



Pecos Connections Academy (PCA)
MINUTES OF THE BOARD MEETING
Tuesday July 20, 2021

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

<https://zoom.us/j/97571353751?pwd=NWhtbmp5SVNrVkhIY2h2VGhUbzlNdz09>

Meeting ID: 975 7135 3751 Passcode: 250767

I. Call to Order and Roll Call

Ms. Anderson called the meeting to order at 4:14 pm. The meeting was open to the public and held via the Zoom conference platform due to the state precautions regarding public health and safety during the COVID-19 Pandemic. Ms. Anderson conducted a Roll Call.

Board Members Present: Kyla Anderson, Jennifer Sears, and Vivan Cullen (via phone and zoom video conference)

Board Members Absent: Brandy Tillian

Guests Present: Dr. Kim Hite-Pope (School Leader); Gloria Lopez (Business Manager); Daelena Potter (Special Education Director); Freda Daugherty (High School Principal-Bilingual Director); Kelli Loudermilk (Middle School Principal-Assessment Coordinator); Kelley Fontanilla (Elementary Principal-MLSS Coordinator); Lorissa Marshall (Manager of Counseling); Charli Poe (School Counselor); and Amy Begay (School Attendance Coordinator-Board Meetings Liaison) all attendees via phone or Zoom video conference.

II. Public Comment

There were no public comments at this time.

III. Acceptance of Resignation of Board Member, Ms. Johnston

Ms. Cullen motioned to approve the resignation of Ms. Johnston; the motion was seconded by Ms. Sears as follows:

RESOLVED, that the resignation of Ms. Johnston, from the Pecos Connections Academy Board of Directors, is hereby approved.

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

IV. Routine Business

a. Approval of the Agenda

Ms. Anderson asked the Board to review the Agenda distributed prior to the meeting. No changes were needed. A motion to approve the agenda was made by Ms. Sears and seconded by Ms. Cullen.

RESOLVED, that the Agenda for the July 20, 2021 Pecos Connections Academy, Inc. Board of Directors Meeting, is hereby approved.

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

V.

A. Oral Reports

a. School Leader's Report

i. Update Charter Renewal and STARS Coordinator

Dr. Hite-Pope provided the Board with an update on work being done for the renewal. Dr. Hite-Pope stated that the school has hired its own STARS Coordinator to start in mid-August.

b. PDP (Professional Development Plan) calendar (attached)

Dr. Hite-Pope presented the Professional Development (PDP) Calendar for the School Staff for the weeks leading up to the first day of school.

c. Pecos Connections Academy (PCA) Theme: "Live Every Week Like It's Shark Week!"

The Theme for the PDP will be "Live Every Week Like It's Shark Week!", this is meant to be a way to get the staff to have some fun while going through Professional Development trainings.

B. Financial Report

i. Bank Reconciliation (attached)

Ms. Lopez reviewed the bank reconciliation documentation, as included in the Board materials, including all the statement balances.

1. New Mexico Public School Insurance Authority Invoice

Ms. Lopez presented the Invoice from the Insurance Authority and explained why the Invoice is higher than last year's invoice; further, she explained that the budgeted amount for this will need to adjusted and that it is on the BAR to be approved.

2. Pearson Invoice June 2021

Ms. Lopez presented the June Invoice from Pearson. Ms. Lopez stated that the amount of the total would need to adjusted and will be discussed with Pearson. The adjusted amount will be \$2,000,200

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

Ms. Lopez reviewed the financial report included in the Board meeting packet, highlighting the budget and forecasting areas of the financial statements. She reviewed the School's revenue and expense statements and consolidated report with the Board.

1. Approval of Budget Adjustment Reports (BAR)
 - a. BAR 020-005-2122-0001M

Ms. Lopez discussed the New Mexico Insurance Authority Invoice and the Pearson Invoice for June. The other items on the BAR are for the new Pecos Cyber Academy Website and for Communications. There being no further discussion, Ms. Cullen made the following motion, and the motion was seconded by Ms. Sears as follows:

RESOVED, that the Pearson Invoice and the Insurance Authority Invoice as discussed, is hereby approved.

