



**GC MEETING**  
**South Valley Prep Governing Council Agenda**  
**7.20.17 @ 12:30 PM.**  
**South Valley Preparatory School**  
**2813 Gun Club Rd SW ABQ, NM 87105**

**Meeting called by:** Bernadette Frieze

Members Present:

Quorum:   Y  

  AB   Bernadette Frieze, Chair

  X   Bill Reed, Member

  X   Jess Wiltamuth, Member

  AB   Monica Aguilar, Member

  X   Michaela Trujillo, Member

**----- Agenda -----**

1) Open Meeting – Meeting called to order at 12:46 p.m by Jess Wiltamuth. In accordance with the Open Meetings Act

2) Approval of agenda\* - JWiltamuth asks for questions, concerns, clarifications on meeting agenda. Hearing none, JWiltamuth asks for a motion to approve the GC agenda for 7/20/17. BReed motions to approve the agenda for the GC meeting 7/20/17. MTrujillo 2nds. Motion passes 3-0

3) Approval of minutes from 6.27.17 regular meeting and 7/3/17 Special meeting.\* JWiltamuth asks if there are any questions, concerns, clarifications needed for the 6/20/17 regular meeting minutes and the 7/3/17 Special Meeting minutes. Hearing none, JWiltamuth asks for a motion to approve the GC minutes for the 6/23/17 regular meeting. MTrujillo motions to approve the 6/23/17 regular meeting minutes. BReed 2nds. Motion passes 3-0

JWiltamuth asks if there are any questions, concerns, clarifications needed for the 7/3/17 Special meeting minutes and the 7/3/17 Special Meeting minutes. Hearing none, JWiltamuth asks for a motion to approve the GC minutes for the 7/3/17 Special meeting. BReed motions to approve the 7/3/17 Special meeting minutes. MTrujillo 2nds. Motion passes 3-0

4) Public Input (limited to 3 minutes per person) – no one present for public input

5) Financial Report and BARS Consideration\* - RCordova reviews Finance reports, bank statement, reconciliation. Reiteration and clarification on the end of the 16.17 school year cash carry over is increased based reallocations of some funds into IDEA-B and Title 1. Title 1 \$5000 cash carry over will be reserved for Homework club After school programming. JWiltamuth asks if there are any questions, concerns, clarifications regarding the Finance Reports as presented. Hearing none, JWiltamuth asks for a motion to approve the Finance Reports as presented. BReed motions to approve the Finance Reports as presented. MTrujillo 2nds. Motion passes 3-0

BAR Doc Id 515-000-1718-0001-I – Increase in Cash Carry over. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0001-I. MT motions to approve BAR ending in 0001-I. BReed 2nds. Motion approved 3-0

BAR Doc Id 515-000-1718-0002-I Increase in carry over amount to Instructional Materials by \$3,231. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0002-I. BReed motions to approve BAR ending in 0002-I. MTrujillo 2nds. Motion approved 3-0

BAR Doc ID# 515-000-1718-0003-IB Initial Budget for activities account for 17.18. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0003-IB. MTrujillo motions to approve BAR ending in 0003-IB. BReed 2nds. Motion approved 3-0

BAR Doc ID# 515-000-1718-0004-IB Initial budget for Medicaid reimbursement. Medicaid reimbursement is used for nursing services and supplies. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0004-IB. BReed motions to approve BAR ending in 0004-IB. MTrujillo 2nds. Motion approved 3-0

BAR Doc ID# 515-000-1718-0005-D – Decrease to carry over balance of the HB33 by \$3,821. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0005-D. BReed motions to approve BAR ending in 0005-D. MTrujillo 2nds. Motion approved 3-0

BAR Doc ID# 515-000-1718-0006-I – Increase to the SB9 carry over balance. JWiltamuth asks if there are any questions, concerns, clarifications needed... Hearing none, JWiltamuth asks for a motion to approve BAR Doc Id 515-000-1718-0006-I. MTrujillo motions to approve BAR ending in 0006-I. BReed 2nds. Motion approved 3-0

## 6) AGENDA

- 2017-2018 Open Meetings Act Resolution\* - Read by JWiltamuth –  
**RESOLUTION – SY 2017-2018 001**  
**OPEN MEETINGS ACT**

WHEREAS, the Governing Council of South Valley Preparatory School met at the facilities of South Valley Preparatory School located 2813 Gun Club Rd. SW Albuquerque, NM, on July 20, 2017 at 12:30 p.m., and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Governing Council of the South Valley Preparatory School to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the South Valley Preparatory School that:

1. All meetings shall be held at South Valley Preparatory School located 2813 Gun Club Rd. SW Albuquerque, NM 87105 or as otherwise indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held last Thursday of each month at 6:00 p.m. The agenda will be available at least seventy-two hours prior to the meeting from South Valley Preparatory School, whose office is located at 2813 Gun Club Rd. SW Albuquerque, NM 87105. Notice of any other regular meetings will be given ten days in advance of the meeting date.
3. Special meetings may be called by the Chairman or a majority of the members upon 72 hours' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Governing Council of the South Valley Preparatory School will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, the public body shall report to the New Mexico Attorney General's office the action taken and the circumstances creating the emergency.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda are posted at the administrative offices of South Valley Preparatory School and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the web-site of the South Valley Preparatory School [www.southvalleyprep.org](http://www.southvalleyprep.org).
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted at the administrative offices of South Valley Preparatory School and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the website of the South Valley Preparatory School [www.southvalleyprep.org](http://www.southvalleyprep.org).
7. In addition to the information specified above, notice shall indicate how a copy of the agenda may be obtained or include a hyperlink to the agenda. They shall also indicate how an individual with a disability who wishes to attend a meeting of the Governing Council and who might be in need of special accommodations, can obtain information and/or accommodation for their disability.
8. The Governing Council of the South Valley Preparatory School may close a meeting to the public only if the subject matter of such discussion or action is accepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
  - a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Governing Council of the South Valley Preparatory School taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be noted with reasonable specificity. Only those subjects specified in the motion may be discussed in the closed meeting.
  - b) If a closed meeting is conducted when the Governing Council of the South Valley Preparatory School is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
  - c) Following completion of any closed meeting, the minutes shall state whether the matters discussed in the closed meeting were limited only to those noted, when the meeting was closed.
  - d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Governing Council of the South Valley Preparatory School in an open public meeting.

Adopted this **July 20, 2017** at Albuquerque, NM.

JWiltamuth asks for questions, concerns, clarifications regarding the 2017-2018 Open Meetings Act Resolution. Hearing none, JWiltamuth asks for a motion to approve 2017-2018 Open Meetings Act

Resolution. BReed motions to approve the 2017-2018 Open Meetings Act Resolution. MTrujillo  
2nds. Motion passes 3-0

7) Principal's Report –

- Update on potential property that is available – CSDC negotiating potential purchase

8) Items for Future Agenda - None

9) Announcement of next meeting – 8/24/17 @ SVP

10) Adjournment – Meeting adjourned 1:38

\* Indicates Action Item

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact South Valley Prep Administration at 222-5642 at least forty-eight hours before the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact South Valley Prep Administration at 222-5642 if a summary or other type of accessible format is needed.