



NEW MEXICO VIRTUAL ACADEMY

MINUTES

Governing Council Meeting, October 25, 2017 at 6 p.m.

Farmington Learning Center

845 N. Sullivan Ave. Farmington, NM 87401

Conference Line: 888-824-5783 Conference Code: 39947341

Blackboard: <https://sas.illuminate.com/m.jnlp?sid=559&password=M.269802EE9C36045D56051FA775F956>

- I. Call to order: 6:12 pm
 - A. Roll Call – determination of quorum *Board Members present Larry Palmer, Nikki Sandoval-Belt, Cory Lee, DeLea Taylor, and Erin Muffoletto. Others in attendance Amy Begay, Lorraine Nobes Operations Manager, Sean Fry, Patty Matthews, William Johnson, Traci Neff and Jung Yung.*
 - B. Agenda (Discussion/Action)-*Patty Matthews wanted to discuss the policies on the Agenda. The Leave Policy conflicts with the policy in the Employee Handbook. Also, Patty recommended that the Dual Credit Policy be amended or tabled as there is some confusion about it. The confusion about the core classes and what the NMVA board would approve. By law, Dual Credit, only precludes remedial classes for Graduation. Secondary entity has course, one could get Dual Credit for it. There seems to be confusion about Farmington as to they do the same or not, as New Mexico Virtual Academy. Patty Matthews, apologizes for jumping ahead in the discussion of the policies and states she is done for now. Motion to approve the Agenda Larry Palmer; 2nd Erin Muffoletto. Unanimous decision, motion approved.*
 - C. Minutes for Approval September 27, 2017 (Discussion/Action)
 - D. Minutes for Approval Special Meeting October 3, 2017 (Discussion/Action)-*Motion to approve both the September 27, 2017 minutes and the Special Meeting October 3, 2017 meeting by DeLea Taylor; 2nd by Erin Muffoletto. Unanimous decision, motion approved.*
- II. New Business
 - A. EF Tours Trip sponsored by Tamara Piburn (Discussion/Action)-*Tamara greets everyone and says the trip being discussed will be on the Eastern Seaboard in June 8-14. Locations would include Washington DC, New York City, Boston and Philadelphia. EF Tour offers an insurance for all students and staff. This would be an after-school group and would like the School to endorse the group and trip. The trip is available to students in grade 6-12 and each student would earn an elective credit for the trip. Costs to the school would be zero. School does not pay for the insurance liability, the students, or chaperones. The students would raise the funds themselves through different fundraisers for the rest of the year. Patty Matthews would like to know more about the \$50 million liability insurance the Tour company is referring to as it may not actually cover liability to the school itself. Tamara Piburn states that there will be other schools on the tour at the same time, so the costs are lower with having a large group. Tamara asks if the council would approve the idea of the trip under NMVA. Patty Matthews requested a copy of the liability insurance Tamara referenced. Patty suggests the Council approve the Tour provided she gives the approval of the insurance liability being offered. Motion to Approve the EF Tours trip provided Patty Matthews ok by Larry Palmer; 2nd by DeLea Taylor. Unanimous decision, motion approved.*
 - B. New Governing Council Member Traci Neff (Discussion/Action)-*Cory Lee introduces Traci Neff and asks her to tell a little about herself. She is the Administrator at the San Juan Juvenile Detention Center and is familiar with New Mexico Virtual Academy's platform. Traci says she would like to support the school. She is interested in benefiting the population she helps. She feels she would be a good fit for the*

Board. Traci Neff says she is on the Sentencing Commission, Juvenile alternatives, State Governing alternative to Detention, State Wide Detentions Treasurer, Parish Council and a PTA member at Piedra Vista High School for student projects and Senior projects. DeLea asks if Traci has a couple of months for NMVA? Can you do so? Traci answers yes, she can provide time to NMVA. She stresses that it really matters the Education to those who do not get a chance. Giving time to help provide that to those who need the help. Nikki Sandoval-Belt comments about the time commitment and that Traci is over qualified and could give the board an insight and should be welcomed. Traci is asked about the training required for the Board Members with Patty Matthews can she do 8-10 hours of training? Yes, she can do the training. It is relayed to Traci that the training will be part virtual and part live summits in Albuquerque. Traci states that is not a problem. Traci will get communication from Amy specifically about the length of term for members. Unless she is replacing an officer of the Board the term to be 2 yrs. If she is replacing a board member, then it is stated in the By-Laws. Patty Matthews asked if NMVA has a list of the when members are voted in and when officers are voted in or not. It was determined that there was not a running list. Patty Matthews requested Amy Begay get an update list to be on hand going forward. Sean Fry stated he had most of a list of the memberships and dated just need one or two updated. Sean Fry stated that Becky Ferris's seat is not a vacant seat. Nikki Sandoval-Belt stated she would like to resign her seat to Traci but would stay on if needed to the end of May 2018. Cory Lee asked Traci if she had any questions, she stated No. DeLea Taylor asked if Traci would fulfill the commitment Traci stated Yes. DeLea Talor asked Traci if she was approached by someone of the board and if so what kind of previous knowledge does Traci of the Governing Council of New Mexico Virtual Academy? Traci stated she met Cory about maybe joining the Governing Council of NMVA but that was all that was discussed. DeLea then asked if Traci was told about any of the positions of Council Members or Staff and any goings on at the school itself at all? That it has been a tumultuous 5 years at NMVA and for the Board. Nikki Sandoval-Belt stated she was the one who approached Traci about joining the NMVA Governing Council because Traci is Nikki's husband boss and Nikki felt Traci would be a good fit for the school. Cory Lee any other discussion? None. Motion to Approve Traci Neff to the NMVA Governing Council by Larry Palmer; 2nd by Nikki Sandoval. Unanimous decision, motion approved.

C. Policy G-21 Leave Pay Policy (Discussion/Action)

D. Policy G-022 Deadline for Employments Status Changes (Discussion/Action)

E. Policy I-010 Dual Credit for Elective and Core Courses (Discussion/Action)-Cory Lee as per Patty Matthews was saying at the beginning of the meeting these policies, in items C, D, and E. listed here need to be tabled for further review by Patty and the Governing Council. The Dual Credit policy does need to have the language changed to reflect how the Dual credit is written by the State. Patty requested a copy of the current Dual Credit Policy to review to draft a copy for the next meeting. Motion to approve tabling the policies listed in items C, D, and E by Larry Palmer; 2nd by Nikki Sandoval-Belt. Unanimous decision, motion approved. Larry Palmer suggests that in the future Policies need to be drafted and sent to Patty Matthews for review, then sent to the Council for review before being placed on the Agenda for a vote. All members agree.

III. School Presentation – Angela Cano

A. Service Learning Projects-Angela Cano begins stating when she was able to go to the K-12 meeting in Dallas she learned a lot of things from staff of other schools. Mainly that when they do their service learning projects the whole participates on the same day. The NMVA service learning project for this month was the Anti-Bullying Project. We had good weather around the



state for the event. Student were encouraged to bring a T-Shirt to create their own NMVA anti-bullying logos, with permanent markers or fabric paint pens. We had events in Farmington, Las Cruces, Clovis, Albuquerque and Taos. It was communicated to families there would also be a Virtual Event if they could make it to any of those locations. The t-shirts were entered a school wide contest and the winners will be selected at the next staff meeting. Angela stated the next project being looked at for Service Learning to happen between Thanksgiving and Christmas Blanket Drive or a Toy Drive. Since both November and December will be short months. Doing this month's service learning worked out well so more students and staff could attend. Currently Angela is working on her Master's Degree and she is finding that building relationships with the students and putting them first is key and making them successful.

IV. Old Business

- A. Executive Committee (Discussion)-K-12 had 2 meetings set up with potential authorizers in November. William Johnson states that another district also showing interest. That K-12 Lobbyists will pursue that avenue between this board meeting and the next board meeting.

V. Business Manager and Financial Report

- A. September Financials and Governing Council Report (Discussion/Action)-Sean Fry started with the September revenues have come in and NMVA now has a Quarter of its portion of allocation for the year. Still have about 2.4 million to receive. And there is about \$84, 000 in the Operational fund currently. NMVA may incur a negative balance in testing later in the year. If necessary, an BAR could be issued to move the necessary funds. Currently waiting for more information to come regarding this line of allocation. The Student Library fund is not a cash basis fund but by reimbursement as the reimbursement follows the set standard. There is a fluctuation in IDEA A regarding the Special Education Coordinator. NMVA had \$233,587 in Expenses with large Upfront costs from K-12. Currently the bank balance is \$531,350.85. the BAR 001-1 the Allocation for a new Library on a 3-yr. cycle the balance is \$8377.00. The invoices 6219 the September charges for students Materials for \$37575.50 The invoice 6140 for the On-Line School (OLS) for \$12,975.00 and the Invoice 6098 for student computers for \$29,750.00 The September invoices totals if continue for the rest of the year could total over \$600,000 for the year. There were more withdrawals by 7 students, than last year. And that Enrolled student's estimation of 575 up to 40 Day should have decreased the cost not increase them. Comparison to last year the costs are up. More research into the issue must be made and Sean Fry stated he would get with K-12 financial people and see what is going on. And see if NMVA is being over charged and see if possible credit on future invoices. Sean Fry expresses his concerns about the current trend in these costs. Lorraine Nobes, Operations Manager, suggests that the credit recovery courses may be part of the increase as ordering courses and the materials for those courses increase costs. Cory Lee asks if NMVA should hold off on paying the invoices until an investigation is done. Sean says no that it is best practice to pay the invoice and if need be K-12 can reinvoice and if needed give NMVA a credit if over charged. Motion to approve the reports, invoices and the BAR by Erin Muffoletto; 2nd by Cory Lee. Unanimous decision, motion approved.
- B. September NMVA Bank Reconciliation-(Discussion/Action)
- C. K-12 Invoices (Discussion/Action)
 - 1. 6140Upfront fees students
 - 2. 6098 Upfront fees Student Computers
 - 3. 6219 Student Materials

D. BARS (Discussion/Action)

1. 0001-1 Student Library Fund

- VI. Director's Report-Carla Morález-Kelli Loudermilk to give the Presentation for the Director Ms. Morález who is at Advanced Ed training. During Fridays Professional Development meetings staff had Renaissance Learning Training which is NMVA new assessment testing tool. The trainer went over Instructional tools that can utilized from the program as well as how to develop strategies. Also, Kelli said she went over the Test Security training for the staff for testing needed for the Seniors Retakes in November. Also, staff went over Improvement, Engagement and Attendance plan such as making phone calls and additional office hours. NMVA just wrapped up the second cycle of assement testing which is like the state testing that each school must have 95% of the student body test in Reading and Math. Any Questions?? None.
- VII. K-12 Report Lorraine Nobes-Enrollment as of today is at 481 students. The withdrawals at NMVA shown in the graph those who transferred, were withdrawn due to 10 days or more absent, those that went to a GED program, a non -PED school or traditional homeschool. Passing rates from last year to this year currently are following the trend. Lorraine states she will be at the Center on October 26th to meet with the school registrar Erin Benally about the Grad Plan and that Erin is really picking the Plan quickly. Lorraine is impressed with Erin as she is just one person working on the Grad Plan and is doing well even without a Guidance Counselor on staff. And making head way. Other K-12 schools have larger staff working on this and struggling. Any questions?? None
- VIII. Public Input-None
- IX. Adjournment-Motion to Adjourn the meeting by DeLea Taylor; 2nd Erin Muffoletto. Unanimous decision, motion approved. Meeting adjourned at 7:52 pm

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 schedule 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.