

**Governing Council**

Kyla Anderson  
President

Arsenio Romero  
Member

Monica Arguello  
Treasurer/Secretary

Sí Trujillo  
Member

Justin Calder  
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**

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

Meeting ID: 940 8285 3524      Passcode: 198703

**Held via teleconference.**

[+16699009128,,94082853524#,,,,\\*198703# US \(San Jose\)](https://zoom.us/j/94082853524?pwd=djLEkTH1meglqG6oE94Aamcs0NOkQa.1)

[+17193594580,,94082853524#,,,,\\*198703# US](https://zoom.us/j/94082853524?pwd=djLEkTH1meglqG6oE94Aamcs0NOkQa.1)



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](http://www.pecosca.us)

I. Public Comment – *none*

II. Call to Order *5:31 p.m.*

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

Others in Attendance: *Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Finance Manager), Allyce Vasquez (Human Resources), Greg Aguilar (Federal Programs Director), June Boles (High School Principal), Monica Garcia (Dean of Student/FAST grade 9), Kate Gomez (FAST Grade 12), Rick Bustos (FAST Grade 11), Kari Amador (FAST Grade 8), Bryan Coltrane (FAST Grade 10), Daelena Potter (Special Education Director), Denise Yearly (Special Education Coordinator), Gretchen Potter (Mental Health), Jon Orris (Middle School Dean of Students), Mia Trujillo (Dean of Students Elementary), Hope Encinas (Parent Liaison High School), Kelli Loudermilk (Assessments), Gail Humphreys (CTE Coordinator), Justin Malano (Bi-Lingual Coordinator) Christina Rogers, Kelci Pike, Melanie Bussiere, and Amy Begay (Registrar).*



### III. Routine Business – K. Anderson

#### a. Approval of Agenda

*Motion to approve the Agenda by Arsenio Romero 2<sup>nd</sup> by Justin Calder. 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-Jon Orr
- d. Elementary Principal Report-Kelley Fontanilla
- e. Special Education Director Report-Daelena Potter
- f. Mental Health Therapist Report- Gretchen Potter
- g. Federal Program Director- Greg Aguilar
- h. Assessments-Kelli Loudermilk
- i. Bi-Lingual-Justin Malano
- j. Career and Technical Education (CTE)- Gail Humphrey

*Dr. Kim Hite-Pope shared that as of today the enrollment is 1675 students. With 40 more working on completing their enrollment. And that a new marketing piece will be released soon.*

*Si Trujillo asked how the FFA (Future Farmers of America), is going. June Boles shared that our new teacher Jason Wee is working on that. And that the High School is also working on HOSA(a career and Technical organization for students in healthcare, education, and firsthand experience), TA (technical student association), and the Tourism and Hospitality. ( Gail Humphrey is working closely with staff and students to get them involved with regional competitions.*

*Si Trujillo asked about Dual Enrollment. June Boles stated that most students attend Central New Mexico, but that PCA has MOUs of Understanding), with Western NM, Eastern NM, and other colleges and universities.*

*Justin Calder asked about AP(Advanced Placement) students how many do we have? June Boles stated that this year we have about 11 students. Compared to last year we have zero. Most are in the Government Class, and we have an AP endorsed Teacher teaching it. Justin Calder was concerned about College readiness of students. June Boles stated that the FAST (Formative Assessment System for Teachers) is working toward this. Bryan Coltrane (FAST grade 10) we are using positivity and having students analyze their root causes and how the results in their successes or failures. They learn accountability. Rick Bustos (FAST grade 11), we gave a strong team, unique, universal supports for students, families, and teachers, working with students in root causes of missing attendance and missing assignments. Kate Gomez (FAST grade 12) we have 221 Seniors and growing. We are utilizing flexibility with our Seniors as they are all at different levels in their education in getting their High School Diploma. Some of our seniors are 18 or older and its great that PCA (Pecos Cyber Academy) is giving them an opportunity to earn their HS Diploma. About 58% of the students need Credit Recovery classes.*



*Monica Garcia (FAST grade 9) there are 198 students we are tracking grades. We are working on filling out forms for those students who are currently failing 1 or more course. These forms will help track attendance and what interventions work and those that do not. Kari Amador (FAST grade 8) the 8<sup>th</sup> grade is a unique group of students who are not yet matured. Right now we are working on the transition to High School. We are having conferences with them, so they get used to that and on how to own their own education and goals they set for themselves. Right now there are 174 in the 8<sup>th</sup> grade.*

**k. Financial Report--- Financial Framework**

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

*Gloria Lopez asked if there were any questions about the reports. There were none.*

- v. Recommendation of Financial Items for Board Approval from the Finance Committee
  - BAR 584-000-2526-008-D RLIS
  - BAR 584-000-2526-009-M
  - BAR 584-000-2526-0010-T
  - BAR 584-000-2526-0011-T
  - BAR 584-000-2526-0012-MF

*Motion to approve BARS 008 to 0012 by Sí Trujillo 2<sup>nd</sup> by Justin Calder. The motion passed unanimously.*

- Department of Finance & Administration Fiscal Year 26 per diem rates. Effective Date 9/17/2025 (discussion)

*Justin Calder asked about the Per Diem rates. Gloria Lopez stated that PCA does actual travel reimbursement. The biggest change for PCA would be the food reimbursement without the need of receipts and that the food could be paid out up to \$70 per 24 hours.*

- vi. Invoices- none

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 August 19, 2025 (discussion and possible vote)

*Motion to approve the Minutes of August 19, 2025 by Sí Trujillo 2<sup>nd</sup> by Monica Arguello. The motion passed unanimously.*



#### VI. Action Items

- a. New Vice President (discussion/possible vote) *Si Trujillo volunteered. Monica Arguello nominated Si Trujillo. Motion to approve Si Trujillo as Vice President by Monica Arguello 2<sup>nd</sup> by Arsenio Romero. The motion passed unanimously.*
- b. Out of State Relocation Policy (discussion/possible vote) *Amendments were suggested that homebase be assigned for out of state employees to be Albuquerque NM. And that there would special exceptions for Military families to the notice of 60 days. Motion to approve with amendments by Si Trujillo 2<sup>nd</sup> by Monica Arguello. The motion passed unanimously.*
- c. Approve for Travel for Special Education Director and Special Education Coordinator to attend LRP (Long Range Planning) Conference April 2026 (discussion/possible vote) *Daelena Potter shared that the trip would be to New Orleans and that there would be big information at this conference regarding at the Federal lever 504 plans and Special education. And that there may be changes in Graduation for Special Education students.*  
*Motion to approve the travel to LRP Conference in April 2026 by Arsenio Romero 2<sup>nd</sup> by Justin Calder. Motion passes unanimously.*

#### VII. Information Items

Update on Travel Reimbursement *Justin Calder asked about the Per Diem rates. Gloria Lopez stated that PCA does actual travel reimbursement. The biggest change for PCA would be the food reimbursement without the need of receipts and that the food could be paid out up to \$70 per 24 hours. Also receipts will be required for Hotel and any travel costs such as Uber or Taxi.*

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 *at 6:32 p.m.*

Confirmation of Next Meeting Session October 21, 2025 at 5:30 p.m.