

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

June 16, 2026, 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: 5:32 *p.m.*

Roll Call –members *in attendance Justin Calder, Monica Arguello, Sí Trujillo, and Kayla Anderson.*

Others in attendance: *Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Finance Manager), June Boles (Principal 8-12), Kelley Fontanila (Principal K-7), Bryan Coltrane (Special Education Director), Denise Yeary (Special Education Coordinator), Dana McBee (IEP Specialist), Patrick Kelly (Deputy Director of Finance), Justin Malano (Bi-Lingual Coordinator), Kate Gomez (FAST Gr. 12), Jon Orris (FAST Gr. 9), Kari Amador (FAST Gr. 8), Jeffery Rhoades (FAST Gr. 10), Greg Aguilar (Federal Programs), Alexis Black, Sam Gonzales (Director of Compliance and Board Training DMH Law), and Amy Begay (Registrar).*

III. Routine Business – K. Anderson

a. Approval of Agenda *motion to approve the Agenda by Sí Trujillo, 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. Bi-Lingual-Justin Malano

Director Kim Hite-Pope asked if there were any questions about the reports. Monica Arguello stated she appreciated the information for the end of the year. Justin Calder asked how many students Graduated 170 or 172? June Boles shared it was 172 as two students were able to meet requirements at the very last deadline. Sí Trujillo asked how long it will take for the rest of the Grade 12 students to graduate? June Boles stated that those students who have not met requirements are classified as Grade 12+, and they up to their 22nd Birthday (that school year) to Graduate. Dr. Kim Hite-Pope shared that PCA (Pecos Cyber Academy) is now using Ingenuity for Credit Recovery and night school. PCA will use every work to help students as we are paying for it and there really is no restriction on time. Dr. Kim Hite-Pope shared that summer school ends June 26. But if a student is close to finishing and passing time may be extended.

f. Financial Report--- Financial Framework

- i. Bank Reconciliation-May
- ii. Consolidated Board Report-May

- iii. Sweep Account April
- iv. INBank sweep account.
- v. Year-to-date Sweep Account Balance
- vi. Recommendation of Financial Items for Board Approval from the Finance Committee

Gloria Lopez asked if there were any questions regarding the Financial Reports. Sí Trujillo asked about the 100% in last column in the Consolidated Board report. If the item says 100% does that mean none of it was spent? Gloria Lopez stated that the column can reflect funds that were not spent because the requirements needed may not have been met. And that the Encumbrance column on the report reflects more accurate information on the Budgeted Item. Sí Trujillo then asked about the Medicare item. Gloria Lopez reminded him that the account is a cash balance account.

-Invoices

- a. SYS Invoice 101674 *Sí Trujillo asked if this amount is what will be paid throughout the School Year. Gloria Lopez stated that this amount was stated in the Agreement with SYS at the start up of the account. And those amounts will go down once the start up steps are completed. Sí Trujillo asked if there could be a way to add more detail to the invoices going forward? Dr. Kim Hite-Pope said she would ask them. And the CEO and department heads will be in Albuquerque for the school's Face to Face Professional Development in July.*

Motion to approve the SYS Invoice 101674 by Justin Calder, 2nd by Monica Arguello. Roll call vote Justin Calder yea, Monica Arguello yea, Sí Trujillo yea and Kyla Anderson yea. 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. May 19, 2026, Minutes (discussion and possible vote)

Motion to approve the May 19, 2026, minutes as stated by Sí Trujillo 2nd by Monica Arguello. Motion passed unanimously.