RESOLVED, that the Budget Adjustment Report (BAR) 020-005-2122-0001M as discussed is hereby approved.

A roll call vote was conducted; the 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 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 motion as made by Ms. Cullen and seconded by Ms. Sears as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 21, 2021 Meeting (attached)

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

VI. Action Items

a. New Mission statement (as follows)

"The mission of PCA is to empower all students to embrace learning, achieve their personal best and build their emotional, social, and physical well-being through a quality virtual learning community".

Dr. Hite Pope introduced the New Mission statement and stated that since the school will be known as the Pecos Cyber Academy that a new Mission statement was required. There being no further discussion, a motion was made by Ms. Cullen and seconded by Ms. Sears as follows:

RESOLVED, that the New Pecos Cyber Academy Mission statement as discussed are hereby approved.

A roll call was conducted; the motion passed unanimously.

b. Approval of Board Meeting Dates SY 21-22 (attached)

Dr. Hite-Pope introduced the School Year Calendar for 2021-2022 with the dates of the Board meetings. There being no further discussion, a motion was made by Ms. Cullen and seconded by Ms. Sears as follows:

RESOLVED, that the New Pecos Cyber Academy Board meeting dates as discussed are hereby approved.

A roll call was conducted, the motion passed unanimously.

c. Review and Approval of Ms. Cullen as Vice President

Ms. Anderson presented the approval of Ms. Cullen as the Vice President of the Board. There being no further discussion, a motion was made by Ms. Sears, and seconded by Ms. Cullen.

RESOLVED, that the New Pecos Cyber Academy Vice President as discussed is hereby approved.

A roll call was conducted; the motion passed unanimously.

d. Review and Approval of the New Secretary for the Board

Ms. Anderson stated that since Ms. Tillian was not present this item will be tabled until the next Board Meeting in August of 2021.

This item was tabled.

e. Review on finding a new Governing Council Member

There was a brief discussion by Ms. Anderson, Ms. Cullen and Ms. Sears.

No Action was taken.

f. New Pecos Cyber Academy logo-colors (attached)

Ms. Daugherty introduced the new school logo and stated that a student of the school who will be a Senior this school year came up with the design. There being no further discussion, a motion was made by Ms. Sears, and seconded by Ms. Cullen to adopt the new school logo.

RESOLVED, that the New Pecos Cyber Academy will adopt this logo as discussed is hereby approved.

A roll call was conducted; the motion passed unanimously.

g. PCA Employee Handbook SY 21-22

Ms. Loudermilk presented the Employee Handbook. It was decided that the handbook needed an adjustment- to the name of the School to Pecos Cyber Academy. There being no further discussion, a motion was made by Ms. Sears, and seconded by Ms. Cullen to adopt the handbook.

RESOLVED, that the New Pecos Cyber Academy will adopt this Employee Handbook with the adjustment as discussed is hereby approved.

A roll call was conducted, the motion passed unanimously.

h. PCA Student Handbook SY 21-22

Ms. Loudermilk presented the Student Handbook, it was noted that two adjustments would be needed to the handbook (1) change the name of the Handbook to Pecos Cyber Academy (2) and the term Supplement should be removed. There being no further discussion, a motion was made by Ms. Sears, and seconded by Ms. Cullen.

RESOLVED, that the New Pecos Cyber Academy will adopt this Student Handbook with the adjustments, as discussed is hereby approved.

A roll call was conducted; the motion passed unanimously.

VII. Information Items

a. Ancillary Services Request for Proposal Awarded

Ms. Potter presented the names of the Ancillary Services that were awarded: Hurtado Speech; Dr. Larry Zamora for Diagnostician and psychology.

IX. Adjournment and Confirmation of Next Meeting Date

Ms. Anderson noted that the Board was at the end of its agenda and that it was time to Adjourn, a motion was made by Ms. Cullen and seconded by Ms. Sears as follows:

RESOLVED, the Pecos Cyber Academy Board meeting was at adjournment at 5:01 pm and that the next Board Meeting is Tuesday, August 24, 2021 at 4:00 p.m.

A roll call was conducted; the motion passed unanimously.