



## New Mexico Public Education Commission (PEC)

### Governing Body Member Change Notification Instructions

**Purpose:** To notify the Public Education Commission (PEC) of a change in a member of the school's Governing Body.

**Submission Deadline:** Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

#### **The school must provide:**

- Fully completed form
- Approved board minutes or certification of the board's vote accepting the new member
- Resignation Letter or board meeting minutes removing the previous member
- Statement of Governing Body Member to Consult with PED
- Affidavit of Governing Body Member
- Assurances of Governing Body Member

Contact [charter.schools@state.nm.us](mailto:charter.schools@state.nm.us) with questions about completing or submitting documents.

## Governing Body Member Change Notification Form

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov)

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Pecos Cyber Academy, hereafter "the school," effective on 7/18/2023.

**Current Governing Body Members and Positions:** Kyla Anderson, President; Denise Smythe, Secretary/Treasurer; Brandy Tilliam, Member; Byron Taylor, Member

**New Governing Body Member(s) and Position(s):** Click or tap here to enter text.

**Contact information for New Governing Body Member(s) (phone, email):** Click or tap here to enter text.

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months:** 4

**Effective Date:** 6/3/2022

The school's notification is hereby submitted by:

**Signature of School Representative:** Dr. Kim Hite-Pope, EdD **Date:** 7/24/2023

**Signature of Governing Board Chair:** Kyla Anderson **Date:** 7/24/2023

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### For PEC/CSD use only

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**PEC Meeting Date:**

**Agenda:**  Consent (typical)  Regular (unusual circumstance)

**The school's notification was:**  Accepted  Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Gloria Lopez <glopez@pecosca.us>

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## Fwd: Resignation

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**Jennifer Sears** <jennifer.sears@aps.edu>  
To: Gloria Lopez <glopez@pecosca.us>

Fri, Jun 3, 2022 at 2:42 PM

Dr. Hite Pope asked that I forward this onto you as well.

Begin forwarded message:

**From:** Jennifer Sears <jennifer.sears@aps.edu>  
**Date:** June 3, 2022 at 11:14:18 AM MST  
**To:** Kyla Anderson <wktwanderson@gmail.com>  
**Subject: Resignation**

To whom it may concern:  
I would like to respectfully resign my position on the Pecos Cyber Academy Governing Council. Please contact me if you need any further information.  
Thank you,  
Jennifer Sears



Gloria Lopez <glopez@pecosca.us>

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## Resignation from the board

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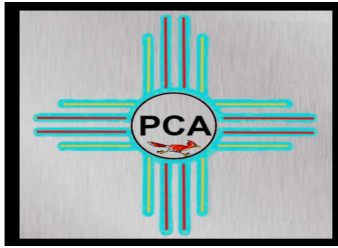
**CANDI BORRECCO** <candi\_borrecco1@msn.com>  
To: "glopez@pecosca.us" <glopez@pecosca.us>

Fri, Jun 3, 2022 at 7:56 AM

Gloria,  
I have put in my resignation from the board affective immediately.

Thank you,  
Candi

Sent from my Verizon, Samsung Galaxy smartphone



**Pecos Cyber Academy (PCA)  
BOARD MEETING  
AGENDA**

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:**

Tuesday, July 19, 2022, at 5:00 p.m.

<https://zoom.us/j/94427491635?pwd=NXo0MWw0R253ODN2dnFRY3Z0Zk8xdz09>

Meeting ID: 944 2749 1635

Passcode: 260728

One tap mobile

+13462487799,,94427491635#,,,,\*260728# US (Houston)

+16694449171,,94427491635#,,,,\*260728# US

**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

III. Routine Business – K. Anderson

- a. Approval of Agenda

IV. Oral Reports

- a. School Leader's Report-K. Hite-Pope
- b. High School Principal Report
- c. Middle School Principal Report
- d. Elementary Principal Report
  
- e. Financial Report – G. Lopez
  - i. Bank Reconciliation June 2022 (attached)
  - ii. Consolidated Board Report
  - iii. Recommendation of Financial Items for Board Approval from the Finance Committee
    - a. Acceptance of the SY 22-23 Budget
    - b. Pearson Invoice 18379488 (May)

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 Meeting on June 7, 2022 (attached)
- b. Approval of Minutes from Meeting on June 21, 2022 (attached)

VI. Action Items

- a. Pecos Cyber Academy Travel and Per Diem Rates (discussion/vote)
- b. SY 22/23 Student Handbook (discussion/vote)
- c. SY 22/23 Employee Handbook (discussion/vote)
- d. Approve Sharon Hart as a new Board Member (discussion/vote)

VII. Information Items

- a. Equity Council Update
- b. Resignation of Board Member Jennifer Sears
- c. Resignation of Board Member Vivian Cullen

VIII. Statement of Closure

IX. Adjournment and Confirmation of Next Meeting Date – Tuesday, August 23, 2022, at 5:00 p.m.