



**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, October 18, 2022, at 5:30 p.m.

<https://zoom.us/j/96789388084?pwd=N2VaQUhucFY5TVdxcHNrVHIMVjZCZz09>

Meeting ID: 967 8938 8084

Passcode: 810612

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**Held via teleconference due to State Precautions regarding Public Health and Safety  
During COVID-19 Pandemic:**

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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 575-236-4005.

**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 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 – K. Anderson

Sunni Osborn (parent)- *I represent the rural and ranch families who are concerned with the direction Pecos is going. It seems to becoming more like a Brick-and-Mortar school, and if we wanted our students to attend such, we would have enrolled them locally. We enjoyed Connections because it was flexible for our students. And the seemingly last-minute announcement of permanent zeros really threw everyone. I have withdrawn my students, which was a very hard decision for us as we had been with the school for a good while. I just wanted to speak to the Board about this, thank you.*

II. Call to Order: 5:36 pm

Roll Call- *Kyla Anderson, Vivian Cullen, Brandi Tilliman and Denise Smythe.*

Not in Attendance- *Lorissa Marshall*

III. Routine Business – K. Anderson

a. Approval of Agenda

RESOLVED: The Agenda was approved. Motion passed unanimously.

IV. Oral Reports

a. School Leader's Report-K. Hite-Pope

- *New Hire Office personnel Sylvia Bryan who has many years of experience*
- *We are currently gathering 40-day data, and we are holding steady with our enrollment*
- *We are a school of choice and no longer a Pearson entity, we are discovering a much lower WD rate than previous years.*

b. High School Principal Report-June Boles

- *We have just completed the first 9 weeks of school, and Homeroom teachers will be monitoring student grades until the end of the semester.*
- *Homeroom teachers will schedule a meeting for any students failing 2 or more classes, so we can discuss more supports for the student.*
- *We are trying to help students to create a timeline so when December comes, they are 40 or more lessons behind and must catch up.*
- *We have eliminated the Book-Me links as we find we can provide more in an Intervention session to the students.*
- *Currently our enrollment for High School seems to be at a steady rate.*
- *As for the temporary and permanent zeros, we felt students would get a more meaningful education and instruction on lessons, in a timely manner so they can do what needs to be done.*

Denise Smythe how was the temporary and permanent zeros communicated to families?

June Boles- *The year before the students were not learning and had no timeline. We would like students to be working in school 6 hours a day. We want students to have a quality education, not skip lessons for them to stay on track. We have been communicating was via Webmail, homeroom,*

*and student check-ins about permanent zeros being entered for students. All students have 3 weeks to complete lessons by the due dates, then the zeros become permanent. And if student has an excused absence, they are allowed time to make up the lessons.*

c. Middle School Principal Report- Kelli Loudermilk

- *To pick up where Mrs. Boles left off, regarding Middle School, to prepare students for High School, middle school student must now realize there are due dates for lessons.*
- *Units for students are opened 2 weeks before the due date, and kept open 2 weeks after the Unit test due date, to allow students to complete the Unit*
- *Temporary zeros are entered daily for all students, so they have a real time look at their grades.*
- *Previous years if the student got behind, they usually stayed behind and become discouraged with trying to catch up.*
- *Middle School is currently looking at maybe, having an Amnesty week. In which students will have the chance to get caught up or complete Unit tests. This will be communicated out in their Advisory class, the Message Board, and during phone calls during check-ins.*
- *We have had a slight rise in enrollment and gain 10 more students since school started.*
- *We have had 2 teachers resign, hired a Math 8 teacher who starts next week and still looking for an English Language Arts teacher and Special Education teacher.*

d. Elementary Principal Report- Kelley Fontanilla

- *Elementary school enrollment has been steady, we are not having to on-board new students daily like when Pearson was running the enrollment process. So, this has allowed our teachers to put much more focus on our current student body.*
- *Elementary has always entered temporary zeros, every Friday teachers go in and check anything overdue two weeks gets a temporary zero.*
- *Teachers are focusing on students who need interventions and working daily with the kids to get them up to grade level.*
- *We are getting ready for our next Family Funday, this Friday will be Math Funday, we will have games and strategies we will share.*
- *Last month was reading and the families seemed very happy with the resources sent out to them for their students.*
- *The Dyslexia screening was completed for 40-day for all 1<sup>st</sup> graders.*
- *I-station was 98% completed, some incoming students missed the test date.*
- *First grade 37% of students are at grade level and Second grade 36% are at grade level, so we have a lot of work to do to get them up to grade.*

e. Special Education Director Report-Daelena Potter

- *Good things happening in Special Education, we had 2<sup>nd</sup> parents' night. The purpose of parents' night is to guide them, support them and help them with different tips on how to be their students' learning coach.*
- *Sometimes our students' need intensive support and need someone next to them to provide that. So, we really want our parents to have the tools and ideas to do this and sometimes to just give the parents'/learning coached a pat on the back.*
- *The Special Education office team physically went to the Office in Edgewood and worked on the Special Education files for two days, getting them all up to date. So now that we have an Office person, they can help keep them up to date and we will not have to go again.*

