hereby approved.

The motion passed unanimously.

[Dr. Hutchison joined the meeting at 10:01 a.m.]

b. Approval of Outreach Plan for the 2016-2017 School Year

Ms. Dean reviewed the Outreach Plan for the 2016-2017 School Year as included in the meeting materials. Dr. Hutchison reviewed the enrollment process each New Mexico Connections School will receive upon the opening of Pecos Connections Academy. There being no further discussion, a motion was made by Mr. Gessing and seconded by Mr. Schalow as follows:

RESOLVED, that the Outreach Plans for the 2016-2017 School Year, as presented, is hereby approved.

The motion passed unanimously.

V. Information Items

a. Update on Staffing

Ms. Dean reviewed the Staffing report included in the meeting materials with the Governing Council and provided an update on staffing levels.

b. Update on Governance Training

Ms. Woodward provided the Governing Council with a reminder 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.

c. School Leadership Team Update

Mr. Rosta presented to the Governing Council on behalf of Connections' School Leadership Team.

i. Update on School Handbooks

Mr. Rosta provided the Governing Council with an update on the request to add NMCA branding throughout the 2016-2017 General and State-Specific School Handbooks.

d. Legislative Update

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

VI. Adjournment and Confirmation of Next Meeting - Tuesday, April 26, 2016 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, April 26, 2016 at 9:00 a.m. MT. There being no further business to discuss, the meeting was adjourned at 10:25 a.m.