



APPROVED 06/25/2019

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

Tuesday, May 28, 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

In Mr. Boitano's absence, Mr. Gessing called the meeting to order at 9:07 a.m. when all participants were present and able to hear each other. The school location was open to the public. Mr. Gessing conducted a Roll Call.

Governing Council Members Present: Jerry Schalow, Jeanie Armstrong and Paul Gessing (via phone);

Governing Council Members Absent: Mark Boitano and Patrick Chavez;

Guests Present: Christiana Sisneros, School staff (in person at Albuquerque location); Sandy Beery, Interim School Leader; Shannon Vasquez, Shawna Sanchez, Virginia Romero, Jolene Ortiz, Amy Earle, Janet Castaneda, and Sonya Martinez, School staff (in person at the Santa Fe location); Alyssa Lucero, The Vigil Group; Hope Montoya, Debbie Vigil, Jennifer Lawson, Tammy Hajovsky, and Juliann Quintana, School staff; Ray Lambert, Bryce Adams, Dion Golatt, Tanya Lee and Kristin DeGross, POBL staff (via phone).

II. Routine Business

a. Approval of Agenda

Mr. Gessing 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 Ms. Armstrong as follows:

RESOLVED, that the Agenda for the May 28, 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. Oral Reports

a. Assistant Principal's Report

Ms. Beery provided the Governing Council with an update on the Title funding applications currently being worked on with school leadership.

i. Update on Graduation Plans and End of Year Activities

Ms. Sisneros reviewed the school's recent graduation ceremony, and advised that it was well attended.

ii. Update on Standardized Testing

This item was not discussed.

iii. Update on Staffing

This item was not discussed.

b. 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.

i. Update on Agreement with Beery Consulting Services for the 2019-2020 School Year

Mr. Schalow provided the Governing Council with an update on this item. He advised of the recent discussion held during the Finance Committee meeting regarding an agreement, and noted that due to the anticipated invoice cost, that the RFP process was not necessary at this time. Governing Council members indicated their support of appointing a designee to execute an agreement with Beery Consulting Services. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, the Governing Council President as Governing Council Designee to review, finalize, and execute an agreement with Beery Consulting Services for the 2019-2020 school year, 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 Facility Reconfiguration Buildout

Mr. Schalow advised that due to anticipated costs, the school would prefer to request bids for the facility reconfiguration buildout. This item was tabled to a future meeting.

[Mr. Golatt left the meeting at 9:24 a.m.]

2. Approval of Connections Academy of New Mexico, LLC Invoices for April

Ms. Lucero reviewed the April invoices as drawn from the financial report provided in the meeting materials, and reviewed earlier in the meeting. She 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 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 April in the amount of \$459,026.67; is hereby approved.

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

3. Approval of Budget Adjustment Reports (BAR)

- a. NMCA_BAR#554-000-1819-0010-I 11000
- b. NMCA_BAR#554-000-1819-0011-M 11000
- c. NMCA_BAR#554-000-1819-0012-D 14000

Ms. Lucero reviewed the Budget Adjustment Reports (BAR) with the Governing Council. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, the NMCA_BAR#554-000-1819-0010-I 11000, NMCA_BAR#554-000-1819-0011-M 11000, and NMCA_BAR#554-000-1819-0012-D 14000, as presented, are hereby approved.

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

4. Approval of Agreements with Connections Academy of New Mexico, LLC

- a. Technology Equipment Lease and Services
- b. Speech Services
- c. Special Education Services

Mr. Schalow and Mr. Adams presented this item the Governing Council. Mr. Adams reviewed the agreements with Connections Academy of New Mexico, LLC. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, that the Technology Equipment Lease and Services Agreement, as discussed, is hereby approved; and

FURTHER RESOLVED, that the Speech Services Agreement, as discussed, is hereby approved; and

FURTHER RESOLVED, that the Special Education Services Agreement, as discussed, is hereby approved.