- *We are currently looking at adding different classes, to provide some needed learning needs for some of our students. To do this we will be looking at our Infrastructure to see how to make this happen.*
  - *These added classes may help with the different levels and abilities of our students where they may need support.*
  - *In our Individual Education Plan (IEP) meetings we hear what is needed specifically for that student, so we need to support that. For the individual. Not just the system.*
- f. Academic Counselors Report-Lead Counselor - *none currently.*
- g. Counseling-Mental Health Report-Gretchen Potter
- *I continue to provide support and presenting at events when requested. For example, at the Special education meeting recently, I provided tips for parents for their student and their mental health as well.*
  - *I have been attending staff meetings, so staff can see me and ask questions about when or how to refer a student to me.*
  - *And of course, I remind them, they can ask me questions anytime they need to.*
- h. Wellness Ambassador Hope Encinias
- *Hello, I am the wellness ambassador to the Pecos Staff, and I am excited to provide tips and resources to them all to promote health and wellness.*
  - *So far, we have some staff participating in the Walkathon this month October*
  - *I have also sent out recipes and shared cooking classes with the staff.*
  - *I am Formally Inviting the Board to the Graduation Ceremony on May 20<sup>th</sup>. More information will be provided once a venue is secured.*
- i. Financial Report – G. Lopez
- i. Bank Reconciliation-September (attached)
- ii. Consolidated Board Report- September  
*No questions requested.*
- iii. Recommendation of Financial Items for Board Approval from the Finance Committee
- Pearson Invoice 19934419 (discussion and vote)
- RESOLVED: Pearson Invoice approved. Motion passed unanimously.
- iv. Update on State Audit SY 21-22
- *The Audit is ongoing and some more documents have been requested but I have not received any follow up questions or request from the auditors. Hopefully, they will have the audit completed soon.*

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 Meeting on September 20, 2022 (attached)

RESOLED: The Minutes of September 20, 2022, was approved. Motion passed unanimously.

#### VI. Action Items

- a. Pecos Cyber Academy Governing Council Updated-Bylaws (discussion/vote)
  - *Dr. Hite-Pope informed the Board that the By-laws were last updated in 2015, and since the status of the school has changed to a State Charter School, the By-laws need to reflect that change and be updated.*

*No discussion.*

RESOLVED: The Pecos Cyber Academy By-laws were approved. Motion passed unanimously.

- b. Pecos Cyber Academy Teacher Residence Status (discussion/vote)
  - *Dr. Hite-Pope stated it was researched and that other Districts and Charter Schools do employ teachers from surrounding states like Arizona, and Colorado, we would like to update the current item in the Employee Handbook.*

Denise Smythe asked how this would work when testing comes up in the Spring? Is it not usually all teachers on board to test?

Vivian Cullen asked what about the Virtual Testing at the state, what have we heard about that?

Dr. Hite-Pope answered that out state teachers would support testing by calling families about where and when to test or they could substitute for teachers who our testing.

As for Virtual Testing, we have not heard anything and have sent another request to the state about it.

RESOLVED: The Teacher Residence State was approved. The motion passed unanimously.

#### VII. Information Items

- a. Equity Council Update-Dr. Hite-Pope
  - *Greg Aguilar could not attend but gave the update that Pecos Cyber Academy is aligned with the Cultural Linguistic Responsive mandate*
- b. Assessments Update- Kelli Loudermilk
  - *As stated earlier I-Station tested at 98% complete.*
  - *This data will greatly help with instruction*
  - *On October 28 Security Test Training will be conducted and this year we will use the Canvas training which was released by New Mexico State Public Education Department (NMPED). This training is completed by staff twice a year.*
- c. Bi-lingual update-none

VIII. Statement of Closure- Dr. Hite-Pope

*This concludes our Board meeting today, thank you all for your input.*

IX. Adjournment- *6:17 p.m.*

Confirmation of Next Meeting Date – Tuesday, November 15, 2022, at 5:30 p.m.