

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

**Wednesday, February 26, 2020 @ 5:00**

**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 **ABSENT**
  4. Michaela Trujillo - **PRESENT**
  5. Brian Ver Ploegh **ABSENT**
  6. Charlotte Trujillo – non-voting - **PRESENT**
  7. Alfred Martinez – non-voting - **PRESENT**

**Scheduled Guest(s):** Jamie Munsey, MJ

**Scheduled Absence:** Brian VerPloegh

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

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1. Call to Order, Roll Call (Quorum??/ voting members).....Chair. – **3 present quorum**
2. Welcome and Introductions .....Chair – **N/A**
3. Approval of Agenda **ACTION ITEM\***.....All – **BFrietze presents the agenda for review. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve the agenda for Feb 26, 2020 GC meeting. MAguilar motions, MTrujillo 2nds. Motion carries 3-0**
4. Approval of Minutes from previous meeting(s).....Chair **BFrietze presents the minutes from the 1.23.20 meeting for review. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve the minutes from the January 23, 2020 GC meeting. MTrujillo motions, MAguilar 2nds. Motion carries 3-0**
5. Open Public Comment .....Open - **NONE**
6. Action Items.....
  - a. Financial Report\*.....**Al Martinez reviews the budget as of January 31, 2020. 52% of the budget is expended. On track. BFrietze asks for questions and clarifications. Hearing none BFrietze calls for a motion to approve the financial report. MAguilar motions, MTrujillo 2nds. Motion carries 3-0**
  - b. BARs\* .....**Alfred**  
**BAR DOC ID# 515-000-1920-0019-I - \$750 American Friends Grant – local NM grown foods to supplement meals or snack. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0019-I. MTrujillo motions, MAguilar 2nds. Motion carries 3-0**  
**BAR DOC ID # 515-000-1920-0020-I – increase of the unit value. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0020-I. MAguilar motions, MTrujillo 2nds. Motion carries 3-0**  
**BAR DOC ID# 515-000-1920-0021-IB SB-9 State Match. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0021-IB. MTrujillo motions, MAguilar 2nds. Motion carries 3-0**  
**BAR DOC ID# 515-000-1920-0022-IB. USDA Kitchen Equipment Grant - Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0022-IB. MAguilar motions, MTrujillo 2nds. Motion carries 3-0**  
**BAR DOC ID# 515-000-1920-0023-I. Student activities account received cash receipts. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0023-I. MTrujillo motions, MAguilar 2nds. Motion carries 3-0**  
**BAR DOC ID# 515-000-1920-0024-IB. Keep Albuquerque beautiful grant. Asking for questions and clarifications. Hearing none BFrietze calls for a motion to approve BAR ending in 0024-IB. MTrujillo motions, MAguilar 2nds. Motion carries 3-0**
  - c. Executive Session\*.....**BFrietze calls for a motion to enter into Executive Session (5:20 p.m.). MAguilar motions, MTrujillo 2nds. Motion carries 3-0. Personnel issue. BFrietze calls for a motion to exit Executive Session (5:30 p.m.). MAguilar motions, MTrujillo 2nds. Motion carries 3-0.**
7. Executive Director Report.....**Charlotte**
  - a. Renewal update – **renewal has been granted 5 years with no conditions. completing paperwork to be ready for March**

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- b. Facility Master Plan Update – Greer architecture will be compiling parent input to present to us next month
  - c. GC Training updates – be sure to sign up for the hours related to the topics you need. See schedule
  - d. NSLP Audit Update – NSLP audit has been closed with no corrective actions
  - e. SVP 10<sup>th</sup> Anniversary – planning on a celebration for end of March or April
8. Announcements/Set Next Meeting..... Chair. Thursday, April 23<sup>rd</sup> - Finance meeting @ 4:30 and GC meeting @ 5:00
9. Adjourn..... Chair – Meeting adjourned 5:56 pm

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**----- 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.

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**---- 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 Frieze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Andrew Cavalier, Norm Colter

Facilities Committee – Brian VerPlough

Policy Committee – Jess Wiltamuth, Michaela Trujillo

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