



**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:**

Monday, May 9, at 5:00 p.m.

<https://zoom.us/j/95989769932?pwd=dFJia2NETE1zaGFLczRLcUJOdU1wUT09>

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

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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 575-236-4005.

**AGENDA**

I. Public Comment – K. Anderson

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)

- II. Call to Order and Roll Call – K. Anderson at 5:01 pm  
Board Members present on zoom Denise Smythe, Kayla Anderson.  
On phone Candi Borreco and Brandy Tilliman.

Others in Attendance Dr. Kim Hite-Pope (Executive Director), Gloria Lopez (Financial Manager), Freda Daugherty (High School Principal), Kelli Loudermilk (MS Principal), Kelley Fontanilla (Elementary Principal), Dan Hill (Attorney), Sarina Paul (Teacher), Ryal McMurry (Teacher), Alicia McMurry (Teacher), Amanda Shaner (Teacher), Kelly Martin (Teacher), Heidi McConnell (Teacher), Dorinda Crisp (Teacher), Angie Price (Teacher) and Amy Begay (Attendance Coordinator).

- III. Routine Business – K. Anderson
- a. Approval of Agenda- Kayla Anderson amend the Agenda for Action Item "d", it does not need to be addressed. It is already a state statute.

RESOLVED: The Agenda was Approved with the amendment.

IV. Oral Reports

- a. School Leader's Report-K. Hite-Pope  
*Dr. Kim Hite-Pope states that the contract negotiations with the Public Education Committee (PEC) is going well and no issues yet. Letters of Intent to Return will go out to staff within the week. And the contracts will follow.*  
*Equity Council update, Dr. Kim Hite-Pope explain Greg Aguilar is ill and could not be available to give that information. But the Equity Council has a meeting on May 26 and will get started on the Equity Assessment document. A newsletter went out recently and was well received and plans are to make it a monthly newsletter. The request for an email account to be set for the Equity Council in general for staff, parents and students to use will be ready in the next couple of weeks.*
- b. Financial Report – G. Lopez
  - i. Bank Reconciliation April (attached)
  - ii. Consolidated Board Report  
*Both items were presented in the Audit/Finance Meeting. No questions by Board.*
  - iii. Audit Final SY 20-21 -this has been posted on the website and there were no findings for this audit for PCA.
  - iv. Recommendation of Financial Items for Board Approval from the Finance Committee
    - a. BAR 020-005-2122-0019-I

RESOLVED: BAR Approved. Motion passes unanimously.

- b. Pearson Invoice 17889443 March
- c. Pearson Invoice 17957822 March Supplemental

RESOLVED: Invoice 17889443 and Invoice 17957822 approved. 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. Approval of Minutes from the April 19, 2022, Meeting (attached)

RESOLVED: Minutes approved. Motion passed unanimously.

#### VI. Action Items

- a. Schedule Changes/Withdrawal Pass (WP)/Withdrawal Fail (WF) Procedures Policy (Discussion/Vote)-*this addresses students who wish to change their class or wish to withdraw from a class and how that may reflect on their transcript.*
- b. High School Equivalency Credential Policy (Discussion/Vote)-*this will address students who wish to pursue a General Education (GED) or High School Equivalency (HSE). And how Pecos Cyber Academy would process that request.*
- c. High School Dual Credit Policy Change-Student Handbook (Discussion/Vote)-*defines how dual credit works at Pecos Cyber Academy and how credits are awarded and any restrictions on how many dual credit classes can be taken per semester.*
- d. PCA Policy Addition/Change Student Schedule (Discussion/Vote)-*this was amended no to be addressed.*

RESOLVED: Schedule Changes/Withdrawal Pass (WP)/Withdrawal Fail (WF) Procedures Policy, High School Equivalency Credential Policy, and High School Dual Credit Policy changed Approved. Motion passed unanimously.

- e. School Calendar SY 22-23 (Action/Approval)-*the SY 22-23 Calendar approved last Board meeting was incorrect and needed to be corrected. Board must approve the School Calendar before it can be submitted with the Budget for SY 22/23*

RESOLVED: School Calendar SY 22-23 approved. Motion passed unanimously.

- f. NMPED Budget for SY 22-23 (Action/Approval)-*Power Point presentation by Gloria Lopez to the Board. Highlighted sections of the Budget such as 2022-23 State Equalization Guarantee (SEG), Instruction, Support Services, Support Services Instruction, Support Services the Governing Board, School Administration, Central Services, Administration Building, and the New Levels for Teachers starting salaries.*

RESOLVED: New Mexico Public Education Department (NMPED) Budget for SY 22-23 approved. Motion passed unanimously.

- g. Salary Schedule for Teachers SY 22-23 (Action/Approval)-*Pecos Cyber Academy to use the NMPED salary schedule for teaching staff.*

RESOLVED: Salary Schedule for Teachers SY 22-23 approved. Motion passed unanimously.

VII. Information Items

- a. Overview of Assessments - *Kelli Loudermilk explained that the NMPED Assessment department extended the testing window for the state to Wednesday May 11. There will be a few students testing this week. Currently testing completion is at 94.38%. If each of the students scheduled tests it may get PCA to the required 95%. No questions.*
- b. Training with Dr. Hollie - *Kelley Fontanilla relayed how Dr. Hollie presented and worked with PCA staff in regard to the Cultural, Linguistic, Response Framework that PCA is working to implement in our school culture. He was such a great speaker that some of the staff have requested to attend Profession Development seminars with Dr. Hollie over the summer.*

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 Contract SY 22-23**

*Before going into Executive Session Kyla Anderson stated the next meeting will be on Tuesday May 24 at 5 p.m.*

*Dr. Kim Hite-Pope and Daelena Potter (Special Education Director) advised the Board members present that a document would be sent via email through docu-sign requiring their signatures for the IDEA B application being submitted for those funds.*

Adjourned to Executive Session at 5:47 p.m.

Return from Executive Session at 6:42 p.m. Roll Call to return conducted. Items discussed was that on the Agenda. No action taken. All approved unanimously

IX. Adjournment- 6:44 p.m.

Next Meeting is a Special Meeting Date – Tuesday, May 24, 2022, at 5:00 p.m.