



**Pecos Cyber Academy (PCA)
SPECIAL 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, May 2, 2023, at 5:30 p.m.

<https://zoom.us/j/91710543349?pwd=L29qeXowbUVGRXpsZzJsVzZrbklzQT09>

Meeting ID: 967 8938 8084

Passcode: 810612

One tap mobile

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Held via teleconference due to location of Board Members and Staff as well as individual work schedules.

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 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

I. Public Comment – *none*

II. Call to Order: 5:34 pm

Roll Call – *Denise Smythe, Brandi Tillian, Lorissa Marshall left the meeting at 6:15 p.m.*

Kyla Anderson joined at 5:42 p.m.

Others in attendance: *Gloria Lopez (Finance Manager), Dan Hill (Attorney), Dr. Kim Hite-Pope, Daelena Potter (Special Education Director), June Boles (High School Principal), Angie Price (Teacher), Whitney Polosky (Teacher), Jolene Vasquez (Elementary Counselor), Silvia Bryan (Office Secretary), Kelley Fontanilla (Elementary Principal), Gail Humphrey (Teacher), Aniesa Trujillo (High School Counselor), Mia Trujillo (Teacher), Jennifer Rose (Teacher), Peter Limardo (Teacher), Alisa Vandevender (Teacher), Robbi Coker (Special Education), Dana McBee (Teacher), Hope Encinias (Teacher), Kellie Cobos (Teacher), Tracy Gorby (Teacher), Courtney Miranda (Teacher), Sarina Paul (Teacher), Greg Aguilar (Middle School Counselor), Brandi Cox (Teacher), Kellie Loudermilk (Middle School Principal), and Amy Begay (Attendance)*

III. Routine Business

a. Approval of Agenda

RESOLVED: The Agenda was approved. The motion passed unanimously.

a. Financial Report – G. Lopez

- i. Recommendation of Financial Items for Board Approval from the Finance Committee
- Pearson Invoice 216647556
 - Stride Invoice

RESOLVED: The Pearson Invoice and the Stride invoice was approved. The motion passed unanimously.

- BAR 584-000-2223-0009-I
- BAR 584-000-2223-0010-T
- BAR 584-000-2223-0011-IB

RESOLVED: BAR 0009-I, BAR 0010-T and BAR 001-IB were approved. The motion passed unanimously.

IV. 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.

There were no items objected to or removed on the agenda

V. Action Items

- a. Approval of School Leader Contract SY 23-24 (discussion/action)-*Lorissa Marshall asked it this would be a yearly contract or a 3-year contract. Kayla Anderson stated it would be a 3-year contract with each year to discuss Salary. Lorissa asked if the contract would be based on a complaint filed. Dan Hill stated that, that is a separate issue and has no bearing on the contract being offered.*

RESOLVED: The 3-year contract was approved. The motion passed with 3 yeas, and 1 nay vote.

- b. SY23-24 Budget Approval due May 3, 2023 (discussion/action)-*Gloria Lopez presented the budget in a packet to the Board and also as a Power Point presentation listing the Operations SEG, Instruction, Support Services, Support Services Instruction, Support Services for the Governing Board, School Administration, Central Services, Operation for Building, Salary Increases, and Benefit increases.*

RESOLVED: The SY 2323 Budget was approved. The motion passed unanimously.

- c. SY23-24 Draft Calendar Approval for New Mexico Public Education Department (NMPED) (discussion/action)-*Gloria Lopez outlined the Calendar, noting Instructional Days, Staff days and Counselor days.*

RESOLVED: The Calendar for SY2324 was approved. The motion passed unanimously.

- d. Draft Teacher Salary Schedule Review (discussion/vote)
- e. Draft Counselor's Salary Schedule Review (discussion/vote)
- f. Draft Counselor's Calendar (discussion/vote)
- g. Ancillary Salary Schedule (discussion/vote)-*Gloria Lopez outlined the Salary Schedules for the Teachers, Counselors and Ancillary Schedules, all together. The Counselor Calendar was reviewed with the SY 2324 Calendar approval.*

RESOLVED: The Teacher Salary Schedule, Counselor Schedule, Ancillary Schedule, and Counselor Calendar was approved. Motion passed unanimously.

- h. Request for BAR blanket approval (vote)-*Gloria Lopez requested a Blanket Approval of BARS for the Ending of the School Year. Denise Smythe stated she would be happy to be the Board Member to review these BARS for approval.*

RESOLVED: BAR blanket approval for the end of the year items approved. The motion passed unanimously.

- i. Public Charter School of New Mexico Membership Invoice

RESOLVED: The New Mexico Charter School membership invoice was approved. The motion passed unanimously.

As a State Charter we are required to have a Vice President and 2 General Council members on the Finance and Audit Committee, and these must be in place in a timely manner.

- j. Vice President (discussion/vote)-*the previous Vice President resigned, and a new Vice President must be voted in. Kyla Anderson, Brandi Tillian and Denise Smythe all would like to nominate Byron Taylor as Vice President. However, he was not able to attend this meeting. So this will be tabled until Kyla and talk with Byron.*

- k. Finance and Audit Committee (discussion and vote)-*Dr. Kim Hite-Pope stated that the school must have two Board members on the Finance/Audit Committee. Denise Smythe stated that she will stay on the Committee. Kyla asked Brandi if she would be interested. Brandi stated that she would have to think about it. This has been tabled.*

Required Yearly Board Training

- I. Governing Council Board Yearly Training and Plan to complete before June 30, 2023 (discussion work session/vote)-*Dr. Kim Hite-Pope relayed that there are some members who have not completed the training for this year and wanted to discuss a plan with those members. It was decided that this would be completed by each individual by the June deadline. No vote taken.*
- m. Governing Council Board Yearly training SY2324 and Plan to complete (discussion work session/vote)-*Dr. Kim Hite-Pope would like the members to attend an in-person training session in July or August. The training would be paid for, and the members would be able to complete this in one day.*

RESOLVED: Governing Council Board Yearly training SY2324 was approved. The motion passed unanimously.

VI. Information Items

- a. Clerical Salary Schedule-*Gloria Lopez wanted the Board to know that Pecos Cyber Academy met with the Clerical staff to discuss a Salary Schedule for them.*

VII. Statement of Closure

VIII. Adjournment: 6:29 p.m.

Confirmation of Next Meeting Date – Tuesday, May 16 ,2023, at 5:30 p.m.