



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**  
**MONDAY, JULY 18, 2022 AT 7:00 A.M.**



Join with Google Meet: <https://meet.google.com/kfm-tseb-fwh>  
Join by phone: (US) +1 401-552-4075 PIN: 774

**MINUTES**

1. Preliminary Business
  - A. Call to Order  
7:03 a.m.
  - B. Roll Call  
Governing Council present: Marsha Majors (Google Meet), Jim Nettle (Google Meet), Rachel Query (phone), Charlie Padilla (phone),  
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 July 18, 2022 agenda as presented. Marsha Majors seconded the motion. Council members unanimously approved.
  - D. Approval of Minutes  
Marsha Majors motioned to approve the June 23, 2022 minutes as presented.  
Rachel Query 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)  
Marsha Majors motioned to go into closed session at 7:06 a.m. Rachel Query 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 7:16 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: mission/vision draft presentation, COVID update, charter renewal, finance office, curriculum, online registration, digital portfolios, ESY, credit recovery, summer steam, staffing, facilities, science labs, electricity issue, A/C units, and the Executive Director evaluation.

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

Jennifer Mercer updated the council on: The Special Education staff, updates and changes to documentation including detailed policies and procedures.

##### C. Approval of Purchase Orders over \$15,000 (Action)

Rachel Query motioned to affirm the purchase of a HVAC unit from Comfort Systems in the amount of \$17,569. Marsha Majors seconded the motion. Council members unanimously approved.

Marsha Majors motioned to affirm the purchase of the K-8 ELA curriculum through Archway not to exceed \$54,000 and authorize Ms. Mercer to sign on the behalf of the school. Rachel Query seconded the motion. Council members unanimously approved.

##### D. Approval of FY23 Executive Director's Contract (Action)

Marsha Majors motioned to approve the FY23 Executive Director's contract for 220 days. Rachel Query seconded the motion. Council members unanimously approved.

##### E. Approval of Related Party Contract (Shannon Scofield) (Action)

Rachel Query motioned to approve the FY22-23 contract for Shannon Scofield as a Math Consultant for \$3,500. Marsha Majors seconded the motion. Council members unanimously approved.

##### F. Mission Revision (Discussion/Action)

The draft was presented and discussed in the Executive Director's report.

##### G. Board Development (Discussion)

The board discussed comparting their various trainings regarding risk management in the next meeting.

#### 5. Concluding Business

##### I. Discussion of other business and issues

None



- II. Announcements  
None
- III. Next Meeting Date  
August 18, 2022 at 7:00 a.m.
- IV. Adjournment  
8:38 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.