



APPROVED 1/24/2017

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, November 29, 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 9:06 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, Paul Gessing and Jerry Schalow (via phone);

Governing Council Members Absent: Patrick Chavez;

Guests Present: Jodie Dean, School Leader; Justine Vigil, School Business Manager; Romoncita Garcia, School staff (in person at the location in Albuquerque); Laci Lockwood, School staff; Brian Rosta, Tanya Lee, Bryce Adams, Shon Hocker, 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. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the November 29, 2016 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Principal's Report

Ms. Dean reviewed the Monthly School Report (MSR) with the Governing Council, highlighting enrollment and performance trends.

i. Update on Student Intervention Efforts – Tier 1 and Tier 2

Ms. Dean updated the Governing Council on Student Intervention Efforts. She advised the Governing Council of school staff members' increased awareness of critical educational components and benchmarks, as well as Connections' useful tools for tracking student progress. Ms. Dean further discussed the relation these efforts have to the school's annual success in goals completion.

ii. Charter Renewal Timeline

Ms. Dean reviewed with the Governing Council the school's preparations thus far for the Charter Renewal process. The Governing Council discussed the current and potential sponsoring districts in detail with Ms. Dean.

iii. Future Funded Enrollment Growth

Ms. Dean reviewed with the Governing Council a proposed Funded Enrollment Target for the 2017-2018 school year of 1,600-1,700 students. She reminded Governing Council members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Dean further advised that the proposed enrollment target will be presented for approval during the upcoming January meeting, if Governing Council members indicate their support of the number. She reviewed past target numbers and the predicted growth for the school based on many factors, including trends in enrollment, students currently in the pipeline and outreach efforts. The Governing Council did not express concern with the proposed Funded Enrollment Target range.

1. Future Facility Plans

Ms. Dean advised the Governing Council of the upcoming lease term expiration. The Governing Council discussed facility and lease options in detail with Ms. Dean, including the timing considerations with the upcoming Charter Renewal.

b. Special Education Presentation

Ms. Garcia reviewed with Governing Council members the Special Education presentation as included in the Governing Council meeting materials. She noted the school's ongoing work with all special education students, teacher workload and special education eligibility by grade. Governing Council members discussed the school's special education needs and budget in detail.

b. Financial Report

Ms. Vigil 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. Vigil.

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Case Management Invoice for October
2. Approval of Connections Academy of New Mexico, LLC Invoice(s) for October

The Governing Council expressed their intent to review the Finance Committee Recommendations for Approval together. Ms. Vigil reviewed the October Case Management invoice and Connections Academy of New Mexico, LLC Invoice for October

as drawn from the financial report provided in the meeting materials, and reviewed earlier in the meeting. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Lucero as follows:

RESOLVED, that the Case Management invoice for October, in the amount of \$12,170.00, as presented, is hereby approved.

FURTHER RESOLVED, that the Connections Academy of New Mexico, LLC invoice(s) for October, in the amount of \$550,632.22, as presented, 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. There being no further discussion or items removed from the Consent Items, a motion was made by Mr. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, the Consent Item:

- a. Approval of Minutes from the October 25, 2016 Meeting; is hereby approved.

The motion passed unanimously.

V. Action Items

There were no Action Items for the Governing Council's Consideration.

VI. Information Items

- a. Update on Staffing

Ms. Dean provided the Governing Council with an update on Staffing as included in the Board meeting materials.

- b. Legislative Update

Mr. Adams provided the Governing Council with updates on legislative matters that may impact the school. The Governing Council discussed the legislative activities in detail with Mr. Adams.

[Mr. Schalow left the meeting at 10:41 a.m.]

- c. Partner School Leadership Team Update

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

- i. School Leader Review Process Reminder

Mr. Rosta outlined the annual school leader review process with the Governing Council. He reminded Governing Council members that the process includes feedback from the Governing Council through email. Mr. Rosta further reminded the Governing Council that Ms. Dean's mid-year review will be discussed during the January meeting and the final review will take place during

the Governing Council's Annual Meeting in June. He also reiterated the importance of Governing Council member participation in the review process.

VII. Adjournment and Confirmation of Next Meeting - Tuesday, January 31, 2017 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, January 31, 2017 at 9:00 a.m. MT. There being no further business to discuss, the meeting was adjourned at 10:44 a.m. upon a motion made by Mr. Lucero, seconded by Mr. Gessing and carried unanimously.