



APPROVED 03/08/2021

**Pecos Connections Academy (PCA)
MINUTES OF THE BOARD MEETING**

Tuesday, February 15, 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

I. Call to Order and Roll Call

Ms. Anderson called the meeting to order at 4:02 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, Brandy Tillian, Danielle Johnston, Jennifer Sears, and Vivian Cullen (via phone and video conference);

Guests Present: Dr. Kim Hite-Pope, School Leader; Gloria Lopez, School Business Manager; Kelley Fontanilla, Kelli Loudermilk, and Amanda Shaner, School Staff; Jonas Nahoum, Board Counsel; Jay Ragley, Jenny Dukek, Gary Corkran, and Kristin DeGross, 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. Tillian as follows:

RESOLVED, that the Agenda for the February 15, 2021 Pecos Connections Academy, Inc. 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

Dr. Hite-Pope welcomed Ms. Johnston and Ms. Sears to the Board.

i. Update on Staffing

Dr. Hite-Pope reviewed current staffing levels at the school.

ii. Update on Student Activities and State Testing

Dr. Hite-Pope reminded the Board of discussion held at a previous meeting regarding federal waivers for standardized testing, and advised that a formal decision has not yet been dispersed regarding the waiver. She further advised that in person student activities were not currently being held due to statewide mandates regarding the COVID-19 pandemic.

iii. Update on Graduation Plans

Dr. Hite-Pope advised the Board that the high school graduation ceremony is being planned to be held virtually, and advised that further updates would be provided at a future meeting.

iv. Update on Winter Leadership Retreat

Dr. Hite-Pope reported to the Board on the virtual Winter Leadership Conference that she recently attended, including professional development initiatives and networking opportunities.

v. Update on Facility Lease Renewal

Dr. Hite-Pope presented this item to the Board, and advised of the renewal of the school's facility lease through June 30, 2022.

b. Financial Report

i. Bank Reconciliation

Ms. Lopez reviewed the bank reconciliation documentation, as included in the Board materials, including all statement balances. She further provided an update on the processes in place regarding review of all financial materials at the Finance Committee meetings, held prior to the Board meetings where materials are considered for approval.

ii. Update on RFP Process

Dr. Hite-Pope presented this item to the Board. She reviewed the school's current work to coordinate a committee comprised of parents, staff, administration, and Board members, for review of the RFP process and all bids prior to Board consideration.

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

1. Approval of Budget Adjustment Report (BAR) 020-005-2021-009-I

Ms. Lopez provided an update on the budget adjustment report, as included in the Board materials. Additionally, she provided a brief review of the Connections Academy of New Mexico, LLC invoices, and advised that all was in order. The Board indicated their intent to consider the Financial Items together. There being no further discussion, Ms. Cullen made the following motion and it was seconded by Ms. Tillian as follows:

RESOLVED, that the 020-005-2021-0009-I BAR, as presented, is hereby approved; and

FURTHER RESOLVED, that the Connections Academy of New Mexico, LLC invoice(s), in the amount of \$727,232.85 for January, as presented, are hereby approved.

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

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

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. Tillian and seconded by Ms. Cullen as follows:

- a. Approval of Minutes from the January 25, 2021 Meeting; are hereby approved.

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

VI. Action Items

a. Ratification of Charter Renewal Responses and Submissions to Carlsbad Municipal Schools

Dr. Hite-Pope presented this item to the Board. She discussed the School Improvement Plan as submitted previously to CMS, and advised that the school has not received any follow-up questions or requests for clarification on the document. The Board advised that ratification of the document was not necessary at this time.

This item was tabled.

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

Ms. Anderson and Ms. DeGroff presented this item to the Board. Ms. DeGroff reviewed with the Board the Officer positions as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2021. Nominations were opened for the position of Board Treasurer,

and discussion was held on the addition of a Board Vice President. Ms. Johnston volunteered as Board Treasurer. Board members advised of their intent to consider a Board Vice President at a future meeting. Additionally, the Board discussed the need for an additional Board member to attend Finance Committee meetings. Ms. Johnston volunteered to attend. The Board advised of their intent to consider Officer Positions and Finance Committee membership together. Following the closure of nominations, and there being no further discussion, a motion was made by Ms. Cullen and seconded by Ms. Tillian as follows:

RESOLVED, that the appointment of Danielle Johnston as Board Treasurer, as discussed, is hereby approved; and

FURTHER RESOLVED, that Danielle Johnston as Board Member on the Finance Committee, as discussed, is hereby approved.

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

c. Approval of Board Membership on Finance Committee

This item was previously approved.

VII. Information Items

a. State Account Relations (STAR) Update

Mr. Ragley reviewed legislative activities in the state, which may impact the school. He further provided an update on enrollment opening for the 2021-2022 school year.

[Ms. Fontanilla joined the meeting at 4:35 p.m.]

b. Partner School Leadership Team (PSLT) Update

Ms. Duke presented to the Board on behalf of Online & Blended Learning's (OBL) School Leadership Team. She reviewed the compilation of comprehensive reports for course completion data and cohort graduation rates, as well as the annual Parent Satisfaction Survey (PSS) available to parents at the school. Board members discussed the PSS in detail, including the length and breadth of questions asked throughout the document.

c. Board Member Training Update

Ms. DeGross reviewed this item with the Board. She reminded Board members of state mandated training requirements, noting how many hours each Board member is required to complete and how many hours have been completed thus far.

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

The Board entered into Executive Session at 4:48 p.m. upon a motion being made by Ms. Cullen, seconded by Ms. Johnson and confirmed via roll call vote of all Board members present, 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 in attendance to begin Executive Session were: Kyla Anderson, Danielle Johnston, Brandy Tillian, Jennifer Sears, and Vivian Cullen. Guests present in Executive Session at the request of the Board based on their participation in the discussion were: Jonas Nahoum, Jenny Dukek, and Kristin DeGroff. All others left the meeting at this time.

[Ms. Sears and Ms. Tillian left the meeting at 6:04 p.m.]

The Board ended Executive Session and resumed open session at 6:04 p.m. upon a motion made by Ms. Johnston and seconded by Ms. Cullen. No action was taken during Executive Session.

IX. Adjournment and Confirmation of Next Meeting Date – April 19, 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 April 19, 2021. There being no further business, the meeting was adjourned at 6:05 p.m.