



**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, December 14, 2021 at 5:00 p.m.

<https://zoom.us/j/92022835818?pwd=MVJqbnJNYkVGeW1WSm9VMlF6SU01dz09>

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

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 – V. Cullen

Ms. Cullen called the meeting to order at 5:02 p.m. The meeting was open to the public and held via Zoom Conference Platform, due to the state precautions regarding public health and safety during the COVID-19 Pandemic.

Board Members Present: Jennifer Sears, Denise Smythe, Vivan Cullen, and Kyla Anderson (via zoom video conference and phone).

Board Members Absent: Brandy Tilliman

Guests Present: Dr. Kim Hite-Pope (School Leader); Gloria Lopez (Business Manager); Kelley Fontanilla (Elementary Principal- Multi-Layered System of Supports (MLSS Coordinator); Lorraine Nobes (STARS Coordinator); Daelena Potter (Special Education Director); Freda Daugherty (High School Principal and EL Coordinator); Amanda Shaner (Middle School Teacher); Angela Cano (Middle School Teacher); Kelly Martin (Teacher); Amy Begay (Attendance Coordinator-Board Meeting Liaison); and join later Charter School Attorney Dan Hill; Kelli Loudermilk (Middle School Principal, Testing Coordinator). All attendees via phone or Zoom video conference.

III. Routine Business – V. Cullen

- a. Approval of Agenda- no corrections or additions.

RESOLVED, that the Agenda was approved as is.

IV. Oral Reports

- a. School Leader's Report-K. Hite-Pope
 - On December 9 the Public Education Committee (PEC) approved Pecos Cyber Academy's Charter for the next 5 years, but need to incorporate a culturally, and linguistically(CLR) responsive curriculum, before Contract Negotiations in the Spring, 2022
 - Trainings for CLR through Apex have already been planned during the Professional Development to be held on January 3, 2022. With trainings taking place once a month thru the end of May 2022
 - The Administrative team will meet December 16, to discuss the CLR plan and to try and have it ready to present to the PEC by the end of January 2022.

Ms. Cullen asked if the Board might need to adapt a policy in regards to the CLR plan. At this time, it is not needed.
- b. Financial Report – G. Lopez
 - i. Bank Reconciliation November (attached)
 - No Variances and balanced
 - ii. Consolidated Board Report
 - Ms. Lopez presented the Consolidated Report, Discussed the Operation Fund, IDEA B fund, The Carl D. Perkins; Go Bond Library funding; and the other STATE Allocations of grants and Property

- iii. Recommendation of Financial Items for Board Approval from the Finance Committee
BAR
 - The BAR presented was a Virtual presentation of the BAR that needs to be approved on December 15, 2021. The items listed are to be voted to be approved by the Carlsbad Municipal School District Board at their own meeting taking place at the same time, December 14, 2021 at 5 pm. The BAR is in regard to funds awarded to Pecos Cyber Academy for Providing Statewide Access to Courses in the Virtual Environment to Support Families and Local Education Agencies. This BAR must be submitted for these Funds must be submitted by End of Day December 15, 2021.
 - Ms. Lopez requested the Board members to approve this Virtual BAR at this time so that it Can be submitted on December 15; provided that is was approved by the Carlsbad Municipal School Board on December 14. Ms. Lopez also asked that a Board member be assigned to approve the BAR on December 15.

Ms. Anderson made the motion to approve the Virtual BAR and to have a board member to approve the BAR on December 15. Ms. Smythe seconded.

RESOLVED: BAR virtual is approved to be approved and submitted on December 15

Ms. Smythe made the motion to assign a Board member, Ms. Anderson to approve the BAR when ready to submit. Ms. Sears seconded.

RESOLVED: Ms. Anderson has been assigned to approve the BAR when ready to submit on December 15 2021.

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 November 18, 2021 Special Meeting (attached)
 - Ms. Cullen asked if there any correction or additions needed to the minutes. None.

RESOLVED: The Minutes of November 18, 2021 were approved.

VI. Action Items

- a. Discussion on the outcome of the meeting held on December 9, 2021 with the Public Education Commission.
 - This was already discussed during the Director's Report. (see above)
- b. Discussion – Action of the Black Education Act language update to the Student Handbook
 - This item was discussed and approved during the November 16, 2021 Board meeting.
 - An adjustment was required and then approved by Dr. Bannerman, no additions or edits needed. Was already approved and will be added to the Student Handbook.
- c. The outcome of the Public Education Commission- This was already discussed in Dr. Hite-Pope's Report (see above)
- d. Personal Cell Phone Policy/Stipend (tabled from last meeting)

-Ms. Lopez stated that the outline of the policy is ready there is just some additional information needed. Such as how much of a stipend, available to all staff (?), and determine how many staff actually use their personal phone for work.

Ms. Cullen stated that this item for next meeting needs to be moved to Consent items and hopefully will be voted on at the next meeting.

VII. Information Items- none

VIII. Adjournment was at 5:30 pm

Confirmation of Next Meeting Date – Tuesday, January 18, 2022 at 5:00 p.m.