



**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:

Tuesday, April 19, at 6:00 p.m.

<https://zoom.us/j/97941653860?pwd=Mzk5bGZvR0ZPN25TNG9hWGJOamE2QT09>

**Held via teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic and held at the following location:**

23 Half Moon Road
Edgewood, NM 87015

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 575-236-4005.

AGENDA

I. Public Comment – K. Anderson

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

II. Call to Order and Roll Call – K. Anderson

Board Members present in person Brandy Tillian, Jennifer Sears, and Candi Borreco.
Members on via Zoom Vivian Cullen and Kayla Anderson.

Others in Attendance: Lorraine Nobes (Enrollment Specialist), Freda Daugherty (High School Principal), Kelley Fontanilla (Elementary Principal), Kelli Loudermilk (Middle School Principal), Gloria Lopez (Financial Manager), Dr. Kim Hite-Pope (Executive Director), Kimber Sanchez (Technical Advisor), Virginia Romero (Enrollment Specialist), Greg Aguilar (Equity Council Lead) Karen Kaufman (Lead School Counselor), M. McFarland (Teacher), Dan Hill (PCA Attorney), Amanda Shaner (Teacher) and Amy Begay (Attendance Coordinator). Katherine Sandoval Deputy Secretary of Education.

III. Routine Business – K. Anderson

- a. Approval of Agenda- *Agenda Amended Extended Learning Presentation K. Sandoval Deputy of Education the Extended Learning options for the coming school year. First, then the Calendar, and then the School Leaders Report.*

RESOLVED: The Agenda was approved with Changes.

VI. Action Items

- a. Extended Learning (Discussion/Vote)- *Ms. Sandoval, presented the K-12 plus option and the K-5 plus option. And some of the requirements of each. And answered questions about each option. Discussion about difficulty of Extended options on teachers. Was a survey sent out to staff regarding the extended learning? Jennifer Sears. No. Time to send one out? No. Some input by Teachers in the meeting.*

RESOLVED: The Extended Learning for the SY 2022-23 was not approved. Unanimously.

- b. SY 22-23 Calendar (Discussion/Vote)- *Calendar looked fine, the start date for staff was Amended to July 25. Calendar need no other amendments.*

RESOLVED: Calendar approved. Motion passed unanimously.

IV. Oral Reports

- a. School Leader's Report-K. Hite-Pope- *No new items to report all things good.*
- b. Financial Report – G. Lopez *Asked if there were any questions about the notes sent to the Board from the Finance/Audit Meeting. No questions.*
 - i. Bank Reconciliation March (attached)
 - ii. Consolidated Board Report
 - iii. Recommendation of Financial Items for Board Approval from the Finance Committee
 - a. Request for Blanket Approval of Budget Adjustment Requests (BARS) with Board Member Treasury Approval

RESOLVED: The Budget Adjustments Requests if approved by a Finance Committee member, is Approved. Motion passed Unanimously.

b. BAR 020-005-2122-0018-I Operational

RESOLVED: BAR approved. Motion passed 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. Approval of Minutes from the March 15, 2022, Meeting (attached) –*Kayla Anderson stated Minutes for March had been overlooked and that they need to vote on it. No changes Needed.*

RESOLVED: Minutes Approved. Motion passed unanimously.

VI. Action Items

- a. Extended Learning (Discussion/Vote)-*moved to the first item on the agenda.*
- b. Allow School Executive Director to submit IDEA-B Title I application and any other Federal Funding Applications needed before July 1, 2022. And to allow School Executive Director and Board President to sign those applications for submittal with Board Approval (Discussion/Vote)-*This is so the necessary applications can be completed and sent in a timely manner, necessary for Funding needed for the next SY Budget, without needing to get the Board Approval.*

RESOLVED: Signature and Submittal for applications approved. Motion passed unanimously.

- c. Consider Approval of Pecos Cyber Academy Special Education Procedures (Discussion/Vote) *Daelena Potter Special Ed Director explained the document to the Board. Jennifer Sears and Vivian Cullen asked about access to the document access to all individuals who request it. Electronically and hard copy can be available upon request that can be made from the Pecos Cyber Academy Website.*

RESOLVED: Procedures adopted and approved. Motion passed unanimously.

- d. Equity Council proposal for Attendance Clause for Cultural Activity (Discussion/Vote) *Greg Aguilar addressed the Board about amending the Student Handbook to include information for families regarding attendance and Cultural days that can be excused with prior notice for any families who request it.*

RESOLVED: Attendance Clause to be added to Handbook approved. Motion passed unanimously.

- e. Equity Council add to Student Handbook (Discussion/Note)- *Greg Aguilar explained that no real section of the Student Handbook addresses the Equity Council for the School and what it does. Contact information also to be added. Vivian Cullen asked if there could be a general way to reach Equity Council Facilitator through website or staff? A link will be established on the website and all staff will be informed of the staff member who holds this title.*

RESOLVED: Equity Council to be added to Student Handbook approved. Motion passed Unanimously.

- f. Schedule Changes/Withdrawal Pass (WP)/Withdrawal Fail (WF) Procedures Policy (Discussion/Vote)- *Karen Kaufman lead Counselor started to explain about this Policy change.*

RESOVED: Schedule Change Approved. Motion passed unanimously.

- g. High School Equivalency Credential Policy (Discussion/Vote)-Tabled
- h. High School Dual Credit Policy Change-Student Handbook (Discussion/Vote) Tabled
- i. PCA Policy Addition/Change Student Schedule (Discussion/Vote) Tabled
Dan Hill suggested these be sent to him for review.

RESOLVED: Items Polices High School Equivalency, High School Dual Credit and Policy Addition Change to be reviewed by School Lawyer. Motion passed unanimously.

VII. Information Items

- a. Overview of Assessments-*Kimber Sanchez explained that testing was in progress and going well. Jennifer asked how student doing in person. Kimber explained some anxious as well as parents and that traveling for some is hard with the expense of extra gas needed. Vivian asked about Remote Testing. Kimber explained that it is possible, but the Public Education Department is not rolling it out or is reluctant to do so.*
- b. Equity Council Update-*Greg Aguilar talked about last meeting and that it went well. That the next step is to go over the State Equity toolkit and work on it. Jennifer asked what it is, and he explained it is just a Toolkit available for Equity Purposes for the schools and that he also has a state assigned Equity Contact at the State and discuss ways address Equity needs and the toolkit helps with that.*
- c. Night School/GED Program-*no update*
- d. SY 22-23 Pecos Cyber Academy Lottery *Lorrain Nobes presented and initiated the Pecos 2022/2023 School Lottery. 53 students were in the lottery, and all were accepted. All families meeting were pleased.*
- e. Request for Proposal (RFP) for Middle School Curriculum *no update*
- f. FY22 three percent one-quarter salary **increase to all** public-school employee appropriated per Laws 2022, Chapter 54, House Bill 2, Section 8, Item A (6). Distribution before 7/1/2022. *Gloria Lopez explained that this item is being addressed by Pecos Cyber Academy this end of school year and employees will get their increment increase by June 20, 2022. That Pecos elected to release the funds this school year rather than next school year. And that increases for staff that is required will start at the next School year.*

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: **School Leader Contract SY 22-23**
This item was amended on Agenda to next month May 9, 2022

VIII. Adjournment: 7:40 pm

Confirmation of Next Meeting Date – Tuesday, May 9, 2022, at 5:00 p.m.