



**Pecos Cyber Academy (PCA)
BOARD 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 19, 2021 at 4:00 p.m.

**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 – K. Anderson

Ms. Anderson, via Zoom, called the meeting to order at 4:08 p.m. The meeting was open to the public and held via the Zoom conference platform, due to the state precautions regarding public health and safety during the COVID-19 Pandemic

Board Member Present: Jennifer Sears, Brandy Tilliman, and Denise Smythe (via zoom video conference)

Board Members Absent: Vivian Cullen

Guests Present: Dr. Kim Hite-Pope (School Leader); Gloria Lopez (Business Manager); Freda Daugherty (High School Principal-Bilingual Director); Kelli Loudermilk (Middle School Principal-Assessment Coordinator); Kelley Fontanilla (Elementary Principal- Multi-Layered System of Supports (MLSS Coordinator); Lorraine Nobes (STARS Coordinator); Amanda Shaner (Middle School Teacher); Lisa Todd (High School Teacher); Kelly Martin (Teacher); and Amy Begay (Attendance Coordinator- Board Meeting Liaison). All attendees via phone or Zoom video conference.

III. Routine Business – K. Anderson

a. Approval of Agenda

Ms. Anderson asked for a move to Approve the Agenda; Ms. Smythe made motion to approve the Agenda and Ms. Sears seconded. Ms. Anderson stated so moved.

RESOLVED, that the Agenda was approved by the Board, unanimously.

IV. Oral Reports

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

- Charter Renewal Division Review went well waiting to hear back.
- Next steps Nov. 11-12 Charter Renewal Division review
- Rebuttal due by November 25, from Pecos Cyber Academy
- Formal Recommendation December 1
- Public Education Commission December 8-10 unsure if face to face or Virtual
- Ms. Daugherty stated it was a positive experience
- Ms. Kelly Martin able to show school platform from a Parent and student view.
- Ms. Kelley Fontanilla was able to answer questions by showing the Demo Platform.
- Dr. Hite-Pope informed the Board when she has information from the Charter Renewal Division it will be shared with the Board.

b. Financial Report – G. Lopez

i. Bank Reconciliation (attached)

ii. Consolidated Board Report

Ms. Lopez present the Consolidated Board Report for the School Year 2021-22. Ms. Lopez discussed the Operational Fund, IDEA B fund, the Carl D. Perkins; the Go Bond Library funding and the other STATE Allocations of grants and property.

1. BAR 020-005-2122-006-IB

Ms. Lopez stated this is a Maintenance BAR for the Budget

2. Pearson Third Installment Invoice

Ms. Lopez present the third and last TRANSITION Services Invoice form Pearson. Ms. Lopez stated this invoice due November 15, 2021

iii. Recommendation of Financial Items for Board Approval from the Finance Committee

1. BAR 020-005-2122-006-IB Ms. Smythe made the motion to approve the BAR 020-005-2122-006-IB, Ms. Sears seconded.

RESOLVED: BAR 020-005-2122-006-IB as discussed, is hereby approved. The motion passed unanimously.

2. Pearson Third Installment Invoice - With no further discussion. Ms. Sears made the motion to approve the Pearson Installment, Ms. Smythe seconded.

RESOLVED: The Pearson Invoice is hereby approved. The 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 August 24, 2021 Meeting (attached) Ms. Smythe motioned to approve the Minutes from August 24, 2021; Ms. Tilliman seconded.
- b. Approval of Minutes from September 21, 2021 Meeting (attached) Ms. Smythe motioned to approve the Minutes from September 21, 2021; seconded by Ms. Tilliman.

RESOLVED: that the Minutes from August 24 and September 21, 2021 are approved. The motions passed unanimously.

VI. Action Items

- a. Personal Cell Phone Policy/Stipend: this policy was not ready yet, tabled to next Board Meeting.
- b. Update the Wellness Policy to Reflect name change to Pecos Cyber Academy: Ms. Smythe motioned to approve the name change to the policy; Ms. Sears seconded.

RESOLVED: the policy name change from Connections to Cyber was approved and motion was passed unanimously.

- c. Update Board of Directors Policy manual, replace Connections with Cyber: M. Sears motioned to name change in the Board of Directors Policy manual; Ms. Smythe seconded.

RESOLVED: the policy name change from Connections to Cyber was approved and motion was passed unanimously.

d. Adoption of Resolution- NM Year of Literacy

Ms. Sears wanted to know more. The Resolution from the Secretary of Education was presented to the Board. Motion to approve the Resolution by Ms. Smythe; seconded by Ms. Sears.

RESOLUTION: the motion to adopt the Resolution-Year of Literacy will be adopted by Pecos Cyber Academy and motion was approved unanimously.

- e. Search for a new Charter Lawyer-discussion Ms. Sears wanted to know why this may be needed. Dr. Hite-Pope explain since the school is trying to get renewed and it might be best to find a lawyer that specializes in Charter School Law. Dr. Hite-Pope said she need the Board approval before she could start a search for a lawyer. The item was tabled until the next Board meeting.

VII. Information Items-none

VIII. Adjournment and Confirmation of Next Meeting Date – Tuesday, November 16, 2021 at 4:00 p.m.

Adjournment was at 4:41 pm