

# ***The GREAT Academy Board of Directors***

## ***Meeting Minutes***

Monday, June 9, 2025

### **1. Call to order**

Mr. Douglas called to order the regular meeting of The GREAT Academy Board of Directors at 12:11pm on Monday, June 9, 2025, at The GREAT Academy 6001-A San Mateo Blvd NE, Albuquerque 87109.

### **2. Roll call**

Mr. Coit conducted the roll call. The following members were present: Mr. Douglas, Mrs. Gee, Mr. Boyd, and Mr. Coit were present. Mr. Pitts was absent. A quorum was achieved.

### **3. Discussion & Possible Action on 6/9/2025 Agenda**

**Action Item** – Mr. Douglas presented the agenda for the meeting. The members reviewed the agenda. He asked if there were any questions. There were none. Mr. Douglas asked for a motion to approve the agenda. Mr. Boyd offered the motion to approve the agenda. Mrs. Gee seconded the motion. All were in favor of the approval of the agenda. The agenda was approved.

### **4. Discussion & Possible Action on 5/12/2025 Minutes**

**Action Item** – Mr. Douglas drew the members' attention to the minutes from the 5/12/2025 regular meeting. He asked if there were any questions. Mr. Douglas asked for a motion to approve the minutes of the 5/12/2025 meeting. Mr. Coit offered the motion, and Mrs. Gee seconded the motion. All were in favor. The minutes were approved.

### **5. Open Forum**

There was no one to be heard for Open Forum.

### **6. Finance Committee Report**

Mr. Douglas recognized Mr. Moore to provide the report in Mr. Pitts' absence. Mr. Moore shared that there was a payment to Johnson Controls Fire Protection in the amount of \$19,409.30 for a sprinkler rebuild/replacement and a few other items as outlined in the fire safety inspection. This is not a recurring cost. Outside of that the rest of the spending was typical. There was nothing else out of the ordinary to share. He asked if there were any questions. There were none.

### **7. Audit Committee Report**

Mr. Douglas recognized Mr. Matthews to present the Audit Committee Report. Mr. Matthews stated that the audit for 24-25 is underway. It started in May. There have already been a number of requests for documentation from the audit firm. This is the same firm that has done the audit for the last 5 or 6 years. The requests are for various cash receipts, payroll disbursements, board membership, finance committee membership, audit committee membership and so on. We are working on getting these items uploaded so they can start sampling and sending additional requests. The audit season used to start in September/October. It is starting earlier because there are so many schools. He also reminded the members that during audit season there will be an audit committee meeting and report monthly. Outside of audit season, the committee meets every three months. He asked if there were any questions. He also added that the school is working hard to close out the year so and to prevent and repeat findings. Now that the school is in the lease purchase agreement, that will prevent the repeat pre-paid rent finding. There were no other questions.

### **8. Discussion & Possible Action on Check Listings/Bank Reconciliation**

**Action Item** - Mr. Douglas recognized Mr. Moore to present the check listings and bank reconciliation. Mr. Moore shared that the balance of the general ledger was \$210,843.99 and this matched with the ending bank

balance on the bank statement. He pointed out the outstanding check with Future US Holdings. The school is still working to get this resolved. It should be taken care of before the end of the month. There are no other checks that are outstanding that are a concern. Mr. Moore also shared that the school is spending the entitlement funding. He explained that any federal flow throughs that are not spent this year will rollover to next year. He also noted that SEG for May was received and that the last SEG payment for the year will come in June. Cash liquidity is above 1 which is good. He asked if there were any questions. Mr. Douglas asked for clarification because Mr. Moore mentioned receiving funds in January, but he meant to say June. Mr. Moore confirmed that he intended to say June rather than January. There were no other questions. Mr. Douglas asked for a motion to approve the check listings and bank reconciliation for the month of May. Mr. Boyd offered the motion and Mrs. Gee seconded the motion. All were in favor. The check listings and bank reconciliation for May were approved.

**9. Discussion & Possible Action on Open Meetings Act Resolution**

**Action Item** – Mr. Douglas recognized Mrs. Matthews to present the Open Meetings Act Resolution. Mrs. Matthews shared the resolution with the members. She explained that this is a resolution that is approved each year and it is to ensure that the school and the board is following the requirements of the Open Meetings Act. She highlighted some of the points of the resolution such as the difference between a regular, special or emergency meeting. After reviewing the document, she asked if there were any questions. There were none. Mr. Douglas asked for a motion to approve the Open Meetings Act Resolution. Mrs. Gee offered the motion. Mr. Boyd seconded the motion. All were in favor and the Open Meetings Act Resolution was approved.

