



NEW MEXICO VIRTUAL ACADEMY **MINUTES**

Governing Council Meeting, August 30, 2017 at 6 p.m.
Farmington Learning Center
845 N. Sullivan Ave. Farmington, NM 87401
Conference Line: 1 888 824.5783 Conference Code: then # 39947341

I. Call to order

- A. Roll Call – determination of quorum *Board Members present DeLea Taylor, Cory Lee, Erin Muffoletto and Larry Palmer. Others in attendance Amy Begay, Carla Morález, Lorraine Nobes new Operations Manager, Patti Matthews, Sean Fry and Kelli Loudermilk.*
- B. Agenda (Discussion/Action)- *Motion to Approve Agenda Larry Palmer’ 2nd by DeLea Taylor.*
- C. Minutes of July 26, 2017 (Discussion/Action)-*Discussion of the Therapy Agreement the second sentence should read “NMVA had billing and contractual issues.” Then next is two sentences that should be put together “Diagnostics for student **with the former** service”. In another part of the paragraph it should read “Documentation, other company’s vs E-Therapy **that** were looked at?” And lastly near the end of the paragraph It should read, “**Carla asked** if there were any questions? Patti Matthews requested **that she** look over the document”. Motion to amend the minutes as read by Larry Palmer by DeLea Taylor 2nd Becky Ferris. Unanimous decision, motion approved.*

II. New Business

- A. Executive Committee (Discussion/Action)-*Cory Lee says he would like to form an Executive Committee that would look at the re-authorization process and he would like Larry Palmer, DeLea Taylor and himself on the committee. Patti asked about the issue of this committee being considered a Quorum and if it is allowable. Patti stated that no, that 4 members of the board would considered a Quorum and that this would be allowable. The re-authorization would be very similar to the process that was done for the Appeal to Farmington Municipal School District. Motion to approve the committee Larry Palmer; 2nd Erin Muffoletto All vote yea but DeLea Taylor would not like to vote the committee action. DeLea feels an amendment should be made that all Council members be pulling their own weight. That everyone should be making an effort. Cory Lee open for discussion on this topic but DeLea Taylor just asked that the meeting move on or should would walk out and never return. Motion approved.*
- B. Governing Council Confidentiality Policy (Discussion/Action) -*Cory Lee proposed the confidentiality policy agreement in terms of protecting New Mexico Virtual Academy, during reauthorization and dealing with Farmington Municipal School District. Cory asked if there were any questions? Patti Matthews stated that the policy is somewhat redundant. Motion to approve the policy Erin Muffoletto; 2nd Larry Palmer. Unanimous decision, motion approved.*

III. Business Manager and Financial Report

A. July Financials-*Sean Fry stated finances are fine at this time. The bank account has a balance over \$300,000 now. The school is expecting just over 3 million for this year's budget. There may be changing of some budget lines do to a change in salary and positions coming up.*

GC Report-(Discussion/Action)- *Basically NMVA has positive Budget Authority.*

NMVA Bank Reconciliation-(Discussion/Action)- *the August reports will have more details.*

Motion to approve the July Financials, GC Report, and the Bank Reconciliation by Larry Palmer; 2nd Erin Muffoletto. Unanimous decision, motion approved.

B. K-12 Invoices (Discussion/Action)-*this invoice is the last for last school year.*

1. 5393 Student Computers

Motion to approve invoice 5393 by Larry Palmer; 2nd DeLea Taylor. Unanimous decision, motion approved.

- IV. Director's Report Carla Morales- *Carla announces the school has the STAR 360 testing under way. Some students have not tested yet including new incoming students. The testing is under the supervision of the teachers in the Blackboard room. For the start of school there have been multiple Orientations held for students and Parents/Guardians. Teacher have office hours this year. The Service Learning for the month of September will be "Be Prepared." Carla stated she is working with Lorraine, Cory and Kelli Loudermilk on marketing strategies. Carla talked with Dr. Schmidt and discussing marketing in San County and he was ok with the it. Carla stated they are leaning toward Grass roots marketing. School currently has approximately 460 students enrolled. Some students have not returned and will be Withdrawn and may not get the school dinged on the dropout rate. Jamie Sowers resigned due to personal issues but he will help on a contractual basis. DeLea Taylor states she would like Jaime to have an exit interview so there is documentation for the reason of the exit Carla stated she did not want to air personal issues in an open public meeting. Delea stated people who apply for the Special Education Director should be told that the virtual job is a demanding position. It need to be very clear and that the parameters of the job demand people travel. We need to make sure that we have the right people wanting to work in this position. Carla stated she has been making every effort in making it clear that this is a real job and that it would include working with Farmington Municipal School(FMS) Exceptional Programs Office (EPO) and that this is an intense position. DeLea wanted to know where in the line of applicants did Jaime fall. Carla stated there were three applicants for the position and the first candidate turned down the offer before the contract was offered. Jaime was then picked.*
- V. K-12 Report-Lorraine Nobes lives in Rio Rancho NM. *Lorraine expressed her thanks for the Governing Council having her at the meeting. Lorraine shared that she started with K-12 in August 2017. Lorraine brought up her Agenda she would cover in this meeting. The status of Enrollment, withdrawals, and retention of student. Enrollment update just before the meeting and the school is currently at 449 students. Of those students 17.5% are Special Education students which is about average for a school. The Withdrawals for August the 8th, 9th, and 10th grades are the highest percentage. Right now, the percentage of the grades are in High School vs. the Middle School. Retention refers to why the students are leaving vs staying. So, this will be look at going forward. And of course, the withdrawal information is plugged into the NMPED system. Right now, parents are being held accountable for attendance but they are not following through. Where in Brick and Mortar school's parents get turned into the Truancy office it's the law.*

The W-3 code used is a ding against the school on the drop out report. A no show in August and record the record request in PowerSchool Lorraine state they had great success with that at her previous school. Lorraine said she would look at our Withdrawal process and see if anything needs to be addressed. Right now, New Mexico Virtual Academy's population is heavy in High School. But research has shown that if students start in the 6-8 grades the student is more successful in the virtual setting. That concludes Lorraine's presentation. Lorraine asks if there are any questions??

- VI. Public Input-*No public input*

- VII. Adjournment. -*Motion to Approve adjournment Becky Ferris; 2nd DeLea Taylor. Unanimous decision. Motion approved. Adjournment at 6:49 pm*

- VIII. Individuals with disabilities who need any form of auxiliary aid to attend or participate in this meeting, please contact Amy Begay at 505-436-2383 by five days prior to the scheduled meeting. Upon request, public documents, presented to the public during the meeting will be provided, in the accessible form necessary to the individual requesting the particular-auxiliary aid.