



APPROVED 8/30/2016

New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL ANNUAL MEETING
Tuesday, June 28, 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 9:03 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 and Jerry Schalow (in person at the location in Albuquerque posted 72 hours before the meeting); Paul Gessing and Patrick Chavez (via phone);

Guests Present: Justine Roybal, School Business Manager (in person at the location in Albuquerque posted 72 hours before the meeting); Ramoncita Garcia, School staff; Michael Vigil, Brian Rosta, 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 June 28, 2016 New Mexico Connections Academy Governing Council Annual Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Principal's Report

On behalf of Ms. Dean, Ms. Garcia reviewed the Monthly School Report with the Governing Council, highlighting changes from last month's report and trends in the report.

i. Update on Upcoming Trainings and Summer Planning

Ms. Garcia provided the Governing Council with an update on the ongoing leadership team trainings, and staff planning in preparation for the upcoming school year.

ii. Update on Enrollment for the 2016-2017 School Year

This item was discussed later in the meeting.

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. The Governing Council discussed the school's financial statements with Ms. Roybal.

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoice(s) for May
2. Approval of Case Management Invoice for May
3. Approval of Employee Technology Invoice
4. Approval of Budget Adjustment Reports
 - Flowthrough – Doc. 554-000-1516-0011-I
5. Approval of Renewal of Agreement with Vigil Group, LLC
6. Ratification of Amendment #3 to the Technology Lease and Service Agreement

The Governing Council expressed their intent to consider all Financial items together having been previously reviewed and recommended for approval by the Financial Committee. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for May, in the amount of \$372,394.44 and \$1,837.46, as presented, are hereby approved;

FURTHER RESOLVED, that the Case Management invoice for May, in the amount of \$9,842.50, as presented, is hereby approved;

FURTHER RESOLVED, that the Employee Technology Invoice for May, in the amount of \$22,800.00, as presented, is hereby approved;

FURTHER RESOLVED, that the Budget Adjustment Report: Flowthrough – Doc. 554-000-1516-0011-I, as presented, is hereby approved;

FURTHER RESOLVED, that the Renewal of Agreement with Vigil Group, LLC, as presented, is hereby approved; and

FURTHER RESOLVED, that Amendment #3 to the Technology Lease and Service Agreement, as presented, is hereby ratified.

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. Schalow and seconded by Mr. Chavez as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the May 24, 2016 Meeting;
- b. Approval of Governing Council Meeting Schedule for the 2016-2017 School Year; and
- c. Approval of Annual Open Meetings Act Resolution; are hereby approved.

The motion passed unanimously.

V. Action Item

a. Approval of Directors

Ms. Woodward advised the Governing Council two (2) Governing Council members terms were up for renewal at this meeting, Mark Boitano and Paul Gessing. Following their confirmation that they wished to continue on the Governing Council, discussion was held on the renewal of their terms. There being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Chavez as follows:

RESOLVED, that the appointment of Mark Boitano and Paul Gessing to the New Mexico Connections Academy Governing Council of Directors, as Class 2 Directors, for a term of three (3) years to the 2019 Annual meeting, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of Officers for the 2016-2017 School Year

Ms. Woodward presented this item to the Governing Council. She reviewed with the Governing 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 2017. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, a motion was made by Mr. Lucero and seconded by Mr. Gessing 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. Update on Governing Council Training

Ms. Woodward advised the Governing Council that all members had satisfied the five hour state-required training.

b. Update on Staffing

Ms. Garcia reviewed the Staffing report included in the meeting materials with the Governing Council and provided an update on staffing levels. The Governing Council discussed staffing levels with Ms. Garcia and Mr. Rosta.

c. Results of the Parent Satisfaction Survey

Mr. Rosta reviewed the results of the Parent Satisfaction Survey, included in the Governing Council Meeting materials, in detail with the Governing Council. He noted that a third party independent vendor conducted the survey. A copy of the results of the survey was sent to the Governing Council's President directly from the third party vendor. The Governing Council discussed the satisfaction survey results in detail, including increasing student events.

d. School Leadership Team Update

Mr. Rosta provided the Governing Council with the most up-to-date enrollment numbers, including those students in the pre-enrollment and approved phases of their applications.

e. Legislative Update

There was no update at this time.

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

Upon a motion made by Mr. Schalow and seconded by Mr. Lucero and confirmed via roll call vote of all Governing Council members present, 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. Governing Council members present during the Executive Session were: Mark Boitano, Carlo Lucero, Paul Gessing, Patrick Chavez and Jerry Schalow. Guests invited by the Governing Council to attend were: Brian Rosta, Laura Coleman and Heather Woodward all having attendance rights. All others left the meeting at this time.

At 10:37 a.m. the Governing Council resumed open session upon a motion being made by Mr. Schalow, seconded by Mr. Lucero and confirmed via roll call vote of all Governing Council members present. 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 2016-2017 School Year

Mr. Boitano reviewed the recommended compensation for the 2016-2017 school year as discussed during the Executive Session, and requested Council approval. There being no further discussion, Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the School Leader compensation for the 2016-2017 in the amount of \$90,000 with a 15% bonus potential, as discussed, is hereby approved.

The motion passed unanimously.

IX. Adjournment and Confirmation of Annual Meeting - Tuesday, August 23, 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, August 23, 2016 at 9:00 a.m. MT. There being no further business to discuss, a motion was made by Mr. Lucero, seconded by Mr. Guessing and passed unanimously to adjourn the meeting at 10:38 a.m.