

**South Valley Preparatory School  
Governing Council Meeting MINUTES**

**March 26, 2019~ 5:00 pm**

**South Valley Preparatory School Campus  
2551 Karsten Court SE, Albuquerque, NM 87102 Conference**

**Type of meeting:** Monthly **Chair:** Bernadette Frietze

- Invited to Attend:**
1. Bernadette Frietze - **PRESENT**
  2. Monica Aguilar - **PRESENT**
  3. Jess Wiltamuth - **PRESENT**
  4. Micaela Trujillo - **ABSENT**
  5. Bill Reed - **ABSENT**
  6. Charlotte Trujillo – **non-voting present**
  7. Alfred Martinez – **non-voting present**

**Scheduled Guest(s):**

**Scheduled Absence:** Micha Trujillo, Bill Reed

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

1. Call to Order, Roll Call (Quorum?/? voting members).. Chair. – **3 out of 5 members present for a quorum.**
2. Welcome and Introductions..... Chair – **N/A**
3. Approval of Agenda **ACTION ITEM\***..... All – **BFrietze presents the Agenda for review asking for questions, concerns, corrections. Hearing none, BFrietze calls for a motion to approve the Agenda for the 3/26/19 GC meeting for South Valley Preparatory School. JWiltamuth motions to approve the 3.26.19 agenda. MAguilar 2nds. Motion approved 3-0.**
4. Approval of Previous Meeting Minutes **ACTION ITEM\*** - **BFrietze presents the Minutes from the 3.4.19 GC meeting that was the rescheduled meeting for February for review asking for questions, concerns, corrections. Hearing none, BFrietze calls for a motion to approve the Minutes from the 3.4.19 GC meeting for South Valley Preparatory School. MAguilar motions to approve the 3.26.19 agenda. JWiltamuth 2nds. Motion**
5. Open Public Comment .....Open **-NONE**
6. Action Items.....
  - a. Financial Reports\*.....Alfred – **AMartinez presents the financial report ending on 2/28/19. Last year has been rolled over and the estimated carry over should be approximately \$80,000. About 53% of the budget has been expended to date. \$16K in Lease Reimbursement 31200 will be reclassified to HB33 31600. Bank reconciliation presented and reviewed, and cleared checks reviewed by finance committee. BFrietze asks for questions, concerns, clarification. Hearing none, BFrietze asks for a motion to approve the financial report ending on 2/28/19. JWiltamuth motions to approve the finance report as presented. MAguilar 2nds. Motion carries 3-0**
  - b. BARs\* .....Alfred  
**BAR DOC ID#515-000-1819-0026-I – Increase budget for the SSAE Title IV grant in the amount of \$7,781. PED increased award amount. BFrietze asks for questions, concerns, clarification. Hearing none, BFrietze asks for a motion to approve BAR ending in 0026-I. MAguilar motions to approve BAR ending in**

---

0026-I. JWiltamuth 2nds. Motion carries 3-0

7. Executive Director Report.....Charlotte
  - a. Facility Update - **No new info or updates to report**
  - b. Non-profit update - **No new info or updates to report**
  - c. GC Training updates – **Training opportunities have been sent. Please sign up! Can use Spring Budget Workshop.**
8. Announcements/Set Next Meeting..... Chair – **Next meeting to be Thursday, April 25 @ 5:00**
9. Adjourn..... Chair – **BFrietze adjourns meeting @ 5:40**

---

**----- Statement of Non Discrimination -----**

South Valley Preparatory School does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at 222-5642 at least 24 hours prior to the meeting.

---

**----- Additional Information -----**

Regular monthly meetings @ 5:00 on the 4<sup>th</sup> Thursday of every month on the SVP Campus unless advertised otherwise.

Finance Committee – Bernadette Fietze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Andrew Cavalier, Norm Colter

Facilities Committee – Bill Reed

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

Audit Committee – Bernadette Fietze, Monica Aguilar, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez , Norm Colter