



APPROVED 05/17/2021

**Pecos Connections Academy (PCA)
MINUTES OF THE RESCHEDULED BOARD MEETING
Monday, May 3, 2021 at 4:00 p.m.**

**Held via teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic:**

1-877-568-4106; Access Code 963-305-373
<https://www.gotomeet.me/KristinDeGroff/pca-board-meeting>

I. Call to Order and Roll Call

Ms. Anderson called the meeting to order at 4:06 p.m. The meeting was open to the public and held via teleconference due to state precautions regarding public health and safety during the COVID-19 pandemic. Ms. Anderson conducted a Roll Call.

Board Members Present: Kyla Anderson, Vivian Cullen, and Danielle Johnston (via phone and video conference);

Board Members Absent: Brandy Tillian and Jennifer Sears;

Guests Present: Dr. Kim Hite-Pope, School Leader; Gloria Lopez, School Business Manager; Jonas Nahoum, Board Counsel; Two Unidentified Members of the Public; Daelena Potter, Amanda Shaner, Freda Daugherty, Kelley Fontanilla, Lorissa Marshall, Amy Begay, and Kelli Loudermilk, School staff; Brian Rosta, Bryce Adams, Gary Corkran, Jay W Ragley, Stacy Husk, and Kristin DeGroff, Online & Blended Learning (OBL) staff (via phone and video conference).

II. Public Comment

There were no comments at this time.

III. Routine Business

a. Approval of Agenda

Ms. Anderson asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, a motion was made by Ms. Cullen and seconded by Ms. Johnston as follows:

RESOLVED, that the Agenda for the May 3, 2021 Pecos Connections Academy, Inc. Rescheduled Board of Directors Meeting, as presented, is hereby approved.

A roll call vote was conducted, the motion passed unanimously.

IV. Oral Reports

a. School Leader's Report

i. Update on Staffing

Dr. Hite-Pope provided an update on staffing levels at the school, including the recent hire of a Special Education Data Specialist.

ii. Update on State Testing

Dr. Hite-Pope provided the Board with an update on opt-out procedures for state testing. She further discussed the school's use of Renaissance 360 examinations to provide student progress data in lieu of state testing for the 2020-2021 school year.

iii. Update on Graduation Plans and Student Activities

Dr. Hite-Pope advised the Board that the high school graduation ceremony is planned for May 21, 2021, and will be held virtually.

iv. Update on Charter Renewal Documentation

Dr. Hite-Pope advised of the school's work to gather data and materials for submission to a potential Charter authorizer by October 1, 2021.

b. Financial Report

i. Bank Reconciliation

Ms. Lopez presented this item to the Board. She reviewed the bank reconciliation documentation, as included in the Board materials, including all statement balances.

ii. Update on RFP Process

Ms. Lopez advised of the recent publication of the RFP process materials, and noted that proposals for school services would be accepted through May 19, 2021.

iii. Recommendation of Financial Items for Board Approval from the Finance Committee

1. Approval of Connections Academy of New Mexico, LLC Invoice(s)

Ms. Lopez provided a brief review of the Connections Academy of New Mexico, LLC invoice(s), as included in the Board materials, and advised that all was in order. She further discussed the state allowance for e-signatures on fiscal documents with the approval of an addendum to the Fiscal Controls Policy. Additionally, Ms. Lopez discussed the proposed budget for the 2021-2022 school year in detail, including programmatic and operating costs, as well as support services, ancillary services, and staffing. Finally, she advised of the inclusion of the school calendar and teacher salary schedule as part of the

budget materials slated for approval. There being no further discussion, Ms. Cullen made the following motion and it was seconded by Ms. Johnston as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoice(s), in the amount of \$738,379.67 for March, as presented, is hereby approved; and

FURTHER RESOLVED, that the Revised Board Policy: Addendum to Fiscal Controls Policy: Electronic Signatures, as presented, is hereby approved; and

FURTHER RESOLVED, that the 2021-2022 School Year Budget, as presented, is hereby approved; and

FURTHER RESOLVED, that the 2021-2022 School Year Calendar, as presented, is hereby approved; and

FURTHER RESOLVED, that the 2021-2022 Teacher Salary Schedules, as presented, is hereby approved.

A roll call vote was conducted, the motion passed unanimously.

2. Approval of Revised Board Policy: Addendum to Fiscal Controls Policy: Electronic Signatures

This item was previously approved.

3. Approval of 2021-2022 School Year Budget Documentation

- a. 2021-2022 School Year Budget

This item was previously approved.

- b. 2021-2022 School Year Calendar

This item was previously approved.

- c. 2021-2022 Teacher Salary Schedules

This item was previously approved.