VI. Action Items

- a. Board Permission to ratify May 19th agenda to include the Governing Council's approval to apply for the State Seal of Bilingualism-Biliteracy (discussion, possible vote) *Dr. Kim Hite-Pope reminded the Board that this needed to be ratified from the last meeting to meet Board meeting requirements. Motion to approve the Board Permission to ratify the May 19 agenda to include the Governing Council's approval to apply for the State Seal of Bilingualism-Biliteracy by Sí Trujillo, 2nd by Monice Arguello. Motion passed unanimously.*
- b. Explanation On Framework #2 and Framework #3 (discussion, possible vote) *Sam Gonzales from DMH Law office shared with the Counsel the items the Board may wish to pursue going into the Charter renewal. Framework #2 would focus on interim assessments for all students during the school year. And would have focus on all subgroups. Framework #3 could be customized in many areas such as graduation rate, attendance (what attendance is during the school day), assessments and any other data the school may want to include. This is a more detailed framework and may work better for our Virtual setting. There would be a great deal of data to go over. Dr. Kim Hite-Pope stated that PCA already has a vendor who works with our data Top Minnow. Sam Gonzales also shared that with this Framework someone from the PEC (Public Education Committee) would also be guiding PCA with this Framework. Sam Gonzales shared the deadline is October 1, 2026. And the negotiations for the Framework would take place face to face with the Public Education Committee.*

Motion to approve Framework #3 by Justion Calder 2nd by Moncia Arguello. Motion passed unanimously.

- c. PCA Logo (discussion/possible vote) *Dr. Kim Hite-Pope shared this came about because of something at graduation. The Board Reviewed the three options and picked the White background with roadrunner in logo and the Dark background with roadrunner logo. Motion to use the white background with logo for signatures and letterhead. The dark background will be used for PowerPoint presentations and as option for background in virtual meetings by Sí*

- Trujillo 2nd by Justin Calder. Motion passed unanimously.*
- d. Updated Employee Leave Policy (discussion/possible vote) *Dr. Kim Hite-Pope shared that this is a more flexible version of the leave policy. It was needed as PCA staff is expected to increase to 230 employees for the upcoming school year. Motion to approve the updated Employee Leave Policy by Monica Arguello 2nd by Justin Calder. Motion passed unanimously.*

Note Kyla Anderson left the meeting at 6:35 p.m.

- e. Edgewood Building —sell /price——rent/rental fee? (discussion/possible vote) *Dr. Kim Hite-Pope mentioned possibilities of what to do with the Edgewood building now that PCA is purchasing the Albuquerque building. Does PCA keep the building, rent out the half PCA currently occupies, or sell the building? If we rent out how much should we be charged? Sí Trujillo asked how much has been put into the building and if a Cash Flow Analysis could be done? And if PCA sells the building to give the State Farm Agency first chance a purchase. Justin Calder asked what is the property appraised at? And if PCA sells within a year's time would it be considered a flipped property and what kind of taxes would apply? Dr. Kim Hite-Pope mentioned that since PCA is a school are taxes exempt? Or for only the State Farm side of the building would have tax or some variation? It would have to be researched. Monica Arguello proposed to table this item 2nd by Justin Calder. Motion tabled unanimously.*
- f. Internet Subsidy Program Changes (discussion/possible vote) *Patrick Kelly presented a spreadsheet with a list of the Internet subsidies being prepared to issue for year ending. There are 1100 entries all together. The current challenge is that a PO (Purchase Order) needs to be created for each different dollar value to be issued. Patrick Kelly proposed 4 different possibilities for this subsidy. A Daily Dollar amount. A Monthly amount. Quarterly Amount or Bi-annually. Sí Trujillo asked if there is a way to automate this process? Or could Air Cards be issued instead? Is the twice a year better than quarterly? Patrick Kelly stated that nothing needs to be decided now. The part of the process that consumes the time is creating PO's for all the different amounts to be paid. Monica Arguello asked which would work better quarterly or monthly? Because the difference in expense is not bad. Pat Kelly said there is not much difference either way just that it would reduce the possible amounts to 8 possibilities. Motion to pay internet subsidy monthly by Monica Arguello, 2nd by Justin Calder. Motion passed unanimously.*

VII. Information Items *none*

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 *none*

X. Adjournment 7:09 p.m.

XI. Confirmation of next meeting July 28, 2026, at 5:30 p.m. Face to Face and Virtual

DRAFT