



EL CAMINO REAL ACADEMY
GOVERNING COUNCIL SPECIAL MEETING
MONDAY, JUNE 10, 2024 AT 7:00 AM



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MINUTES

1. Preliminary Business
 - A. Call to Order
7:07 a.m.
 - B. Roll Call
Governing Council present: Marsha Majors (Google Meet), Gretchen Long (Google Meet), Jim Nettle (Google Meet)
Governing Council absent: Vianey Veleta-Arambula
Staff present: Jennifer Mercer (Google Meet), Mary Scofield (Google Meet), Ian Johnson-Escudero (Google Meet), Denise Brown (Google Meet)
 - C. Approval of Agenda
Marsha Majors motioned to approve the June 10, 2024 agenda as presented. Gretchen Long seconded the motion. Council members unanimously approved.
 - D. Approval of Minutes
Marsha Majors motioned to approve the April 25, 2024 minutes with time adjustment. Jim Nettle seconded the motion. Council members unanimously approved
2. Public Comment
None
3. DISCUSSION/ACTION ITEMS
 - A. Executive Director's Report (Discussion)
Jennifer Mercer updated the council on: the approval of the Education Plan, APS site visit, performance review, NM Vistas, GC retreat, 20th year celebration, graduations, special education temp person, enrollment, refrigerator, science room, hiring for next SY, EOY checklists, NWEA data, STEAAM & SEL rubrics data, and IT working on a plan to webcast GC meetings.
 - B. Financial Statements and Cash Disbursements (Action)
Marsha Majors motioned to approve the April 30, 2024 Financial Statements and Cash Disbursements as presented. Jim Nettle seconded the motion. Council members unanimously approved.



C. BARS (Action)

Marsha Majors motioned to approve BARS FY24-27, FY24-28, FY24-29, FY24-30, FY24-31 as presented, Gretchen Long seconded the motion. Council members unanimously approved.

D. Approval of Purchase Orders over \$15,000 (Action)
FY24- increases

Marsha Majors motioned to approve the ACES purchase order increase by \$15,000 as presented for Business Manager services. Gretchen Long seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the ACES purchase order increase by \$15,000 as presented for Diagnostician services. Gretchen Long seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the Robert Half purchase order increase by \$20,000 as presented for the Assistant to the Executive Director. Jim Nettle seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the Canteen purchase order increase by \$175,000 which reflects the total year budget of \$415,900 as presented. Gretchen Long seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the ITSQuest purchase order increase by \$10,000 as presented for substitute services. Gretchen Long seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the two Yucca Group LLC purchase order increases. One for consulting services increasing by \$10,000 and second for the on-site tech services also increasing by \$10,000 as presented. Gretchen Long seconded the motion. Council members unanimously approved.

Annual POs for FY25

Marsha Majors motioned to approve the annual purchase orders over \$15,000 for FY25 as presented. Gretchen Long seconded the motion. Council members unanimously approved. Vendor list: Rick Saylor, NMPSIA, PNM, Canon, LSG, Robert Half, Yucca Group, ACES, ITSQuest

E. Approval of Executive Director's Contract for SY25 (Action)

Marsha Majors motioned to approve the Executive Director's contract for SY25. Jim Nettle seconded the motion. Council members unanimously approved.



- F. Approval of Year Round Employee Holidays (Action)
Marsha Majors motioned to approve the SY 24-25 Year Round Employee Holiday calendar as presented. Gretchen Long seconded the motion. Council members unanimously approved.
- G. Board Development (Discussion)
All completed training
- 4. Closed Session (closed to the public)
 - A. Limited personnel matters pursuant to NMSA 10-15-1H(2)
Jim Nessel motioned to go into closed session at 8:18 a.m. Gretchen Long seconded the motion. Council members unanimously approved. Jennifer Mercer was invited to stay.
Jim Nessel re-convened the meeting at 8:23 a.m. and polled the council on matters discussed during closed session. The council members individually agreed that the only item discussed was related to: Limited personnel matters and pursuant to NMSA 10-15-1 H(2)
- 5. Concluding Business
 - I. Discussion of other business and issues
Bylaws evaluation will be prepared for next meeting or GC retreat
June finance meeting needed 24th at 7:00
 - II. Announcements
 - III. Next Meeting Date June 24th 7:00 am
 - IV. Adjournment
Marsha Majors motioned to adjourn at 8:29 a.m. Gretchen Long seconded the motion. Council members unanimously approved.

Mission Statement:

As a K-12 charter school, ECRA provides rich virtual and onsite project-based learning programs that focus on STEAM (science, technology, engineering, art, agriculture and math), SEL (social-emotional learning) and Community Connections that facilitate student agency, and empower students' to thrive with a growth mindset and learning habits that build success in all areas of their lives.

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