



**EL CAMINO REAL ACADEMY
GOVERNING COUNCIL MEETING
FRIDAY, JUNE 20, 2025 AT 7:00 A.M.**



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MINUTES

1. Preliminary Business
 - A. Call to Order
7:15 a.m.
 - B. Roll Call
Governing Council Present: Gretchen Long (Google Meet), Brian Carter (Google Meet), Jim Nettle (Google Meet), Marsha Majors (Google Meet at 7:27)
Governing Council Absent: Vianey Valeta-Arambula
Staff Present: Jennifer Mercer (Google Meet), Ian Johnson-Escudero (Google Meet)
Denise Brown (Google Meet)
Guest: Mary Scofield (Google Meet)
 - C. Approval of Agenda
Brian Carter motioned to approve the June 20, 2025 agenda as presented. Jim Nettle seconded the motion. Council members unanimously approved.
 - D. Approval of Minutes
Gretchen Long motioned to approve the April 28, 2025 minutes as presented. Jim Nettle seconded the motion. Council members unanimously approved.
2. Public Comment
None
3. Closed Session (closed to the public)
 - A. Limited legal matters pursuant to NMSA 10-15-1H (7)
Brian Carter motioned to go into closed session at 7:08 a.m. Jim Nettle seconded the motion. Council members unanimously approved.
Jennifer Mercer, Ian Johnson-Escudero, Denise Brown, and Mary Scofield were invited to join the closed session.
Jim Nettle re-convened the meeting at 7:11 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 legal matters pursuant to NMSA 10-15-1H (7)
4. DISCUSSION/ACTION ITEMS
 - A. Executive Director's Report (Discussion)
Jennifer Mercer updated the council on: GC training, graduation, Special Education Policies, new graduation requirements, satisfaction surveys, backpack giveaway, Aug 4th 1st day of school, science labs, Assistant Principal hired, Spring NWEA, and the Executive Director evaluation.



- B. Financial Statements and Cash Disbursements for April 30, 2025 and May 31, 2025 (Action)
Gretchen Long motioned to approve the April 30, 2025 Financial Statements and Cash Disbursements as presented. Jim Nessel seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve the May 31, 2025 Financial Statements and Cash Disbursements as presented. Gretchen Long seconded the motion. Council members unanimously approved.

- C. BARS (Action)
Marsha Majors motioned to approve BAR FY25-24 as presented. Gretchen Long seconded the motion. Council members unanimously approved.
Marsha Majors motioned to approve BAR FY25-25 as presented. Gretchen Long seconded the motion. Council members unanimously approved.
Marsha Majors motioned to approve BAR FY25-26 as presented. Gretchen Long seconded the motion. Council members unanimously approved.
- D. Recommendation to Approve Purchases and Give Director Permission to Sign F25 Contracts Over \$15,000 (Action)
Marsha Majors motioned to approve the Consolidated Builders Purchase Order for \$80,000 and give the Executive Director permission to execute the contract. Gretchen Long seconded the motion.
- E. Executive Director contract FY26 July 1 2025- July 31 (Action)
Marsha Majors motioned to approve the Executive Directors contract for FY26 for July 1-July 31. Jim Nessel seconded the motion. Council members unanimously approved.
- F. Recommendation to Approve Annual Purchases Orders and Give Director Permission to Sign FY26 Contracts Over \$15,000 (Action)
List of FY 26 annual POs as presented and authorize ED director to sign
Marsha Majors motioned to approve the list of FY26 Annual Purchase Orders as presented and authorize the Executive Director to sign on behalf of ECRA. Gretchen Long seconded the motion. Council members unanimously approved.
The list includes: Harris, Universal Waste, Graybar, De Lage Landen, Infinite Campus, ADP, New Mexico Gas Company, CES, Albuquerque Water, Clifton Larson Allen, Canon, ITS Quest, PNM, IT tech, NMPSIA, NM ACES, Southwest Foodservice Excellence, Rick Saylor
- G. Consideration of PED Letter to OCR and Request for LEA Response (Discussion/Action)
Jim Nessel motioned to table item G. Marsha Majors seconded the motion. Council members unanimously approved.
- H. Approval of Special Education Policies for Posting (Action)
Marsha Majors motioned to approve the Special Education Policies for posting and upon no additional commentary they will stand approved as presented. Gretchen Long seconded the motion. Council members unanimously approved.



- I. Approval of Financial Policies for Posting (Action)
Marsha Majors motioned to approve the updated Fixed Asset Policy for posting and upon no additional commentary it will stand approved as presented. Gretchen Long seconded the motion. Council members unanimously approved.
- J. Approval of Student Dress Code Policy for Posting (Action)
Marsha Majors motioned to approve the updated Student Dress Code for posting and without additional commentary it will stand approved as presented. Gretchen Long seconded the motion. Council members unanimously approved.
- K. Approval of Year Round Employee Holidays (Action)
MM, as presented, GL, all
Marsha Majors motioned to approve the Year Round Employee Holidays as presented. Gretchen Long seconded the motion. Council members unanimously approved.
- L. Ad Hoc Interview Committee Report and Discussion (Discussion)
The committee members that were present updated the GC and answered questions.
- M. Approval of Interim Executive Director August 1, 2025 (Discussion/Action)
Marsha Majors motioned to approve Chris Villarreal as Interim Executive Director beginning August 1, 2025 with a contract approval scheduled for July 2025. Gretchen Long seconded the motion. Council members unanimously approved.

5. Closed Session (closed to the public)

- A. Limited personnel matters and Executive Director Evaluation pursuant to NMSA 10-15-1

Jim Nessel motioned to table item 5.A. Marsha Majors seconded the motion. Council members unanimously approved.

6. Concluding Business

- I. Discussion of other business and issues
Jim Nessel noted the staff did a great job with graduations.
- II. Announcements
None
- III. Next Meeting Date
July 21, 2025 at 7:00 a.m.
- IV. Adjournment
Gretchen Long motioned to adjourn at 8:20 a.m. Jim Nessel seconded the motion. Council members unanimously approved.