

Governing Council

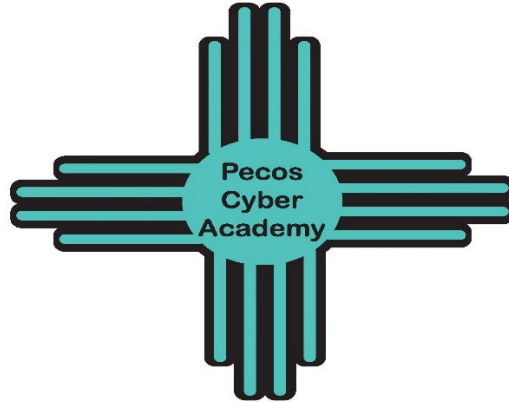
Kyla Anderson,
President

Byron Taylor,
Vice President

Monica Arguello,
Secretary/Treasurer

Si Trujillo,
Member

Justin Calder,
Member



Executive Director

Dr. Kim Hite-Pope

Title IX Coordinator

Kelley Fontanilla
Pecos Cyber Academy
1841 Old US Rte.66 Ste. B
Edgewood, NM 87105
505-886-3900

All complaints regarding sexual harassment and
Title IX issues. Must be filed with the coordinator.

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:

April 15, 2025 at 5:30 p.m.

<https://zoom.us/j/93893560104?pwd=aUxPWmtCOUdvNE4vUINDZ0tKNjVqUT09>

Meeting ID: 938 9356 0104

Passcode: 768211

One tap mobile

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(Tacoma)

Held via teleconference.

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 505-609-8197.

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 *5:35 p.m.*

Board Members in Attendance: *Sí Trujillo, Byron Taylor, and Kyla Anderson*

Others in Attendance: *Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Finance Director), June Boles (High School Principal), Kelli Loudermilk (Middle School Principal), Kelley Fontanilla (Elementary Principal), Daelena Potter (Special Education Director), Denise Yeary (Special Education Coordinator), Allyce Vasquez (Human Resources), Gretchen Potter (Mental Health), Justin Malano (Bi-Lingual), Gail Humphrey (Career, Technical and Education), Greg Aguilar (Equity Council), Robbi Coker (Assessment Coordinator), Angela Cano (Middle School Dean of Students), Monica Garcia (Middle Parent Liaison), Katy Winthrop, Kelci, Amy Begay (Registrar), and Dan Hill (Attorney)*

III. Routine Business – K. Anderson

- a. Approval of Agenda *Kyla Anderson stated the Agenda needs to be amended to remove the BAR referenced 584-000-2425-0019-I.*

Motion to approve the Agenda with the amendment of removing BAR 584-000-2425-0019-I by Sí Trujillo, 2nd by Byron Taylor. Motion approved unanimously.

IV. Written Reports---Academic Framework

- a. Executive Director's Report-Dr. Hite-Pope
- b. High School Principal Report- June Boles
- c. Middle School Principal Report-Kelli Loudermilk
- d. Elementary Principal Report-Kelley Fontanilla
- e. Special Education Director Report-Daelena Potter
- f. Mental Health Therapist Report- Gretchen Potter
- g. Equity Council-Greg Aguilar
- h. Assessments-Robbi Coker
- i. Bi-Lingual-Justin Malano
- j. Career and Technical Education (CTE)- Gail Humphrey

Dr. Kim Hite-Pope shared that she and Gloria Lopez were at the annual state budget meeting last week. And that the unit value per student is to be \$6,801.35 per student for SY2526. An increase of \$247.60. Currently we have 1911 students enrolled, 24 in process, and 27 coming on Board. And 133 seats have been offered for next year.

No Questions but Byron Taylor commented that the CTE accomplishment was great!

k. Financial Report--- Financial Framework

- i. Bank Reconciliation-March
- ii. Consolidated Board Report- March
- iii. Sweep Account March- and Sweep YTD
- iv. InBank March Statement

Gloria Lopez stated that all of these were covered in the Finance/Audit meeting and asked if there were any questions? There were none

- v. Recommendation of Financial Items for Board Approval from the Finance Committee
 - a. BAR 584-000-2425-0018-I *these funds were awarded from New Mexico State University for the New Mexico Technological Student Association.*
 - ~~b. BAR 584-000-2425-0019-I~~
 - c. Pearson Invoice 28433681 *Gloria Lopez stated that is \$482, 273.34 and is an invoice. Byron Taylor asked if that is an increase because of the number of students enrolled? Gloria Lopez stated yes.*
 - d. Public Charter Schools of New Mexico, Early Bird Membership Invoice *Gloria Lopez stated that this a yearly invoice. And that because of our enrollment numbers we have reached the cap for this at \$12,000.*
 - e. Global or Blanket approval to submit BARS for the end of the year finalization of the current budget *Gloria Lopez requested this approval, which is requested each year, to finalize the year end budget. To submit BARS. Sí Trujillo asked if the blanket approval was to not have negative line items and for maintenance lines? Gloria Lopez stated yes.*

Sí Trujillo motioned to approve BAR 584-000-242-0018-I, the Pearson Invoice, the Charter Schools invoice, and the Blanket approval to submit BARS for the year end finalization of the Budget, 2nd by Byron Taylor. 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. Minutes of March 11, 2025

Byron Taylor requested the typo of his first name be amended.

