

Governing Council

Kyla Anderson
President

Sí Trujillo
Vice President

Monica Arguello
Treasurer/Secretary

Justin Calder
Member

Arsenio Romero
Member



Executive Director

Dr. Kim Hite-Pope

Title IX Coordinator

Kelley Fontanilla

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:

<https://zoom.us/j/94082853524?pwd=djLEkTH1meglqG6oE94Aamcs0NOkQa.1>

Date And Time

December 16, 2025 at 5:30 p.m.

Meeting ID: 940 8285 3524 Passcode: 198703

Held via teleconference.

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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 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: *5:33 p.m.*

Roll Call-*Board Members in Attendance: Arsenio Romero, Monica Arguello, Justin Calder, and Kyla Anderson.*

Others in Attendance: Dr. Kim Hite-Pope(Executive Director), Gloria Lopez (Finance Manager), Bryan Coltrane (Special Education Director), Denise Yeary (Special Education Coordinator), Greg Aguilar (Director of Federal Programs), June Boles (Principal 8-12), Monica Garcia (Dean of students 8-12), Kate Gomez (FAST Gr. 12), Rick Bustos (FAST Gr. 11), Jeff Rhoades (FAST Gr. 10), Jon Orris (FAST Gr. 9), Gretchen Potter (Mental Health), Justin Malano (Bi-Lingual Coordinator), Patrick Kelly (Deputy Director of Finance), Shannon Woodrow (7th Grade Science Teacher), Melanie Bussiere (Government



And Literature Teacher), Grace Gianni (Middle School teacher), Angela Davenport (Middle School Special Education), Sarina Paul (Elementary Teacher), Ryal McMurry (Elementary Teacher), Dan Hill (Attorney), Kelci Pike (K12), and Amy Begay (Registrar).

III. Routine Business – K. Anderson

- a. Approval of Agenda *Motion to approve the Agenda by Arsenio Romero, 2nd by Monica Arguello. Motion passed unanimously.*

IV. Written Reports---Academic Framework

- a. Executive Director's Report-Dr. Hite-Pope
- b. High School Principal Report and FAST Team Report- June Boles
- c. K-7 Principal Report-Kelley Fontanilla
- d. Special Education Director Report-Bryan Coltrane
- e. Mental Health Therapist Report- Gretchen Potter
- f. Federal Program Director- Greg Aguilar
- g. Assessments-Kelli Loudermilk
- h. Bi-Lingual-Justin Malano

Dr. Kim-Hite-Pope asked if there were any questions about the reports? Monica Arguello wanted to know if we know the reasons why students come to our school credit deficient? Dr. Kim Hite-Pope stated that we are becoming known as a last chance school, as we offer credit recovery during day classes, and now at our night school, and Superintendents refer student to us. June Boles said during enrollment meetings with students and families the big reason is parents cannot get the student to go to school. Some are scared to go to school because of bullying and fearing for their safety. So as a result the student does not attend school and fails their courses. Currently incoming students start with a 59% in their courses. So they do not start from zero. It gives them a chance to work toward a passing grade if they are willing to do the work. And we have found the special education students are coming here because of how the special education department is run.

Dr. Kim Hite-Pope shared that enrollment today was 1864 students, 19 almost ready to be enrolled, 44 getting their documentation together, 35 thinking about enrolling and we have 74 students ready to start the 2nd semester.

i. Financial Report--- Financial Framework

- i. Bank Reconciliation-November
- ii. Consolidated Board Report- November
- iii. Sweep Account November- and Sweep YTD
- iv. InBank November Statement
- v. Recommendation of Financial Items for Board Approval from the Finance Committee
 - None



Gloria Lopez asked if there were any questions regarding the Bank Reconciliation, Consolidated Board Report, or the Sweeps account? none

vi. Invoices

- Pearson 30394124 (discussion possible vote)

Gloria Lopez requested approval of the Pearson invoice. Arsenio Romero commented on how expensive it is, and asked is this amount for one month? Gloria Lopez said it varies but yes.

Motion to approve the invoice by Justin Calder, 2nd by Arsenio Romero. Roll call vote: Justine Calder; yes, Arsenio Romero; yes, Monica Arguello; yes and Kyla Anderson yes.

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. November 18, 2025 (discussion and possible vote)

Motion to pass the minutes of the November 18th meeting by Arsenio Romero, 2nd by Monica Arguello.

Motion passed unanimously.

VI. Action Items

- a. Dual Credit Policy, Eligibility, Enrollment and Course (discussion and possible vote) *Kate Gomez 12th grade FAST, presented the policy. She stated that we have 29 students taking Dual Credit this semester and will have 33 second semester. Justin Calder asked about the 2.5 GPA is it required? If the student drops out of the dual credit and wants to apply again wouldn't they need to get their GPA back to 2.5? June Boles stated that as it is written it recommends a 2.5 GPA but in reality we have to go by each College's policy regarding GPA. And as it is now students go to the College and sign up and I only find out when the College contacts me for approval. So hopefully we can provide more guidance. Monica Arguello asked if the courses are online or in person. Kate Gomez stated that it can be both, depending on the College and course.*

Motion to approve the Dual Credit Policy, Eligibility, Enrollment and Course by Arsenio Romero, 2nd by Monica Arguello. Motion passed unanimously.

- b. Dual Credit Courses Policy Class of 2029 and going forward (discussion and possible vote) *Kate Gomez shared that the current freshman class has some changes in the Graduation Requirements by the State. And that is the Dual Credit. The class of 2029 students no longer have to have a long-distance learning requirement or an AP (Advance Placement) course to graduate.*

Motion to approve the Dual Credit Courses Policy for Class of 2029 by Justin Calder, 2nd by Monica Arguello.



The motion passed unanimously.

- c. Mid-Year Retention Stipend (discussion and possible vote) *Monica Arguello shared that this was brought up and discussed in the Finance/Audit meeting. And that the amount would be \$1,100 for each staff member. And that it would be processed in January as there would be no time to process before the end of the year.*
Gloria Lopez stated that in order for this to qualify as a stipend it would have to be paid out in January. Otherwise, it would be considered a bonus and may result in a finding for the audit. The total to be paid out of the Sweep account would be \$206,450. Arsenio Romero expressed that it was a great idea. Monica Arguello said that Greg Aguliar at the Finance/Audit meeting, staff expressed their surprise and appreciation for getting something like this while being a member of the school.
Motion to approve the mid-year stipend by Arsenio Romero, 2nd by Justin Calder. Motion was approved unanimously.

VII. Information Items

- a. FCS Travel Rule Update mileage rates *Gloria Lopez shared that the IRS (internal revenue service), published the new mileage rate and sharing with the Board the change to \$.70 per mile for travel starting in January.*
- b. Charter School Division (CSD) Annual Report *Dr. Kim Hite-Pope stated that PCA is doing well and still have to improve on the Attendance portion of the Report, but we are making headway.*

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.

IX. Statement of Closure

- X. Adjournment: 6:08 p.m.
Confirmation of Next Meeting Session January 20, 2026 at 5:30 p.m.