



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**  
**MONDAY, NOVEMBER 15, 2021 AT 7:00 A.M.**



Join with Google Meet: [meet.google.com/ihb-dyip-ryf](https://meet.google.com/ihb-dyip-ryf)

Join by phone: [+1 401-753-9401](tel:+14017539401) (PIN: 331518122)

**MINUTES**

1. Preliminary Business
  - A. Call to Order  
7:06 a.m.
  - B. Roll Call  
Governing Council Present: Marsha Majors (Google Meet), Rachel Query (phone), Charlie Padilla (Google Meet), Tommy Collins (Google Meet at ECRA), Jim Nettle (Google Meet)  
Staff Present: Jennifer Mercer (Google Meet at ECRA), Mary Scofield (Google Meet at ECRA), Denise Brown (Google Meet), Deirdre Grabke (Google Meet at ECRA, 7:07)
  - C. Approval of Agenda  
Marsha Majors motioned to approve the November 15, 2021 agenda as presented. Rachel Query seconded the motion. Council members unanimously approved.
  - D. Approval of Minutes  
Rachel Query motioned to approve the October 18, 2021 minutes as revised. Marsha Majors 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 US Eagle donation to ECRA, Mission and Vision revisions, APS site visit, data points, COVID toolkit revisions, the Test to Stay program, GC resources, charter renewal options, possible furniture purchase, instructional leadership, teacher evaluations, academic data, Gardens & Grounds Project, ECRA basketball, the Fall Festival, Pie & Punch, 40 Thanksgiving meals for families, GC meeting times, survey for families, Mary's retirement, staffing, Records Manager interviews, Parent Liaison, SAT process, and donated logs.



B. Special Education Law and Compliance (Discussion)

Jennifer Mercer updated the council on: The Special Education portion of the APS site visit, enrollment, part time Special Ed teacher position, Special Education action plan, and the professional development plan for teachers.

C. Financial Statements and Cash Disbursements (Action)

Rachel Query motioned to approve the September 2021 Financial Statements and Cash Disbursements as presented. Marsha Majors seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the October 2021 Financial Statements and Cash Disbursements as presented. Tommy Collins seconded the motion. Council members unanimously approved.

D. BARS (Action)

Tommy Collins motioned to approve BAR FY22-13 as presented. Rachel Query seconded the motion. Council members unanimously approved.

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

Rachel Query motioned to approve purchase order up to \$12,500 additional spending for the Garden Consultant and give Ms. Mercer the authority to sign on behalf of the GC. Tommy Collins seconded the motion. Council members unanimously approved.

Rachel Query motioned to approve the purchase order of computers up to \$22,000 and grant Ms. Mercer the authority to sign on behalf of the GC. Marsha Majors seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the negotiation to purchase the furniture as presented not to exceed the dollar amount of \$35,000 and authorize Ms. Mercer to sign on ECRA's behalf. Tommy Collins seconded the motion. Council members unanimously approved.

The council was informed and has acknowledged that the furniture will be purchased from a business owned by a member the Executive Director's family. The GC believes the purchase will benefit ECRA and approves of the transaction.

F. Approval of Policies for Posting: COVID-19 Response School Policy/Procedure Guidebook, Employee Sick Leave Per HB2 202 (Action)

The COVID-19 Response School Policy/Procedure Guidebook is in the process of being updated with the new directives from NMPED.

Rachel Query motioned to approve the Employee Sick Leave Per HB2 202 for posting. Tommy Collins seconded the motion. Council members unanimously approved.



G. Board Development (Discussion)

The GC will review the GC resources recently sent by Ms. Mercer.  
GC Training calendar will be resent.

4. Concluding Business

- I. Discussion of other business and issues  
The trash can in front of the school needs a latch
- II. Announcements
- III. Next Meeting Date  
December 20, 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.