



APPROVED 05/28/2019

**New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING**

Tuesday, April 23, 2019 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 10:08 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 (in person at Albuquerque location); Jeanie Armstrong and Paul Gessing (via phone);

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

Governing Council Members Absent: Patrick Chavez;

Guests Present: Sandy Beery, Interim School Leader; David Young, Governing Council Consultant (in person at Albuquerque location); Virginia Romero, Sonya Martinez, and Juliann Quintana, School staff (in person at the Santa Fe location); Sue Fox, Governing Council's Legal Counsel; Alyssa Lucero, The Vigil Group; Christiana Sisneros, Charles Vigil, Logan Brown, Alyssia Lujan Blea, Debbie Vigil, Amy Earle, Sabrina Timan, Dimitria Richardson, Leslie Bagwell, and Tamara Bibo, School staff; Kelly Gatzke, Ray Lambert, Bryce Adams, Tanya Lee and Kristin DeGross, POBL 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 Ms. Armstrong as follows:

RESOLVED, that the Agenda for the April 23, 2019 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.

III. Public Comment

There were no public comments at this time.

IV. Update on Appeal Hearing

Mr. Boitano advised of the Governing Council's intent to hear Oral Reports until Ms. Fox, the Governing Council's Legal Counsel, was able to join the meeting.

V. 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

Mr. Boitano advised that the Executive Session would be held later in the meeting

VI. Approval of Action(s) Necessary Based on Executive Session

This item was not discussed.

VII. Oral Reports

a. Assistant Principal's Report

i. Update on Graduation Plans and End of Year Activities

Ms. Beery advised that she would be presenting the Assistant Principal's report in Ms. Sisneros's absence. She advised the Governing Council of the school's plans for the upcoming high school graduation ceremony on May 23, 2019, and encouraged Governing Council members to attend.

ii. Update on State Testing

Ms. Beery reviewed with the Governing Council the ongoing standardized testing currently taking place at various locations across the state. She further reviewed recently completed exams for English Language Learners.

iii. Update on Staffing

Ms. Beery provided the Governing Council with an update on staffing levels at the school. She further discussed anticipated staffing for the upcoming school year, including changes to current staffing assignments, and the potential addition of staff in several areas.

[Mr. Schalow joined the meeting at 10:25 a.m.]

Mr. Boitano advised that the anticipated staffing changes would be discussed in conjunction with the school's budgetary process for the upcoming school year.

[Ms. Sisneros joined the meeting at 10:26 a.m.]

School staff provided feedback on the anticipated staffing changes.

[Ms. Fox joined the meeting at 10:46 a.m.]

The Governing Council discussed the staff's input in detail.

Update on Appeal Hearing

Mr. Boitano welcomed Ms. Fox to the meeting. Ms. Fox provided an update on the recent appeal hearing. She advised of the recent dismissal of the PED's appeal by the Court of Appeals, and advised that the Court had agreed with the school's position regarding the dismissal. Ms. Fox further advised of the expected decision by the district court to order the renewal of the school's charter, as well as the timing of the anticipated renewal.

Mr. Boitano thanked Ms. Fox for her powerful testimony to the state Senate regarding recent virtual school legislation.

[Ms. Fox and Ms. Vigil left the meeting, and Ms. Earle joined at 11:00 a.m.]

The Governing Council returned to the previous discussion regarding school staffing, and allowed staff members to provide additional feedback regarding staffing levels at the school.

b. POBL Products, Services, and Initiatives Update

Mr. Lambert reviewed Pearson Online & Blended Learning's (POBL) 2019-2020 Products, Services and Initiatives memo as included in the Governing Council materials. He further advised the Governing Council on upcoming enhancements to the curriculum and focus on academic outcomes.

c. Financial Report

Ms. Lucero 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. She further reviewed the school's budgetary process for the upcoming school year, and advised that the projected student number of 1095 would be used for building the budget.

i. Update on Consulting Services

Mr. Schalow provided the Governing Council with an update on this item. He reviewed the invoice obtained for JSY Coaching & Consulting, LLC, including the anticipated hourly breakdown of work to be provided. Governing Council members discussed Mr. Young's work in detail, as well as the budgetary impact of engaging Mr. Young's services through the remainder of the 2018-2019 school year. Ms. Lucero advised of the threshold limit of \$20,000 in vendor services, and the necessity to obtain quotes when the amount is above the threshold.

[Ms. Earle, Ms. Bibo, Ms. Luhan Blea, Ms. Bagwell, Ms. Timan, and Mr. Brown left the meeting at 11:50 a.m.]

There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, the consulting contract with JSY Coaching & Consulting, LLC for the 2018-2019 school year, not to exceed \$19,900, as discussed, is hereby approved.

