

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:

May 20, 2025 at 5:30 p.m.

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

Meeting ID: 938 9356 0104

Passcode: 768211

One tap mobile

[+12532050468](tel:+12532050468),,93893560104#,,,,*768211# US [+12532158782](tel:+12532158782),,93893560104#,,,,*768211# US
(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.

President)

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I. Public Comment – *none*

II. Call to Order-5:32 p.m.

Roll Call – *Kyla Anderson (President), Byron Taylor (Vice President), Monica Arguello (Treasurer/Secretary), Si Trujillo (Member), Justin Calder (member).*

Others in Attendance: Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Finance Manager), June Boles (High School Principal), Hope Encinias (High School liaison), Kelley Loudermilk (Middle Principal), Daelena Potter (Special Education Director), Denise Yeary (Special Education Coordinator), Kelley Fontanilla (Elementary Principal), Greg Aguilar (Equity Council), Gretchen Potter (Mental Health), Gail Humphrey (CTE Coordinator), Justin Malano (Bilingual Coordinator), Robbi Coker (Assessment Coordinator), Allyce Vasquez (Human Resources), Sam Gonzales (Director of Compliance and Board Training DMH Law), Annette Painter (Teacher), Monica Garcia (Middle School Liaison), Shannon Woodward (Teacher), Kelci Pike, Katy Winthrop, and Amy Begay (Registrar).

III. Routine Business – K. Anderson

a. Approval of Agenda

Motion to approve the Agenda by Monica Arguello, 2nd by Kyla Anderson. Motion approved unanimously.

IV. Written Reports---Academic Framework

- a. Executive Director's Report-Dr. Hite-Pope *ending our school year with 1881 students. We have 192 that have accepted seats for next year and 43 more students in process. We started the year with about 1500 students.*
- b. High School Principal Report- June Boles *Monica Arguello commented that High School really grew in the second semester. There were 188 12 grade students and 133 Graduated, with 15 of those needing to pass one class in summer school.*
- c. Middle School Principal Report-Kelli Loudermilk *Monica Arguello ask about Next step plans for the 8th grade, do the plans go with them to High School. Kelli Loudermilk replied that the New Mexico Public Education Department (NMPED), requires the plan for grades 9-12 and for the 8th grade.*
- d. Elementary Principal Report-Kelley Fontanilla *Monica Arguello stated the Summer School program looks interesting. Kelley Fontanilla replied that she trained to be a Site Coordinator, and that 15 of our teachers have been trained. And that Pecos Cyber Academy is the only school given permission to do so Virtually.*
- e. Special Education Director Report-Daelena Potter *Monica Arguello commented that the data looked great by data needed for the Vision and Hearing was pending on some students. Is that because PCA needs to the home district to do the screening? Daelena Potter stated that yes that is the bigger reason. We also encourage parents to go to their local health provider, or the Health Department. In many cases it is extremely hard for them to get these locations. Daelena Potter stated if the Board knows someone who can do the screenings Virtually to let her know.*
- f. Mental Health Therapist Report- Gretchen Potter
- g. Equity Council-Greg Aguilar
- h. Assessments-Robbi Coker *Monica Arguello stated that she would love to see the Renaissance testing results at the Profession Development (PD) in July.*
- i. Bi-Lingual-Justin Malano
- j. Career and Technical Education (CTE)- Gail Humphrey *Monica Arguello is excited to see the new pathways and especially the Agriculture. Gail Humphrey and June Boles stated they would love to get into the Future Farmers of America(FAA) but have had problems in the past with the local branches in the state. Dr. Kim Hite-Pope stated we may just need an Agricultural Teacher to be able to do so. June Boles stated that she has an interview with one on May 21, 2025.*

k. Financial Report--- Financial Framework

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

Gloria Lopez asked if there were any questions about any of the reports. Justin Calder asked About the InBank Statement and why have the funds not been moved. Gloria Lopez that a BAR Will be needed to move the funds. And that the account has not gotten 3 months of accrued funds yet.

- v. Recommendation of Financial Items for Board Approval from the Finance Committee
 - BAR 584-000-2425-0019-I *Gloria Lopez stated that this is an Increase Bar, with funds coming from the PED. Si Trujillo asked about some of the line items on the second page of the BAR. Gloria Lopez stated that at this time of the year some of the budget*

funds are low or have no funds and need to show a positive amount by request of the Governing Council earlier this year. And so that is what has been done.

