



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**  
**MONDAY, MARCH 28, 2022 AT 7:00 A.M.**



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**MINUTES**

1. Preliminary Business
  - A. Call to Order  
7:07 a.m.
  
  - B. Roll Call  
Governing Council Present: Jim Nettle (Google Meet), Marsha Majors (Google Meet), Rachel Query (phone), Charlie Padilla (phone @ 7:10 a.m.)  
  
Governing Council Absent: Tommy Collins  
  
Staff Present: Jennifer Mercer (Google Meet), Mary Scofield (Google Meet), Denise Brown (Google Meet)
  
  - C. Approval of Agenda  
Rachel Query motioned to approve the March 28, 2022 agenda as presented.  
Marsha Majors seconded the motion. Council members unanimously approved.
  
  - D. Approval of Minutes  
Marsha Majors motioned to approve the February 17, 2022 agenda as presented.  
Jim Nettle seconded the motion. Council members unanimously approved
  
2. Public Comment  
None
  
3. Closed Session (closed to the public)
  - A. Limited personnel matters pursuant to NMSA 10-15-1H(2)  
  
Rachel Query motioned to go into closed session at 7:12 a.m. Marsha Majors seconded the motion. Council members unanimously approved.  
Jennifer Mercer, Mary Scofield, and Denise Brown were invited to stay.  
Jim Nettle re-convened the meeting at 7:34 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)



#### 4. DISCUSSION/ACTION ITEMS

##### A. Executive Director's Report (Discussion)

Jennifer Mercer updated the council on: Remote learning, masking surveys, remote learning survey, Test to Stay, upcoming APS Site Visit, charter renewal, PD on data analysis, state testing, enrollment, school size, parent/teacher conferences, Literacy Night, Family Science Night at Explora, Spring Festival, Gardens & Grounds, open staff positions, new Social Worker, School Psychologist/Diagnostician, Administrative Assistant, School Based Health Clinic grant, new school signs, and staff social emotional support.

##### B. Special Education Law and Compliance (Discussion)

Jennifer Mercer updated the council on: The Special Ed audit is complete and the report is forthcoming, the APS Special Ed Site Review, and the updating of documents and processes.

##### C. Financial Statements and Cash Disbursements (Action)

Marsha Majors motioned to approve the February 2022 Financial Statements and Cash Disbursements as presented. Jim Nettle seconded the motion. Council members unanimously approved.

##### D. BARS (Action)

Rachel Query motioned to approve the amended BAR FY22-16 to reflect updated fund number and revenue code. Marsha Majors seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve BARS FY-22-18, FY22-19, FY22-20, FY22-21, and FY22-22 as presented. Rachel Query seconded the motion. Council members unanimously approved.

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

Rachel Query motioned to approve the ADP purchase order increase by \$5,500 totaling \$13,500. Marsha Majors seconded the motion. Council members unanimously approved.

Mary Scofield notified the council that the RFP for temporary staffing services has been re-posted since no proposals were received.

##### F. Approval of Updated Salary Schedule (Action)

Marsha Majors motioned to approve the updated Interventionist Salary Schedule as presented. Rachel Query seconded the motion. Council members unanimously approved.



G. Resolution to Increase Executive Director Budget Authority (Action)

Marsha Majors motioned to approve the Resolution to Increase Executive Director Budget Authority to \$15,000 as presented. Rachel Query seconded the motion. Council members unanimously approved.

It has been noted that all checks must still be signed by two authorized individuals.

H. Board Development (Discussion)

The GC discussed training hours needed.

5. Concluding Business

I. Discussion of other business and issues

None

II. Announcements

None

III. Next Meeting Date

April 18, 2022 at 7:00 a.m.

IV. Adjournment

8:40 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.