



APPROVED 4/25/2017

New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, February 28, 2017 at 9:00 a.m. MT

Held at the following locations and via teleconference:

4001 Office Court, Suite 201-204
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 and Paul Gessing (via phone); Carlo Lucero (in person at Albuquerque location);

Governing Council Members Joined During Meeting: Jerry Schalow (in person at Albuquerque location);

Governing Council Members Absent: Patrick Chavez;

Guests Present: Jodie Dean, School Principal; Justine Roybal, School Business Manager; Katie Poulos, Public Education Department Representative (in person at Albuquerque location); Romoncita Garcia, school staff (in person at Santa Fe location); Craig Lockwood and Laci Lockwood, School staff (via phone); Brian Rosta, Bryce Adams, Tanya Lee, Jay W Ragley, Kristin DeGross 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. Lucero and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the February 28, 2017 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Public Comment

Ms. Dean advised that standardized testing is currently taking place at locations throughout the state, and noted that school staff are on location at all testing sites.

[Mr. Schalow joined the meeting at 9:05 a.m.]

IV. Oral Reports

a. Principal's Report

Ms. Dean reviewed the Monthly School Report (MSR) with the Governing Council, highlighting enrollment, including those who have applied and are currently in the enrollment process.

i. Update on Purchase of Chrome Books

Ms. Dean provided the Governing Council with an update on the school's plans for the purchase of technology. She noted the school's work with the Finance Committee to decrease technology expenditures, as well as the intended use for the chrome books at the school.

ii. Update on State Testing

Ms. Dean reviewed with the Governing Council the upcoming state testing preparations by school staff, including exams scheduled to take place throughout the spring months. The Governing Council discussed testing preparations in detail.

iii. Update on Graduation Planning

Ms. Dean reviewed the high school graduation ceremony plans in detail, and encouraged Governing Council members to attend.

iv. Update on Facility

Ms. Dean reviewed the school's facility needs for the upcoming school year. Governing Council members discussed the facility memorandum, as included in the Board materials, and to be distributed to all necessary parties within the state.

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.

Audit Report for the 2015-2016 School Year

At the request of the Governing Council, this item was moved up on the agenda, and clarified as the report for the 2015-2016 school year. Ms. Roybal reviewed the audit report for the fiscal year ending June 30, 2016, as included in the Board materials. She highlighted key aspects of the report, and related to the Board that the audit firm indicated three minor findings; she advised that the school practices have been updated to align to the report. Governing Council members discussed the audit report, and expressed their satisfaction with the school and Connections for the results.

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Board Member to Attend the Finance Committee

Mr. Schalow reviewed this item with the Governing Council. Board members discussed the timing of approval for a Board member to join the Finance Committee, and noted their desire to defer the item to the next meeting.

This item was deferred.

2. Approval of Connections Academy of New Mexico, LLC Invoices for December and January

Mr. Schalow reviewed in detail the Connections Academy of New Mexico, LLC Invoices for December and January as drawn from the financial report in the Governing Council materials. He advised that the Finance Committee reviewed all item for consideration and recommended Governing Council approval. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for December, in the amount of \$407,697.50, and January, in the amount of \$454,608.75, as presented, are hereby approved.

The motion passed unanimously.

3. Approval of Agreement with LSG and Associates LLC

Ms. Dean reviewed this item with the Governing Council, and advised of the services to be provided by LSG and Associates. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Lucero as follows:

RESOLVED, that the Agreement with LSG and Associates LLC, as presented, is hereby approved.

The motion passed unanimously.

ii. Audit Report for the 2016-2017 School Year

This item was discussed earlier in the meeting.

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. There being none, Mr. Lucero made the following motion and it was seconded by Mr. Gessing as follows:

- a. Approval of Minutes from the January 24, 2017 Meeting; is hereby approved.

The motion passed unanimously.

VI. Action Items

No action was taken at this time.

VII. 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. Outreach Plans for the 2017-2018 School Year

Ms. Dean presented this item to the Governing Council. She reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Governing Council materials. Ms. Dean highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Governing Council members had discussion on the outreach plans and specific activities.

The Governing Council held additional discussion on the school's lottery process, as outlined in the school's charter.

- c. Legislative Update

Mr. Adams provided an update on the recent legislative activities in New Mexico, which may impact the school. The Governing Council discussed legislative activities in detail.

d. Partner School Leadership Team Update

Mr. Rosta provided an update to the Governing Council on behalf of Connections' School Leadership Team. He reviewed Ms. Dean's recent attendance at the Winter School Leader's Conference, hosted by Connections, and noted the value of the information discussed.

VIII. Adjournment and Confirmation of Next Meeting - Tuesday, April 25, 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, April 25, 2017 at 9:00 a.m. MT. At 10:43 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. February 28, 2017 Governing Council meeting, as discussed, is hereby approved.

The motion was approved unanimously.