

Governing Council

Kyla Anderson,  
President

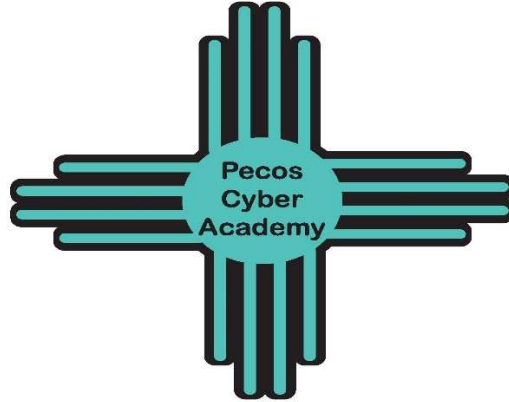
Byron Taylor,  
Vice President

Denise Smythe,  
Secretary/Treasurer

Brandy Tillian,  
Member

Monica Arguello,  
Member

Si Trujillo  
Member



Executive  
Director  
Dr. Kim Hite-Pope

Title IX Coordinator

Kelley Fontanilla  
Pecos Cyber Academy  
1841 Old US Rte.66 Ste. B  
Edgewood, NM 87105  
505-886-3900

All complaints regarding sexual harassment and  
Title IX issues. Must be filed with the coordinator.

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**Pecos Cyber Academy (PCA)**

**BOARD MEETING**

**Minutes**

Pursuant to the New Mexico Open and Public Meeting Laws, notice is hereby given to the members of the PCA Board and the general public that the PCA Board will hold a meeting open to the public on:

**Date and Time:**

March 19, 2024 at 6:00 p.m.

<https://zoom.us/j/98903541950?pwd=YzIOaFkwRmpoSFB5MUlrS1gvckFpdz09>

Meeting ID: 989 0354 1950 Passcode: 639279

One tap mobile  
[+16699009128](tel:+16699009128),,98903541950#,,,,\*639279# US (San Jose)  
[+17193594580](tel:+17193594580),,98903541950#,,,,\*639279# US Held via teleconference.

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Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair.

Reasonable efforts will be made to assist and accommodate persons with a disability. Please contact Dr. Kim Hite-Pope, EdD at 505-609-8197.

### AGENDA

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to the Board. Individuals who wish to address the Board telephonically must contact the School Principal by phone or by email at least twenty-four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty-four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentation shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair. To view the Board Public Comment Policy, visit the school's "Our School Board" page at [www.pecosca.us](http://www.pecosca.us)

I. Public Comment – none

II. Call to Order 6:03 p.m.

Roll Call—member in attendance *Byron Taylor, Denise Smythe, Si Trujillo, Monica Arguello, Brandi Tillian. Kyla Anderson joined later at 6:08 p.m.*

*Others in Attendance-Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Finance Manger), June Boles (High School Principal), Robbi Coker (Special Education Coordinator), Kelley Fontanilla (Elementary Principal), Edith Hills (High School Dean of Students), Greg Aguilar (Middle School Counselor & Equity Manager), Justin Malano (Bi-Lingual Coordinator), Gretchen Potter (Mental Health Counselor), Samanta Gonzales (Director of Compliance for DMH Law), Allyce Vasquez (Marketing), Dan Hill (Attorney), and Amy Begay (Registrar & Attendance)*

### III. Routine Business

- a. Approval of Agenda- *Motion to approve the Agenda by Si Trujillo; 2<sup>nd</sup> by Monica Arguello. Motion approved unanimously.*

