

South Valley Preparatory School
Governing Council Meeting MINUTES
October 25, 2018 ~ 5:00 pm
South Valley Preparatory School Campus
2551 Karsten Court SE, Albuquerque, NM 87102 Conference

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

- Invited to Attend:**
1. Bernadette Fietze - AB
 2. Monica Aguilar - AB
 3. Jess Wiltamuth - PRESENT
 4. Michaela Trujillo - PRESENT
 5. Bill Reed - PRESENT
 6. Charlotte Trujillo – PRESENT (NON-VOTING)
 7. Alfred Martinez - PRESENT (NON-VOTING)

Scheduled Guest(s):
Scheduled Absence: Bernadette Fietze, Monica Aguilar

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

1. Call to Order, Roll Call (Quorum?/? voting members).. Chair. – JWiltamuth calls the meeting to order at 5:10. 3 of 5 members present for a quorum
2. Welcome and Introductions..... Chair – Dana Flores, Administrative Intern
3. Approval of Agenda ACTION ITEM* All – JWiltamuth calls for questions, concerns, review of Agenda for the 10.25.18 meeting. AMartinez requests that the Financial Report be tabled as there were no members present for the Finance Meeting and they need to review all finance docs before finance report is approved. JWiltamuth call for a motion to approve the agenda for the 10.25.18. meeting with the Financial Reports tabled. BReed motions to approve the agenda for the 10.25.18 meeting with the Financial RErports tabled. MTrujillo 2nds. Motion passes 3-0 with 2 members absent.
4. Approval of Previous Meeting Minutes ACTION ITEM* All - JWiltamuth calls for questions, concerns, review of Minutes for the 9.27.18 meeting. Hearing none, JWiltamuth call for a motion to approve the Minutes for the 9.27.18 meeting. MTrujillo motions to approve the Minutes for the 9.27.18 meeting. BReed 2nds. Motion passes 3-0 with 2 members absent.
5. Action Items.....
 - a. Financial Reports* Alfred – TABLED due to no Finance meeting
 - b. BARs* Alfred –
 BAR Doc ID 515-000-1819-0017-IB – initial budget for the SSAE sub award for \$10,000. Will be used to pay a portion of SW salary and transportation to the Farm. JWiltamuth calls for questions. Hearing none, JWiltamuth calls for a motion to approve BAR ending in 0017-IB. BReed motions to approve BAR ending in 0017-IB. MTrujillo 2nds the motion. Motion is approved 3-0 with 2 members absent.

BAR Doc ID 515-000-1819-0018-IB – Initial budget for the 2018-2019 Lease

Assistance award in the amount of \$101,041.00. JWiltamuth calls for a motion to approve BAR ending in 0018-IB. MTrujillo motions to approve BAR ending in 0018-IB. BReed 2nds the motion. Motion is approved 3-0 with 2 members absent.

BAR Doc ID 515-000-1819-0019- I - initial budget for the CYFD At-Risk, CACFP Dinner program in the amount of \$24,000. JWiltamuth calls for a motion to approve BAR ending in 0019-IB. BReed motions to approve BAR ending in 0019-IB. MTrujillo 2nds the motion. Motion is approved 3-0 with 2 members absent.

6. Discussion Items.....Charlotte
 - a. Security Grant – Door security systems installed despite no funding
 - b. Facility Master Planning – Application submitted with a request that the school match be waived.
7. Executive Director Report.....Charlotte
 - a. Facility Update – Payment was made for October. Balance as of 10/21/18 \$89,500
 - b. Non-profit update – Non-profit still working on fundraising. No donations that we know of. BReed states that there has been a donation. CTrujillo will check in with Chair Clara Pena.
8. Open Public Comment.....Open – DFlores, administrative Intern comments on positive school environment and CTrujillo Leadership.
9. Announcements/Set Next Meeting..... Chair – 4th Thursday in November falls on Thanksgiving. Meeting moved to 5th Thursday, November 29th @ 5:00 p.m. with a finance meeting @ 4:30.
10. Adjourn..... Chair
JWiltamuth adjourns meeting at 5:45

----- Statement on Open Forum for Public Comment -----

The Governing Council welcomes public comments during the "Public Comment" portion of the governing council meeting agenda. Individuals wishing to make public comments shall complete a Public Comment form and submit it to the Council President prior to the "Public Comment" section of the meeting. Individual oral presentations will be limited to 5 minutes, unless extended by the Council Chair

----- 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 Frieze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Andrew Cavalier

Facilities Committee – Bill Reed

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

Audit Committee – Bernadette Frieze, Monica Aguilar, Norman Colter, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez ,