

**Figure 39. Amendment Requests**

<b>Material Term</b>	<b>Proposed Change</b>	<b>Justification</b>
<p>Mission-Specific Indicator 2.d Exhibit 4.1, Page 6</p> <p>2.d. The number of students completing one or more advanced STEM courses with a C grade or better will equal at least 5% of total student enrollment for whom advanced STEM is available.</p> <p>Note: Advanced STEM is defined as any STEM course above the chronological grade level for a student or a course that is labeled as Honors, Advanced Placement, or Dual Credit.</p> <p>Goal as most recently negotiated:</p> <p>2.d. All students who are eligible will be strongly encouraged to enroll in advanced STEM courses.</p> <p>Note: Advanced STEM is defined as any STEM course above the chronological grade level for a student or a course that is labeled as Honors, Advanced Placement, or Dual Credit.</p>	<p>We propose changing Indicator 2.d to the following:</p> <p>2.d. NMCA will offer at least 40 advanced STEM courses each year.</p> <p>Note: Advanced STEM is defined as any STEM course that is an advanced elective beyond those science and math courses required for graduation. These courses are often labeled as Honors, Advanced Placement, or Dual Credit.</p>	<p>After four years of operation, our Governing Council has a better sense of the student populations who need and enroll in our school. Many students enroll below grade-level and credit deficient. They transfer to our school because their previous model of schooling was not a good fit.</p> <p>We will continue our STEM focus, but proposes changing Indicator 2.d to a goal the school can control – the number of advanced STEM courses the school offers – rather than a goal the school cannot control – the number of students who choose to enroll in advanced STEM courses and how they perform.</p>
<p>Organizational Performance Framework Indicator 1.g Exhibit 4.1, Page 13</p> <p>1.g. Did the school meet the following recurrent enrollment goals?</p> <p>N/A since the School is in its first year and all students will enroll in the first year.</p> <p>Please note there is some discrepancy in the current calculation of this goal, as explained in B.3.b of this application.</p>	<p>We propose codifying the Organizational Framework Indicator 1.g regarding recurrent enrollment that was previously negotiated with the CSD:</p> <p>1.g. Did the school meet the following recurrent enrollment goals?</p> <ul style="list-style-type: none"> <li>During the spring semester of the school year students shall complete letters of intent to reenroll. That number of letters received serves as a baseline for next year's enrollment.</li> </ul>	<p>As a public school of choice, we can encourage, but not force, students to reenroll. We can have more of an effect on this goal than the standard goal of reenrolling 85% of all eligible students, regardless of whether those students considered returning or only needed a virtual learning model for a year.</p> <p>Students may leave to pursue a GED, move out of state, or return to their neighborhood schools. Students often enroll in a virtual school due to a unique challenge (e.g., illness, bullying, anxiety/depression, being off-cohort). Once these temporary academic and social challenges are</p>

	<ul style="list-style-type: none"> <li>• Meets Standard 85% of those students indicating they would return do in fact reenroll in the following fall semester.</li> <li>• Working to Meet Standard Between 50-84% of those students indicating they would return do in fact reenroll in the following fall semester.</li> <li>• Falls Far Below Standard 50% or fewer of those students indicating they would return do in fact reenroll in the following fall semester.</li> </ul>	<p>managed or solved during their time in a virtual school, they may choose to re-enroll in a traditional school. This should be considered a success!</p> <p>For many students, our school will be a perfect option and will help them to achieve their educational goals, but for other students, our school will not be the best educational option. We recognize virtual schools may not be a good fit for every child and to recommend otherwise in order to meet a “recurrent enrollment” goal would be a disservice to students and families. We therefore hope the PEC will consider the goal as negotiated between the CSD and NMCA to focus on students who wish to continue with their enrollment.</p>
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## STATE CHARTER SCHOOL CHANGE/AMENDMENT REQUEST FORM

This Request Form **MUST** include a copy of the governing body minutes from the meeting at which the amendment was approved.

Please complete and submit this form to: Attorney for the Public Education Commission, New Mexico Attorney General's Office, P.O. Box 1508, Santa Fe, NM 87504

And

Amendment Request, Public Education Department, Charter Schools Division, Room 301, 300 Don Gaspar, Santa Fe, NM 87501, [charter.schools@state.nm.us](mailto:charter.schools@state.nm.us)

Name of State-Chartered School: New Mexico Connections Academy

Date submitted: 10/3/2017      Contact Name: Ramoncita Garcia

E-mail: [rarguello@nmca.connectionsacademy.org](mailto:rarguello@nmca.connectionsacademy.org)

Current Charter Application or Contract Section and Page	Current Charter Statement(s)	Proposed Revision/Amendment Statement(s)	Rationale for Revision/Amendment	Date of Governing Body Approval
Organizational Performance Framework Indicator 1.g Exhibit 4.1, Page 13	1.g. Did the school meet the following recurrent enrollment goals?  N/A since the School is in its first year and all students will enroll in the first year.  Please note there is some discrepancy in the current calculation of this goal, as explained in B.3.b of this application.	We propose codifying the Organizational Framework Indicator 1.g regarding recurrent enrollment that was previously negotiated with the CSD:  1.g. Did the school meet the following recurrent enrollment goals?  • During the spring semester of the school year students shall complete letters of intent to reenroll. That number of letters received serves as a baseline for next year's enrollment.  • Meets Standard: 85% of those students indicating they would return do in fact reenroll in the following fall semester.	<i>As a public school of choice, we can encourage, but not force, students to reenroll. We can have more of an effect on this goal than the standard goal of reenrolling 85% of all eligible students, regardless of whether those students considered returning or only needed a virtual learning model for a year.</i>  <i>Students may leave to pursue a GED, move out of state, or return to their neighborhood schools. Students often enroll in a virtual school due to a unique challenge (e.g., illness, bullying, anxiety/depression, being off-cohort). Once these temporary academic and social challenges are managed</i>	9/26/2017

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		<ul style="list-style-type: none"> <li>• Working to Meet Standard: Between 50-84% of those students indicating they would return do in fact reenroll in the following fall semester.</li> <li>• Falls Far Below Standard: 50% or fewer of those students indicating they would return do in fact reenroll in the following fall semester.</li> </ul>	<p>or solved during their time in a virtual school, they may choose to re-enroll in a traditional school. This should be considered a success!</p> <p>For many students, our school will be a perfect option and will help them to achieve their educational goals, but for other students, our school will not be the best educational option. We recognize virtual schools may not be a good fit for every child and to recommend otherwise in order to meet a "recurrent enrollment" goal would be a disservice to students and families. We therefore hope the PEC will consider the goal as negotiated between the CSD and NMCA to focus on students who wish to continue with their enrollment.</p>	
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Original Signature of Governing Council President or Designee: \_\_\_\_\_

Date: 10/3/2017

Printed Name of Governing Council President or Designee: Mark Boitano

Mark Boitano

Public Education Commission use only

Public Education Commission Chair: \_\_\_\_\_

Date: \_\_\_\_\_

# STATE CHARTER SCHOOL CHANGE/AMENDMENT REQUEST FORM

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☐ APPROVED

☐ DENIED

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This Request Form MUST include a copy of the governing body minutes from the meeting at which the amendment was approved.

Please complete and submit this form to: **Attorney for the Public Education Commission**, New Mexico Attorney General's Office, P.O. Box 1508, Santa Fe, NM 87504

*And*

Amendment Request, Public Education Department, Charter Schools Division, Room 301, 300 Don Gaspar, Santa Fe, NM 87501, [charter.schools@state.nm.us](mailto:charter.schools@state.nm.us)

**Name of State-Chartered School:** New Mexico Connections Academy

**Date submitted:** 10/3/2017      **Contact Name:** Ramoncita Garcia

**E-mail:** [rarguello@nmca.connectionsacademy.org](mailto:rarguello@nmca.connectionsacademy.org)

Current Charter Application or Contract Section and Page	Current Charter Statement(s)	Proposed Revision/Amendment Statement(s)	Rationale for Revision/Amendment	Date of Governing Body Approval
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	<p>encouraged to enroll in advanced STEM courses.</p> <p>Note: Advanced STEM is defined as any STEM course above the chronological grade level for a student or a course that is labeled as Honors, Advanced Placement, or Dual Credit.</p>			
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Original Signature of Governing Council President or Designee:  Date: 10/3/2017

Printed Name of Governing Council President or Designee: Mark Boitano Mark Boitano

Public Education Commission use only	
Public Education Commission Chair: _____	Date: _____
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	



New Mexico Connections Academy (NMCA)  
MINUTES OF THE GOVERNING COUNCIL MEETING  
Tuesday, September 26, 2017 at 9:00 a.m. MT

Held at the following locations and via teleconference:

4001 Office Court, Suite 201-204  
Santa Fe, NM 87507  
and  
4801 Hardware Dr. NE  
Albuquerque, NM 87109

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**I. Call to Order and Roll Call**

Mr. Boitano called the meeting to order at 9:08 a.m. when all participants were present and able to hear each other. The school location was open to the public. Mr. Boitano conducted a Roll Call.

Governing Council Members Present: Mark Boitano (in person at Albuquerque location); Jerry Schalow and Paul Gessing (via phone);

Governing Council Members Joined During Meeting: Patrick Chavez (via phone);

Guests Present: Ramoncita Garcia, School Principal; Justine Vigil, School Business Manager; Mari Adkins, School staff (in person at Albuquerque location); Debbie Vigil, Amy Earle, and Tammy Woffinden, School staff; Lupita Martinez, Governing Council candidate (in person at the Santa Fe location); Jean Woodward, Julieann Quintana, Shawna Sanchez, Jolene Ortiz, Jennifer Lawson, Christine May, Jolene Lenora, Laci Lockwood and Craig Lockwood, School staff; Anna Harb, Governing Council candidate; Bryce Adams, Jay Ragley, Tanya Lee, Ray Lambert, and Kristin DeGoff, Pearson Online & Blended Learning (POBL) staff (via phone).

**II. Routine Business**

a. Approval of Agenda

Mr. Boitano asked the Governing Council to review the Agenda distributed prior to the meeting. There being no changes, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Agenda for the September 26, 2017 New Mexico Connections Academy Governing Council Meeting, as presented, is hereby approved.

The motion passed unanimously.

**III. Public Comment**

There were no comments at this time.

#### IV. Nominating Committee Report

##### a. Consideration of Governing Council Member Candidate, Lupita Gurulè Dè Martinez

Mr. Boitano provided the Governing Council with brief background information on the candidate being brought to the Governing Council for consideration, including the reasons she has expressed interest in joining the Governing Council.

[Mr. Chavez joined the meeting at 9:15 a.m.]

Ms. Gurulè Dè Martinez introduced herself, and provided a brief description of her background as a parent at the school. Governing Council members discussed Ms. Gurulè Dè Martinez's background and candidacy. Mr. Boitano recommended Ms. Gurulè Dè Martinez for appointment. There being no further discussion, Mr. Gessing made the following motion and it was seconded by Mr. Schalow as follows:

RESOLVED, that the appointment of Lupita Gurulè Dè Martinez as a Governing Council Member for a term through the 2018 Annual Meeting, subject to any and all regulatory approvals, as presented, is hereby approved.

The motion passed unanimously.

Ms. DeGroff reminded the Governing Council that pending Ms. Gurulè Dè Martinez's completion of new Board member training, Ms. Gurulè Dè Martinez's would abstain from voting on all items during the meeting.

##### b. Consideration of Governing Council Member Candidate, Anna Harb

Mr. Boitano noted the Governing Council's intent to consider this item later in the agenda, to allow for Ms. Harb to join the meeting.

##### c. Approval of Governing Body Membership for the 2017-2018 School Year

Mr. Boitano noted the Governing Council's intent to consider this item later in the agenda, following the consideration of Ms. Harb's candidacy.