V. Consent Items

Ms. Anderson asked Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes, a motion was made by Ms. Cullen and seconded by Ms. Johnston as follows:

- a. Approval of Minutes from the March 8, 2021 Special Meeting; and
- b. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbook: Early Graduation, Valedictorian & Salutatorian, and Wellness Policy; are hereby approved.

A roll call vote was conducted, the motion passed unanimously.

VI. Action Items

a. Approval of Charter Renewal Contract with Carlsbad Municipal Schools

Mr. Nahoum highlighted the terms of the Charter Renewal with Carlsbad Municipal Schools, set for July 1, 2021 through June 30, 2022. He advised that all renewal documentation has been approved by the Carlsbad Municipal School Board earlier in April, and that all items were recommended for approval. There being no further discussion, a motion was made by Ms. Johnston and seconded by Ms. Cullen as follows:

RESOLVED, that the Charter Renewal Contract with Carlsbad Municipal Schools, as presented, is hereby approved.

A roll call vote was conducted, the motion passed unanimously.

b. Approval of Officer Positions for the 2020-2021 School Year

Ms. Anderson discussed the Board's desire to appoint a Vice-President to the Board. Pending full Board membership attendance, this item was tabled to a future meeting.

c. Approval of Membership with Public Charter Schools of New Mexico (PCSNM)

Dr. Hite-Pope presented this item to the Board. She discussed the school's current membership with PCSNM, as well as the benefits of membership. There being no further discussion, a motion was made by Ms. Johnston and seconded by Ms. Cullen as follows:

RESOLVED, that the Membership with Public Charter Schools of New Mexico (PCSNM), as presented, is hereby approved.

A roll call vote was conducted, the motion passed unanimously.

VII. Information Items

a. State Account Relations (STAR) Update

Mr. Adams updated the Board on recent legislative activities which may impact the school. Additionally, he discussed the school's recent creation of a supplemental website, and Pearson's trademark ownership of various items included on the website. He advised of formal communications forthcoming to the Board.

i. STAR Service Spotlight- PSLT

Mr. Adams introduced Dr. Rosta, who provided an overview of services delivered by the Partner School Leadership Team (PSLT) regarding school leader support, including school improvement planning, coaching, professional development, audit and accreditation assistance, and analyzing of school academic data to ensure student success.

b. Partner School Leadership Team (PSLT) Update

Dr. Rosta presented to the Board on behalf of Online & Blended Learning's (OBL) School Leadership Team.

i. School Operations Metrics

Dr. Rosta presented this item to the Board. He reviewed the data included in the Board materials, highlighting the school's performance as compared with other OBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Dr. Rosta.

[Ms. Potter and Ms. Begay left the meeting at 4:54 p.m.]

c. Outreach Presentation for the 2021-2022 School Year

Ms. Husk reviewed the school's proposed Outreach Plan for the 2021-2022 school year, as included in the Board materials. She discussed the effects of COVID-19 on virtual schooling across the nation. Additionally, Ms. Husk highlighted current and projected enrollment numbers, as well as planned activities for student recruitment.

[Mr. Corkran left the meeting at 5:00 p.m.]

d. Board Relations Update- Board Planning for the 2021-2022 School Year

i. Proposed Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. DeGroff advised that the consideration of the Board meeting schedule for the 2021-2022 school year will be included on the June Annual Meeting agenda.

ii. Board Composition

Ms. DeGroff discussed with the Board the current composition, including board member terms that would be up at this year's Annual Meeting, and encouraged Board members to discuss their intentions regarding terms and renewal with the Board Chair.

Mr. Nahoum advised that no action would be taken for the remainder of the meeting, and that the Board intended to end the meeting immediately upon closure of the Executive Session.

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: School Leader Mid-Year Review

Upon a motion made by Ms. Johnston and seconded by Ms. Cullen and confirmed via roll call vote of all Board members present, the Board entered into Executive Session at 5:07 p.m. 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: School Leader Mid- Year Review. Board members present during the Executive Session were: Kyla Anderson, Danielle Johnston, and Vivian Cullen.

Guests invited by the Board to attend were: Jonas Nahoum and Kim Hite-Pope, all having attendance rights. All others left the meeting at this time.

At 5:52 p.m. the Board resumed open session upon a motion being made by Ms. Johnston, seconded by Ms. Cullen and confirmed via roll call vote of all Board members present. No action was taken during Executive Session.

IX. Adjournment and Confirmation of Next Meeting Date – May 17, 2021 at 4:00 p.m.

Ms. Anderson noted that the Board was at the end of its agenda and that the next meeting was scheduled to be held on May 17, 2021. There being no further business, the meeting was adjourned at 5:52 p.m.