### IV. Oral Reports---Academic Framework

- a. School Leader's Report-Dr. Hite-Pope
  - Charter School Division SY 2223 Report-*all Board members should have received and email with the results of this report. The Public Education Committee (PEC) accepted the results and we received a letter reflecting that. We received a rating of satisfactory. We have received a Draft of the Report from the February 5, 2024 visit. The condition we have from the PEC is still being worked on the we are making progress.*
  - Digital Learning and Annual Conference (DLAC) presentation by June Boles-*the administration team spent about 10-12 hours total on our road trip to the conference. And we did of collaboration. The conference had a great Key Note Speaker who made us laugh and enjoy ourselves. There many, many breakout sessions. June stated she was interested in the Artificial Intelligence.*
  - *We met with other online Charter Schools such as the Oregon Charter School, and others and exchanged ideas and information. Many of the schools were interested in how we complete some of Special Education requirements.*
- b. High School Principal Report-June Boles *We currently have 859 High School Students, and still growing. Next year we plan to be adding more teachers and the Career, Technology Education pathways available. We now have one High School Counselor for each grade. And we are working hard on the Next Step Plans for each student.*
- c. Middle School Principal Report-Greg Aguilar *Middle School has 550 students. We will be piloting a Virtual Classroom for Stride soon. The Next Step Plans for the 8<sup>th</sup> grade will start in April. During our testing window some Live Lessons will be cancelled as teachers will be out helping.*
- d. Elementary Principal Report-Kelley Fontanilla *we have 463 students currently. Author Amanda Jared kicked off our Reading Across America New Mexico for us. Our goal is 2000 books and as of today we have reached 500 books. The students are still deciding what I will kiss this year but so far suggestions have been a centipede, bunny, and a horse. At the DLAC convention it was great to be surrounded by other educators who understood our language. Many brick and mortar teachers or staff do not understand what we do or how we do it. We found out the Oregon Charter School was a Pearson school but now they have their own curriculum. Which is awesome.*
- e. Special Education Director Report-Robbi Coker *I have been leading our staff book student and is going really well. We have completed 370 Individual Education Plans (IEP) we currently have less than 25 left for this school year. Our Request for Proposal (RFP) for Ancillary services is going well. And we have all our state testing accommodations entered for state testing. And for alternative testing for those students who need it. Monica Arguello asked if any students have tested out of an IEP? Robbi stated that less than 5 have done so.*
- f. Academic Counselor Report- (see above for High School)
- g. Mental Health Therapist Report-Gretchen Potter *currently I have been helping with state testing in Farmington. Students I see are both general education and special education. I currently have a case load of 47 students that I meet with during regular school hours.*

- h. Marketing-Allyce Vasquez *we are still putting out our Culturally, Linguistic Responsiveness on all of our social media accounts. Business cards are finally in for our administrative team and will be either mailed out or given to them when they come to the office to pick up computers. Staff shirts being ordered for new staff. And we wanted the Board to know they can get a polo staff shirt as well just email me your preferred size. We are currently looking into different available colors for the shirts as well.*
- i. Equity Council- Greg Aguilar *not much happening currently. I did put out information to the student body for any students interested in joining the Council. I got a response of about 20 students, which surprised me. The council will meet in May.*
- j. Assessments-Kelley Fontanilla *We are in full swing, SAT and Science testing for the 11<sup>th</sup> grade is first. We have had some long nights printing and packing items for 30 plus testing sites across the state. And prepped 600 Chromebooks for testing. We have 211 11<sup>th</sup> graders to test and 790 other students to test across the state.*
- k. Bi-Lingual- Justin Malano *Access testing was in March and with the help for Kelley Fontanilla and Kelli Loudermilk we tested 169 students. 44 students either tested out of the program or opted out of testing. And we have no new students enrolled yet that qualify for this testing.*

**I. Financial Report--- Financial Framework**

- i. Bank Reconciliation-February *no variances. Our enrollment team has been helping to contact families for the Internet subsidy checks that are still outstanding and updating families contact information so we can get these cleared. Si Trujillo asked about the interest on the checking account and if we have established we do get that. Gloria stated that she has a meeting with the Bank manager upcoming.*
- ii. Consolidated Board Report- February *on track for budget*
- iii. Recommendation of Financial Items for Board Approval from the Finance Committee
- iv. Pearson Invoice 25021152 (discussion/vote)  
Motion to approve the Pearson Invoice 25021152 by Si Trujillo, 2<sup>nd</sup> by Byron Taylor.  
Approved unanimously.

V. Consent Items: The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

- a. Minutes from the February 20, 2024 meeting (discussion/vote)
- b. Minutes from the March 5, 2024 meeting (discussion/vote)

Motion to approve the minutes for February 20, 2024 and March 5, 2024 by Byron Taylor, 2<sup>nd</sup> by Brandy Tillian. Motion approved unanimously.

**VI. Action Items**

- a. School Leader Evaluation (discussion/vote) Kyla Anderson *this item was from November, and we need to get something in place. Dr. Kim Hite-Pope added that this document will soon be required by the Public Education of Charter schools. And getting used to doing it now will benefit the school later. A review of the document will be done and this will be tabled for now.*

VII. Information Items

- a. Spring Break was March 11-15.
- b. New Mexico Association of School Business Officials (NMASBO) conference March 19-22.
- c. Administrative Team Testing/Computer Support March 24-29

VIII. 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.

*Kyla Anderson, Byron Taylor, Denise Smythe, Si Trujillo, Brandy Tillian and Monica Arguello went to Executive session at 7:02 p.m. Kyla Anderson invited Dan Hill, Gloria Lopez, and Dr. Kim Hite-Pope to the session.*

*Return to regular session at 7:39 p.m. Roll Call that no action took place and only discussion was held.*

*Byron Taylor-yeah*

*Brandi Tillian- yeah*

*Si Trujillo-yeah*

*Monica Arguello-yeah*

*Denise Smythe-yeah*

*Kyla Anderson -yeah*

VIII. Statement of Closure

- X. Adjournment 7:41 p.m.

Confirmation of Next Meeting Date April 16, 2024 –at 6:00 p.m.