

[Equip Academy of New Mexico](#) Board Mission Statement

The mission of the Equip Academy of New Mexico Board is to provide strategic oversight of school management while ensuring that the school achieves its core educational outcomes. Our focus is on ensuring that:

- 1. The school fulfills its mission to equip students with the knowledge and skills necessary to achieve academic excellence and pursue a life of purpose.*
- 2. The school consistently operates within all regulatory and ethical standards.*

[Meeting Agreements](#)

[Robert's Rules Cheat Sheet](#)

School Board Meeting Agenda

Date: December 12th, 2024

Time: 7:00 pm-8:30 pm MDT

Location: [Zoom](#)

[Board Google Drive](#)

1. Call to Order

- Welcome
- Roll Call
 - Renee - present
 - Sara - present
 - Mary - present
 - Alejandra - present
 - Janet - present
 - Mike - Absent
 - James - Absent
 - Rebekah - guest
 - Daniel Ivey-Soto - guest
 - Chris M - guest
- Approval of Agenda

- o mary moves to approve agenda
 - o sara seconds the motion
 - o agenda passes unanimously
- Approval of Last Board [Meeting Minutes](#)
 - o Mary moves to approve previous meeting minutes
 - o Janet seconds the motion
 - o previous board meeting minutes are approved unanimously

2. Public Comment

- Open floor for community input and feedback
 - o No community members present

3. PED Recaps

- [PEC IY Checklist](#): Key milestones and timelines
 - o Mercy reviews the work that has been done on the IY checklist
 - o no discussion on lingering items on IY checklist
- Contract negotiation information
 - o Mercy reviews contract negotiation information
 - o Mercy and Sara attended this meeting
 - o no further discussion from the board

4. Governance and Board Operations

- Residual key tasks
 - o Google Drive updates
 - Renee gives updates to the board's Google fDrive documents and a new Equip Academy Google Suite where everything will be migrated to
 - No further discussion from the board
- [Amendment](#) to Administrator Contract (planning year benefits)
 - o Previously Approved [Contract](#)
 - Daniel gives an overview of the amendments made to the Head of School's previously approved contract
 - updates include salary installments and health benefits

- motion to review the adoption of the amended contract and proposed changes by sara, second by Renee, board discussion to follow
- No further discussion from the board
- motion to approve the amended contract as discussed by Mary, Sara
- Board votes in favor of the amended contract, motion passes unanimously
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5. Financial Planning- Finance Committee/Head of School/K-12

- Updates
- Mercy updates - new foundation board chair, Rick Rodriguez

6. Academic and Curriculum Planning-Head of School

- Updates
- no updates

7. Human Resources-Head of School

- Updates
 - 3 applicants, 2 assistant teachers and 1 office assistant
 - purchased a table at UNM's 2025 educator job fair on April 25, 2025

8. Facilities and Operations-Head of School

- Updates
 - Mercy updates
 - current buyer/seller are finalizing purchase agreement, waiting on review of LOI

9. Community and Stakeholder Engagement

- Updates
 - Mercy Updates
 - goal is to have a living plan for student and teacher recruitment
 - hoping this plan can be finalized at the next board meeting and hoping this can be in person
 - Mary suggests meeting at her office downtown, setting up a zoom as normal and recording the meeting that way

10. Policy Updates

- **updates**
 - Renee states that this item is in the agenda to go back to IPRA guidelines on the Head of School contract

11. Next Steps

- Action items and assignments
 - Holding pattern until contract negotiations happen
 - Renee to work with Mary to solidify in-person January meeting

12. Adjournment

- Closing remarks
- 5 minutes: [Board Meeting Feedback Survey](#)
 - Board fills out Board Feedback Survey
 - :Motion to adjourn at 7:49pm by Mary, second by Janet.
 - Meeting adjourned at 7:49pm