A roll call vote was conducted, the motion passed unanimously.

ii. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoices for February and March

Mr. Schalow reviewed the February and March invoices as drawn from the financial report provided in the meeting materials, and reviewed earlier in the meeting. He advised that he

reviewed the invoices and found them to be in order and asked the Governing Council whether they had any questions on the invoices or if any items required further explanation. Additionally, Mr. Schalow advised that the LiveSpeech invoices for January and February had been reviewed and found to be in order, as well as the current substitute teacher invoices. Governing Council members indicated their intent to consider all invoices together. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for February in the amount of \$461,968.33, and March in the amount of \$460,487.22; and

FURTHER RESOLVED, that the LiveSpeech invoices for January in the amount of \$12,068.00, and February in amount of \$11,298.00; and

FURTHER RESOLVED, the Substitute Teacher invoices for February in the amount of \$3,900.00; are hereby approved.

A roll call vote was conducted; the motion passed unanimously.

2. Approval of Livespeech Invoices for January and February

This item was previously discussed.

3. Approval of Substitute Teacher Invoices

This item was previously discussed.

4. Approval of Agreement for Technology Equipment Lease and Services

Mr. Schalow presented this item to the Governing Council. He advised that the agreements for technology equipment lease and services, speech services, and special education services, would be reviewed at an upcoming Finance Committee meeting.

This item was tabled.

5. Approval of Agreement for Speech Services

This item was tabled.

6. Approval of Agreement for Special Education Services

This item was tabled.

VIII. 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 advised of their intent to consider each Consent Item separately.

a. Approval of Minutes from the February 26, 2019 Meeting

Mr. Boitano asked if there were any questions regarding the minutes from the previous meeting. There being no questions and no further discussion, a motion was made by Mr. Schalow and seconded by Ms. Armstrong as follows:

RESOLVED, the minutes from the February 26, 2019 Meeting, as presented, are hereby approved.

A roll call vote was conducted; the motion passed unanimously.

b. Approval of School Calendar for the 2019-2020 School Year

Mr. Lambert advised that the school calendar was not yet ready for review, and would be presented at a future meeting.

This item was tabled.

c. Approval of Revision(s) to the 2018-2019 School Year State Specific School Handbook: Student and Staff Communication

Ms. Armstrong advised of her ongoing work to review the school and staff handbooks.

This item was tabled.

IX. Action Items

There were no action items at this item.

X. Information Items

a. Legislative Update

Mr. Adams provided an update on the recent legislative activities in New Mexico, which may impact the school.

b. Update on School Facility Lease

Mr. Boitano provided the Governing Council with an update on the School Facility Lease. He advised of the landlord's intent to retain ownership of the building, as well as the school's work to secure an extension of the current facility lease.

c. Substitute Teaching Services RFP Update

Mr. Schalow provided an update on the RFP process for substitute teaching services, and advised that the process would not be employed for the current school year, based on the school's decreased need for substitute services. He further advised that substitute teaching services would be discussed at an upcoming Finance Committee meeting.

d. Partner School Leadership Team (PSLT) Update

Mr. Lambert presented to the Governing Council on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team.

i. School Operations Metrics

Mr. Lambert presented this item to the Governing Council. He reviewed the data included in the Governing Council materials, highlighting the school's performance as compared with other POBL partnering schools of similar size and years in operation. Governing Council members discussed the metrics data with Mr. Lambert.

[Ms. Gatzke joined the meeting at 12:14 p.m.]

e. Outreach Plan for the 2019-2020 School Year

Ms. Gatzke presented this item to the Governing Council. She reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the meeting materials. Ms. Gatzke 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.

f. Governing Council Planning for the 2019-2020 School Year

Ms. DeGross discussed the planning for the 2019-2020 school year.

i. Proposed Meeting Schedule

The Governing Council confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. DeGross advised that the consideration of the meeting schedule for the 2019-2020 school year will be included on the June Annual Meeting agenda.

ii. Governing Council Composition

Ms. DeGross discussed with the Governing Council the current composition, including Governing Council member terms that would be up at this year's Annual Meeting, and encouraged Governing Council members to discuss their intentions regarding terms and renewal with the Chair.

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

The Governing Council entered into Executive Session at 12:38 p.m. upon a motion being made by Mr. Schalow, seconded by Mr. Gessing and confirmed via roll call vote of all Governing Council members present, 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 in attendance to begin the Executive Session were: Mark Boitano, Jerry Schalow, Paul Gessing, and Jeanie Armstrong. Guests present in Executive Session at the request of the Governing Council based on their participation in the discussion were: Bryce Adams, Ray Lambert, Kristin DeGross, and Sandy Beery. All others left the meeting at this time.

The Governing Council ended Executive Session and resumed open session at 1:37 p.m. upon a motion made by Mr. Schalow and seconded by Ms. Armstrong. No action was taken during Executive Session, and matters discussed in the Executive Session were limited only to those specified in the motion for closure.

Mr. Boitano advised that no action was necessary at this time.

XI. Adjournment and Confirmation of Next Meeting - Tuesday, May 28, 2019 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, May 28, 2019 at 9:00 a.m. MT. At 1:37 p.m., a motion was made by Mr. Schalow and seconded by Ms. Armstrong as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. April 23, 2019 Governing Council Regular Meeting, as discussed, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.