



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**  
**MONDAY, JANUARY 25, 2021 AT 7:00 A.M.**



**IN THE SECONDARY LIBRARY AT ECRA**

**MINUTES**

1. Preliminary Business
  - A. Call to Order  
7:02 a.m.
  - B. Roll Call  
Governing Council Present: Marsha Majors, Keiko Johnson, Jim Nettle  
Governing Council Absent: Rachel Query, Juan Rodriguez, Tommy Collins  
Staff Present: Jennifer Mercer, Mary Scofield, Denise Brown, Kathy Davis
  - C. Approval of Agenda  
Jim Nettle motioned to approve the January, 25 2021 agenda as presented. Keiko Johnson seconded the motion. Council members unanimously approved.
  - D. Approval of Minutes  
Keiko Johnson motioned to approve the December 7, 2020 and the December 21, 2020 minutes as presented. Jim Nettle seconded the motion. Council members unanimously approved.
2. Public Comment  
None
3. DISCUSSION/ACTION ITEMS
  - A. Financial Statements and Cash Disbursements for December (Action)  
Jim Nettle motioned to approve the Financial Statements and Cash Disbursements for December as recommended by the Finance Committee. Council members unanimously approved.
  - B. BARS (Action)  
Jim Nettle motioned to table item B. BARS. Marsha Majors seconded the motion. Council members unanimously approved.
  - C. Temporary Loans to Other Funds (Action)  
Jim Nettle motioned to approve the FY21 Q1 Cash Report (9/30/20) as recommended by the Finance Committee. Council members unanimously approved.  
Jim Nettle motioned to approve the FY21 Q2 Cash Report (12/31/20) as recommended by the Finance Committee. Council members unanimously approved.



D. Approval of Purchase Orders over \$7500 (Action)

Jim Nettle motioned to approve the MatthewsFox contract confirming previous approval from June 2020, up to \$60,000 and permission for Ms. Mercer to sign on behalf of the campus. Marsha Majors seconded the motion. Council members unanimously approved.

Jim Nettle motioned to approve the C.E.C. contact with a maximum of \$10,000 and authorize our Administrator to sign on behalf of the campus. Marsha Majors seconded the motion. Council members unanimously approved.

Jim Nettle motioned to approve the contract for Terry Dunbar with a maximum of \$15,000 and authorize our Administrator to sign on behalf of the campus. Keiko Johnson seconded the motion. Council members unanimously approved.

E. Presentation and Acceptance of 6-30-20 Audit Report (Action)

Mary Scofield presented the audit report results.

Jim Nettle motioned to accept the audit report as presented and recommended by the Finance Committee. Council members unanimously approved.

F. Policies for Approval: Identification and Badging and Pest Management (Action)

Jim Nettle motioned to approve the Identification and Badging Policy as amended.

Keiko Johnson seconded the motion. Council members unanimously approved.

Jim Nettle motioned to approve the Pest Management Policy as drafted and posted.

Keiko Johnson seconded the motion. Council members unanimously approved.

G. Special Education Law and Compliance (Discussion)

Jennifer Mercer updated the Council: The Special Ed department continues to work well under the guidance of Jessica Glazebrook, with updates provided on new student enrollment, IEP status, new Social Worker, and SAT evaluations

H. Executive Director's Report (Discussion)

Jennifer Mercer updated the council on: the GC survey for the retreat, sign up for GC demo on drive and email, the recent Foundation meeting including fundraising and mentoring, the Safe School Plan, the Structured Literacy Plan, COVID-19 Toolkit and updates including the quarantine process and re-entry, YDI, Merv 13 filters, Egenuity, Guidance Counseling Team, the after school program, standards and learning targets, NWEA data, social media, UNM partnership, student kits, outdoor classrooms, Makerspace Hub, and the Superintendent Evaluation Form.

4. Closed Session (closed to the public)

A. Limited personnel matters pursuant to NMSA 10-15-1H(2)



Jim Nettle motioned to go into closed session at 8:29 a.m. Keiko Johnson seconded the motion. Council members unanimously approved. Jennifer Mercer, Mary Scofield, Denise Brown, and Kathy Davis were invited to stay.

Marsha Majors re-convened the meeting at 8:33 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 pursuant to NMSA 10-15-1H(2)

5. Concluding Business

I. Discussion of other business and issues  
None

II. Announcements  
None

III. Next Meeting Date  
February 22, 2021 at 7:00 a.m.

IV. Adjournment  
8:35 a.m.

Mission Statement:

As a community school that focuses on Science Technology Engineering & Math, ECRA serves students and families by fostering student awareness of their personal learning potential through academic and social-emotional intervention.