#### V. Oral Reports

##### a. Principal's Report

Ms. Garcia reviewed with the Board the Monthly School Report, as included in the Governing Council package in detail.

##### i. Update on Back to School Activities, Staffing, and Enrollment

Ms. Garcia discussed with the Governing Council recent back to school activities. She also reviewed the current enrollment numbers for the school, noting trends and projections for the coming month.

Ms. Garcia introduced Ms. Adkins to the Governing Council, who provided a brief update on special education procedures at the school.

[Ms. Harb joined the meeting at 9:39 a.m.]

Mr. Biotano introduced Ms. Harb to the Governing Council, and reviewed her background as a parent of a student at the school. Ms. Harb provided a brief overview of her previous employment and desire to work with the Governing Council. The Governing Council thanked Ms. Harb for her time.

[Ms. Harb left the meeting at 9:48 a.m.]

ii. School Grading Report Card Improvement Plan

Ms. Garcia reviewed the school report card results from previous academic years, and asked Mr. Lockwood to provide an overview of the School Grading Report Card Improvement Plan for the Governing Council.

Mr. Lockwood introduced the format and process for creation of the Improvement Plan, as well as the staff and administration's input for the Plan.

Ms. Lockwood advised the Governing Council on the anticipated strategies to be used throughout the school year to improve on all areas of the school report card. Governing Council members discussed the Plan in detail with Mr. and Ms. Lockwood, and requested further information on followthrough procedures for the plan.

[Ms. Lockwood left the meeting at 10:26 a.m.]

iii. Renewal Application Site Visit Update

Ms. Garcia provided the Governing Council with an update on the upcoming Renewal Application site visit, scheduled to be held in mid-October. She reviewed the timing of the interview sessions with school staff, parents, and Governing Council members, and requested Governing Council attendance for the interviews.

b. Financial Report

Ms. J. Vigil reviewed the school's financial statements in detail, including the check register, revenue and expense statements, as well as the school's forecast for the school year based on enrollment trends with the Governing Council.

Mr. Schalow advised that a member of the community, Mr. Kelly Wainwright, has been submitted as a member of the Audit Committee, per the necessary requirements. Ms. Gurulè Dè Martinez noted her interest in filling the parent role on the Audit Committee, if permissible.

i. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoices for August

Mr. Schalow reviewed the August invoice as drawn from the financial report provided in the meeting materials, and reviewed earlier in the meeting. He advised that he reviewed the invoice and found it to be in order and asked the Governing Council whether they had any questions on the invoice or if any items required further explanation. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for August in

the amount of \$416,925.00, as presented, is hereby approved.

The motion passed unanimously.

[Ms. Lawson left the meeting at 10:36 a.m.]

2. Approval of Budget Adjustment Reports (BARs)

a. 554-000-1718-0002-I 14000

Ms. J. Vigil provided an update on the budget adjustment reports, as included in the Governing Council materials. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Budget Adjustment Report: 554-000-1718-0002-I 14000, as presented, is hereby approved.

The motion passed unanimously.

3. Approval of Agreement with Sparkle Maintenance, Inc.

The Governing Council reviewed the Agreement with Sparkle Maintenance, Inc., as included in the meeting materials. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Agreement with Sparkle Maintenance, as presented, is hereby approved.

The motion passed unanimously.

[Ms. Woodward, Ms. Earle, Ms. Lenora, and Ms Ortiz left the meeting at 10:39 a.m.]

**VI. Consent Items**

Mr. Boitano asked the Governing Council 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 items removed from the Consent Items, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the August 29, 2017 Meeting; and
- b. Approval of Revision(s) to the 2017-2018 School Year State Specific School Handbook: Truancy Procedures; are hereby approved.

The motion passed unanimously.

[Ms. May left the meeting at 10:42 a.m.]

## VII. Action Items

### a. Approval of Submission of Charter Renewal Application

Mr. Boitano presented this item to the Governing Council, and advised that the application had been reviewed by legal counsel, Sue Fox.