- Pearson Invoice 28544868
- Pearson Invoice 58647817 *these invoice cover March and April.*
- Amend the Blanket BAR approval to include Increase BARS *Gloria Lopez asked to have that blanket approval to include any increase BARS, like the one on the Agenda for in closing part of the school year, so that Special Meetings do not need to be conducted for just that reason.*

Motion to approve the BAR 584-000-2425-009-I and the Pearson Invoices by Justin Calder and 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 April 15, 2025

Si Trujillo had concern about the section concerning the buying of the building. He thought the wording as not correct. The other members of the Board commented that they thought it was correct as stated.

Motion to approve the April 15, 2025 Minutes by Byron Taylor; 2nd by Justin Calder. The motion Passed unanimously.

b. Special Meeting Minutes of May 1, 2025

Motion to approve the Special Meeting Minutes of May 1, 2025 by Monica Arguello 2nd by Byron Taylor. Motion passed unanimously.

VI. Action Items

- a. Graduate Profile (Discussion and possible vote) *Hope Encinias presented the diagram of the Graduate Profile that is required by the NMPED. Showing how our Graduates possess the knowledge and ability to be communicative members of their communities.*

Motion to approve the Graduate Profile by Byron Taylor 2nd by Monica Arguello. Motion passed Unanimously.

- b. Cell Phone Policy (Discussion and possible vote) *Dr. Kim Hite-Pope stated that this is a requirement of the NMPED. That our lawyer Dan Hill reviewed the policy.*

Motion to approve the Cell Phone Policy by Monica Arguello 2nd by Byron Taylor. Motion passed Unanimously.

- c. IDEA B Application (Discussion and possible vote) *Dealena Potter presented the application to the Board. As currently it cannot be downloaded to show. Daelena Potter showed the Board the different sections that need to be filled out and recorded on the application. And showed them the section that will record the Board's approval of the application.*

Motion to approve the IDEA B application by Si Trujillo, 2nd by Kyla Anderson. Motion passed unanimously.

- d. Graduation Policy Native Regalia at Graduation Ceremony (Discussion and possible vote) *Dr. Kim Hite-Pope this policy is a compliance policy by the NMPED. As you know we already were fine with students wearing their Native Regalia and other students wearing sashes as long as they are in good taste.*

Motion to approve the Native Regalia Policy by Byron Taylor 2nd by Kyla Anderson. Motion passed unanimously.

e. Center for High School Success Leadership Summit 2025 and Digital Learning Annual Conference Executive Retreat (Discussion and possible vote) *Dr. Kim Hite-Pope shared that The High School Success Leadership Summit is related to the training she and June Boles went to in Colorado earlier. And the DLAC the administrative team in on the Executive committee and will Be attending. Byron Taylor said this was particularly good, the kind of thing our school needs to be doing.*

Motion to approve the Center for High School Success Leadership summit and the Digital Learning Annual Conference Executive retreat by Kyla Anderson 2nd by Byron Taylor. The motion passed unanimously.

VII. Information Item

- a. Robbi Coker about Summer School *Robbi Coker shared that summer school has 350 students currently. Most students need just one recovery course. Students can take two recovery courses, and if they are done with those early enough can try to complete a third course. We will have about 25 students with Individual Education Plans (IEP) and 2 Special Education Teachers available for them.*
- b. Governing Council Yearly Training in July at Teacher PD *Dr. Kim Hite-Pope this just a reminder for the Board members.*
- c. Update on buying Office Building *Dr. Kim Hite-Pope stated that she and Gloria Lopez have sent out an email to Sarah Cordova at the School Budget about the purchase of the office building. As of today we have not heard back from her. This is the busy time for this person so we will wait 2 weeks before reaching out again. We do have another plan if needed.*

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.

6:32 p.m. Board members roll call vote to go to Executive Session Kyla Anderson yes Byron Taylor yes Monica Arguello yes Justin Calder yes Si Trujillo yes. Dr. Kim Hite-Pope please join.

6:50 p.m. Board Members returned from Executive Session. As stated in NMSA 1978 Section 10-15-1, no No action was taken. Roll call to return to regular session Kyla Anderson yes Byron Taylor yes Monica Arguello yes Justin Calder yes Si Trujillo yes.

IX. Statement of Closure

X. Adjournment *6:52 p.m.*

Confirmation of Next Meeting Session June 17, 2025

DRAFT