

South Valley Preparatory School
Governing Council Meeting MINUTES

June 20, 2019 ~ 5:00 pm

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

Type of meeting: Monthly

Chair: Bernadette Frietze

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

Scheduled Guest(s):
Scheduled Absence:

----- Agenda -----

1. Call to Order, Roll Call (Quorum?? voting members)..... Chair. – 4 members presents a quorum
2. Welcome and Introductions..... Chair – N/A
3. Approval of Agenda **ACTION ITEM***..... All – BFrietze presents the agenda for the 6.20.19 meeting. CTrujillo notes that the Internet & Technology Equipment Use Policy is not ready to be presented and needs to be removed or tabled until next month. BFrietze calls for questions, clarifications, hearing none BFrietze calls for a motion to approve the Agenda for 6.20.19 with action item 6d removed. MTrujillo motions to approve the Agenda with said changes. MAguilar seconds. Motion carries 4-0
4. Approval of Previous Meeting Minutes **ACTION ITEM***..... All - BFrietze presents the minutes from the previous meeting, 5.29.19. BFrietze calls for questions, clarifications, hearing none BFrietze calls for a motion to approve the Minutes from the 5.29.19 meeting. JWiltamuth motions to approve the minutes from the 5.29.19 meeting. MTrujillo seconds. Motion carries 4-0
5. Open Public CommentOpen – No one present for open comment
6. Action Items.....
 - a. Financial Reports*.....Alfred – AMartinez presents the financial reports as of May 31, 2019. Percent of the budget used = 92%. AMartinez anticipates additional carry over as he closes PO's that have been unspent. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve the Financial reports. MAguilar motions, JWiltamuth 2nds. Motion carries 4-0
 - b. BARs*Alfred
BAR Doc ID# 515-000-1819-0039-I – Increase in Title 1 due to the final and additional allocation. Will go towards salaries. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve BAR ending in 0039-I. MTrujillo motions, JWiltamuth 2nds. Motion carries 4-0

BAR Doc ID# 515-000-1819-0040-T - Transfer from support services to instruction within IDEA-B. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve BAR ending in 0040-T. JWiltamuth motions, MAguilar 2nds. Motion carries 4-0

Cash Transfer*.....Alfred – AMartinez presents cash transfer of \$814.43 that was received last year from the Bernalillo County CIS grant that was put into operational. This cash transfer would move the money from operational back into the grant. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve the cash transfer. MTrujillo motions, MAguilar 2nds. Motion carries 4-0
- c. ~~Internet & Technology Equipment Use Policy*~~.....Charlotte – removed from agenda
- d. Executive Session ED Evaluation*Bernadette – BFrietze calls for a motion to go into closed session @ 5:33 pm MAguilar motions, MTrujillo 2nds, Motion carries 4-0.

BFrietze calls for motion to come out of Executive Session @ 6:02 – MTrujillo motions, MAguilar 2nds, motion carries 4-0.

- e. 2019-2020 ED Contract*.....Bernadette – BFrietze presents the 2019-2020 Executive Director Contract for CTrujillo. BFrietze calls for questions, clarifications....hearing none BFrietze calls for a motion to approve the 19.20 ED contract for CTrujillo. MAguilar motions to approve the 19.20 ED contract. MTrujillo 2nds. Motion carries 4-0.

2019-2020 Charter goal for new contract (Certification of GC vote).....Charlotte – CTrujillo presents the proposed goal for the new contract negotiation to cover the last year of SVP’s 5 year charter. SVP was kicked into the new contract when their approval for an enrollment cap increase was approved. CTrujillo proposes that the goal remain the same, the Qualities for Success goal that ties to the mission, with an increase in the expected score and an increase the percentage of students needed to meet the goal to 80%. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve the proposed goal to the PEC that reads: 80% to 85% of all full academic year (FAY) South Valley Prep students will score 91 or higher on the Qualities for Success Assessment OR they will increase their annual baseline Q for S score by at least 10 points as assessed by the homeroom teacher and as measured by the total score on the Qualities for Success Report Card. MTrujillo motions, MAguilar 2nds. Motion carries 4-0.

CSP Grant.....Charlotte – CTrujillo presents the CSP letter of intent. The CSP grant allows schools to apply for additional money to support expansion or replication. The money that will be awarded if received will be based on the number of students SVP increases by each year over the next 3 years. SVP, if funded would receive \$16,800 the first year and approximately \$22,000 for the 2nd and 3rd year. CTrujillo would like to submit a letter of intent to apply. BFrietze calls for questions, clarifications...hearing none BFrietze calls for a motion to approve the letter of intent to apply for the CSP grant. MAguilar motions, MTrujillo 2nds. Motion carries 4-0

- f. New Board Member - Adam Oakey*Bernadette. CTrujillo presents Mr. Adam Oakey on the phone to share his interest in sitting on the GC and his story. After lengthy discussion among GC members, BFrietze calls a motion to table the vote. MAguilar motions, MTrujillo 2nds. Motion carries 4-0

7. Executive Director Report.....Charlotte

- a. PED / Sped Bureau & 2017-2018 IDEA-B Initial Allocation to SVP “mistake” – Special Ed bureau, after sending us a \$9,000 reimbursement is now saying we did not meet MOU and that they over funded SVP by \$9,000 on the initial allocation for 18.19. SVP will have to pay back \$9,000 and potentially lose another \$20,000 from IDEA-B for 19.20. AI is working with Bureau director to submit an exception.
- b. Facility Update - None at this time
- c. Non-profit update - None
- d. GC Training updates – All members have completed their 8 hours of training for 18.19

8. Announcements/Set Next Meeting..... Chair – Next meeting set for Thursday, July 25 @ 4:00 with a finance meeting @ 3:30.

9. Adjourn..... Chair – Meeting adjourned at 6:53

----- **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 4th Thursday of every month on the SVP Campus unless advertised otherwise.

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

Facilities Committee – VACANT

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

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