Mr. Adams provided a brief update on the process for submission of the application, as well as the timeline for final review by the Public Education Commission (PEC). Governing Council members discussed the Charter Renewal Application in detail. There being no further discussion, a motion was made by Mr. Gessing and seconded by Mr. Schalow as follows:

RESOLVED, the submission of the Charter Renewal Application, as discussed, is hereby approved.

The motion passed unanimously.

### Legislative Update

At the request of the Governing Council, Mr. Adams provided an update on legislative matters that may impact the school.

### b. Approval of School Focus Goals for the 2017-2018 School Year

Ms. Garcia reviewed the school focus goals for the 2017-2018 school year included in the Board package with the Governing Council. She advised that the staff worked closely with school leadership and Pearson Online & Blended Learning (POBL), formerly Connections Education, on establishing the school goals. She further advised the Governing Council that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the school focus goals for the 2017-2018 school year, as presented, are hereby approved.

The motion passed unanimously.

### c. Approval of PEC Improvement Plan

Ms. Garcia presented this item to the Governing Council. She reviewed the basis for the Improvement Plan, as well as the correlation with the school's improvement plan and charter goals. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the PEC Improvement Plan, as presented, is hereby approved.

The motion passed unanimously.

[Mr. Adams left the meeting at 10:54 a.m.]

## VIII. Information Items

### a. Update on Staffing

Ms. Garcia reviewed the Staffing Report included in the meeting materials with the Governing Council and provided an update on staffing levels. The Governing Council discussed staffing levels with Ms. Garcia.

### b. Legislative Update

This item was discussed earlier in the meeting.

### c. Parter School Leadership Team Update

Mr. Lambert presented to the Governing Council on behalf of Pearson Online & Blended Learning's (POBL), School Leadership Team.

#### i. Quarterly Metrics Update

Mr. Lambert reviewed the document outlining the planned format and data to be included in the school year's School Metrics reports.

### d. Governing Council Self Evaluation

Mr. Boitano briefly reviewed the self evaluation, as recently completed by all required Governing Council members. The Governing Council noted their intent to discuss the self evaluation in greater detail at a future meeting.

[Mr. Lockwood left the meeting at 10:59 a.m.]

### e. 2017-2018 Items for Board Consideration

Ms. DeGroff reviewed the outline of items planned to be presented for Governing Council consideration throughout the current school year. She further advised the Governing Council that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

### f. Curriculum Town Hall Reminder

Ms. DeGroff reminded the Governing Council of the timing of the upcoming Curriculum Town Hall presentation, and encouraged Governing Council members to attend.

## Consideration of Governing Council Member Candidate, Anna Harb

Mr. Boitano reminded the Governing Council of the discussion with Ms. Harb held earlier in the meeting. Governing Council members discussed Ms. Harb's background and candidacy. Mr. Boitano recommended Ms. Harb for appointment, and reminded the Governing Council that pending Ms. Harb's completion of new Board member

training, she would abstain from voting during the meeting. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the appointment of Anna Harb as a Class 1 Governing Council Member for a term through the 2018 Annual Meeting, subject to any and all regulatory approvals, as presented, is hereby approved.

The motion passed unanimously.

#### Approval of Governing Body Membership for the 2017-2018 School Year

Mr. Boitano presented this item to the Governing Council. He reviewed the requirements contained within the Governing Council Bylaws and Charter Contract, and noted the intent of the Governing Council to maintain the current membership of six members throughout the 2017-2018 school year. There being no further discussion, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the Governing Body Membership for the 2017-2018 school year to be maintained with six (6) members, as discussed, is hereby approved.

The motion passed unanimously.

#### **IX. Adjournment and Confirmation of Next Meeting - Tuesday, October 31, 2017 at 9:00 a.m. MT**

Mr. Boitano noted that the Governing Council was at the end of its agenda and that the next meeting is scheduled to be held on Tuesday, October 31, 2017 at 9:00 a.m. MT. At 11:04 a.m., Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. September 26, 2017 Governing Council meeting, as discussed, is hereby approved.

The motion passed unanimously.