Motion to approve the minutes of March 11, 2025 with the amendment by Sí Trujillo, 2nd by Byron Taylor. Motion passed unanimously.

VI. Action Items

- a. GC Bylaws, what if the GC falls below a Quorum and what if the entire GC resigns (Discussion and possible vote) *Dr. Kim Hite-Pope stated that this is what action needs to take place if this happens. Dan Hill (Attorney) explains that a School Board in the state of New Mexico had resigned in its entirety and the school had no recourse. School Boards require a minimum of Five members these are the steps the school would take. So this is something that was proposed to the Public Charter School of New Mexico and they approved it. This will then be added to the Pecos Cyber Academy By-Laws.*

Motion to approve to add this to the Pecos Cyber Academy Board by-laws by Byron Taylor, 2nd by Sí Trujillo. Motion passed unanimously.

- b. Executive Director Yearly Evaluation Review and Finalized at 5/20/25 Governing Council Meeting in an Executive Session. Current contract ends 6/30/2026 with approved raise or not.(Discussion and possible vote). *Dr. Kim Hite-Pope reminded that Board that Monica Arguello and Byron Taylor had worked on this earlier in the year and this was the proposed Evaluation they produced. Byron asked if about the 1-5 on the form. Is 5 good or bad? Kyla Anderson stated 5 would be good. Kyla Anderson also stated that they would need to have it filled out and ready to discuss at the May 20, 2025 meeting, in a closed session.*

Motion to approve the Yearly Evaluation by Byron Taylor, 2nd by Sí Trujillo. Motion passed unanimously.

- c. Use of Sweep Account Funds (Discussion and possible vote) *Gloria Lopez shared the sweep account is at \$360,000. Byron Taylor asked how much the stipend was issued to the staff earlier. Gloria Lopez stated it was \$155,000. Sí Trujillo stated that he thought having a Team Building meeting of staff would be a good idea. Have them meet by building, do some professional development, and maybe have some fun. And maybe buy a school wide publication for the students for example the Wall Street Journal or something equivalent. Or maybe books for the Administration to read and use for professional development, such as "Buy Back Your Time" by Dan Martell. Or maybe something with Future Farmers of America. Kyla Anderson said that sending out another stipend and having a face-to-face meeting of the staff would be good for moral. Make it more desirable for them to stay and build a stable culture in the school. Sí Trujillo if funds were needed for Graduation? Gloria Lopez said no that the funds for that have already been encumbered. Byron Taylor asked where is Graduation this year? Gloria Lopez said the Rio Rancho Event Center. Gloria Lopez said the funds can be used for staff travel and hotel for the face-to-face professional development.*

Motion to approve to use the sweep funds for end of year employee stipend and a Face-to-face Professional Development by Byron Taylor, 2nd by Kyla Anderson. Motion passed with Byron Taylor yea, Kyla Anderson yea and Sí Trujillo abstaining from the vote.

- d. SY25/26 Budget due May 5, 2025 need Special Session May 1, 2025 (Discussion and possible vote) *Dr. Kim Hite-Pope stated that this special session is needed with PCA Budget due on May 5. Byron Taylor stated he would be traveling and might be able to attend by phone. Sí Trujillo also stated he would be traveling. Kyla Anderson stated she could not attend on May 2. Kyla Anderson asked if Gloria could have it ready by April 30th. Gloria Lopez stated she could. But both Byron Taylor and Sí Trujillo state they could not meet that day.*

Motion to approve the Special Session on May 1, 2025 at 5 p.m. by Byron Taylor 2nd by Sí Trujillo. Motion passed unanimously.

VII. Information Item

- a. SY24/25 Safety Plan Approved by NMPED (New Mexico Public Education Department) which is good for 3 years. *Dr. Kim Hite-Pope stated that our plan was approved and that is good for the next 3 years. And asked if there were any questions about it? There were none*
- b. In person back to school proposal *Kelley Fontanilla proposed a school wide Face-to-Face event in July 2025. Already quotes are coming in from different hotels and venues for our staff to meet. The biggest challenges coming for SY2526 for Pecos Cyber Academy is using CANVAS full-time and the Math Alignment needed. And for the Administrative Team training on the AED (Automated External Defibrillator), now a requirement. And our Special Education team will be needing to meet as well. We still have some planning to do and will bring back to the Board the specifics to be approved.*

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.

None

IX. Statement of Closure

X. Adjournment 6:22 p.m.

Confirmation of Next Meeting Special Session May 1, 2025 at 5 p.m.