**10. Discussion & Possible Action on Per Pupil Expenditure Policy**

**Action Item** - Mr. Douglas recognized Mr. Matthews to present the Per Pupil Expenditure Policy. Mr. Matthews explained that this policy is one that is approved annually. The Elementary and Secondary Education Act (ESEA) requires that schools specify how schools will appropriate the funds in various funds and functions when it comes to spending of SEG for students broken into categories. Mr. Douglas commented to clarify that this is a yearly policy and not new. Mr. Matthews confirmed that this is the case. It is approved each year. Mr. Douglas asked if there were any other questions. There were none. Mr. Douglas asked for a motion to approve the Per Pupil Expenditure Policy. Mr. Boyd offered the motion. Mr. Coit seconded the motion. All were in favor. The Per Pupil Expenditure Policy was approved.

**11. Discussion & Possible Action on Entering Into Closed Session**

**Action Item** – Mr. Douglas noted the need to enter into closed session and specified that the purpose of the closed session was to discuss the teacher contract for Jasper Matthews. Mr. Douglas offered the motion to enter into closed session. Mrs. Gee seconded the motion. All were in favor. The Board entered into closed session at 12:32.

**12. Discussion & Possible Action on Entering Into Open Session**

**Action Item** – Mr. Douglas noted the need to re-enter into open session. He asked for a motion to re-enter into open session. Mr. Boyd offered the motion. Mrs. Gee seconded the motion. All were in favor. The Board re-entered into open session at 1:19.

**13. Discussion & Possible Action on JMatthews Teacher Contract**

**Action Item** – Mr. Douglas asked for a motion to approve the Teacher Contract for Jasper Matthews. Mrs. Gee offered the motion. Mr. Coit seconded the motion. All were in favor. The Teacher Contract for Jasper Matthews was approved.

**14. Discussion & Possible Action on SPED Procedures and Policies**

**Action Item** – Mr. Douglas recognized Mrs. Matthews to present this item. Due to technical issues, Mr. Matthews presented it. He explained that this is done in conjunction with the IDEA-B application. The school

must approve policies and procedures related to special education. This policy is the state's policy. It identifies how students will be identified and served. It also identifies how ancillary services will be provided. In addition, it covers how documentation should be done. Overall, the policy explains how the school will deliver services, document and stay compliant with the special education rules and policies for the state. He also noted that this must be done as a part of the IDEA-B application. He asked if there were any questions. Mr. Boyd asked if SAT means Student Assistance Team. Mr. Matthews stated that it does. There were no more questions. Mr. Douglas asked for a motion to approve the Special Education Procedures. Mr. Boyd offered the motion. Mrs. Gee seconded the motion. All were in favor and the Special Education Procedures were approved.

#### **15. Discussion & Possible Action on IDEA-B Application**

**Action Item** – Mr. Douglas recognized Mr. Matthews to present the IDEA-B Application. Mr. Matthews explained that any school that wants to receive IDEA-B federal funds must submit this application. He stated that there are several objectives that have to be met in conjunction with the Special Education program. He pointed out the budget summary that is based on the amount of special education students the school has. This amount is \$24,316. He explained that the funds will be used for a part of the FTE for the Special Education Educational Assistant to help to support these students. Mr. Boyd asked if the allocation is based on the students and the severity of their needs. Mr. Matthews stated that this is correct. He went on to explain that the students are classified into levels of service. There were no other questions. Mr. Douglas asked for a motion to approve the IDEA-B application. Mr. Coit offered the motion. Mr. Boyd seconded the motion. All were in favor. The IDEA-B application was approved.

#### **16. Upcoming Regular Meeting**

Mr. Douglas noted that the date of the next regular meeting would be Monday, July 14, 2025 @ 12:00pm.

#### **17. Adjourn**

**Action Item** – Mr. Douglas called for the meeting to be adjourned at 1:32pm. Mrs. Gee offered a motion to adjourn the meeting. Mr. Coit seconded the motion. All were in favor and the meeting was adjourned.

Submitted by: Mr. Coit

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President

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Date