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

5. Approval for Business Manager to File all Necessary BARS for the 2018-2019 School Year on Behalf of the School

Ms. Lucero reviewed with the Governing Council the Budget Adjustment Request (BAR) process for the 2018-2019 school year. She further requested that the Business Manager be approved to file all necessary BARS for the 2018-2019 school year on behalf of the school. There being no further discussion, a motion was made by Ms. Armstrong and seconded by Mr. Schalow as follows:

RESOLVED, that the Business Manager to file all necessary BARS for the 2018-2019

School Year on behalf of the school, as discussed, is hereby approved.

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

6. Approval of 2019-2020 School Year Budget

Ms. Lucero reviewed the proposed 2019-2020 school year budget with the Governing Council, also reminding them of the budget development process to date that included the school leader, Governing Council Treasurer and POBL staff. Governing Council members discussed the budget, including related staffing and other specific expenses for the school. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, that the Proposed Budget for the 2019-2020 School Year and all assumptions provided therein, as presented, is hereby approved.

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

V. Consent Items

Mr. Gessing 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 indicated their intent to consider all Consent Items separately.

a. Approval of Minutes from the April 23, 2019 Meeting

Mr. Gessing provided a brief review of the minutes. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, the minutes from the April 23, 2019 meeting, as presented, is hereby approved.

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

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

At the Governing Council's request, Ms. DeGross provided a brief review of the revisions to the handbook. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, the revision(s) to the 2018-2019 School Year State Specific School Handbook: Student and Staff Communication, as presented, is hereby approved.

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

c. Approval of Governing Council President as Governing Council Designee to Approve Summer Staffing Decisions for the 2019-2020 School Year

Mr. Gessing briefly reviewed the Governing Council Designee for summer staffing decisions. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, the Governing Council President as Governing Council Designee to approve summer staffing decisions for the 2019-2020 school year, as presented, is hereby approved.

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

d. Approval of Staff Compensation Plan and Teacher Salary Schedule for the 2019-2020 School Year

Mr. Gessing and Ms. Lucero briefly reviewed the Staff Compensation Plan and Teacher Salary Schedule. Ms. Lucero advised of state mandated salary minimums. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Ms. Armstrong as follows:

RESOLVED, the Staff Compensation Plan and Teacher Salary Schedule for the 2019-2020 School Year, as presented, is hereby approved.

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

e. Approval of Federal Title Funding Documentation: IDEA Application

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

RESOLVED, the Federal Title Funding Documentation: IDEA Application, as presented, is hereby approved.

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

VI. Action Items

There were no action items at this item.

VII. Information Items

Mr. Gessing advised of his limited time to conclude the meeting. At the Governing Council's request, all Information Items were moved for discussion at the next meeting. Additionally, Governing Council members discussed the necessity of an additional meeting for the consideration of Title funding applications. Governing Council members advised that a meeting would be held on Friday, May 31, 2019 at 12:00 p.m. at the school location.

a. Legislative Update

This item was not discussed.

b. Update on Gross Receipt Tax

This item was not discussed.

c. Update on School Facility Lease

This item was not discussed.

d. Partner School Leadership Team (PSLT) Update

This item was not discussed.

i. Planning for School Leader Performance Review

This item was not discussed.

ii. School Leadership Team Update

This item was not discussed.

e. Governing Council Planning for the 2019-2020 School Year: Governing Council Composition

This item was not discussed.

f. Virtual Attendance Meeting Discussion

This item was not discussed.

VIII. Adjournment and Confirmation of Next Meeting - Friday, May 31, 2019 at 12:00 p.m. MT

Mr. Gessing noted that the Governing Council was at the end of its agenda and that the next meeting is scheduled to be held on Friday, May 31, 2019 at 12:00 p.m. MT. At 9:58 a.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. May 28, 2019 Governing Council Regular Meeting, as discussed, is hereby approved.

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