



Governing Council  
Brittney Barreras, Chair  
Bernadette Fietze - Member  
Melissa Toledo-Ontiveros, Member  
Jessica Montoya, Member  
Charlotte Trujillo, Member

# Governing Council AGENDA

Crystal Avalos, Executive Director  
Justine Vigil, Business Manager  
2551 Karsten Court SE  
Albuquerque, NM 87102  
(505) 222-5642  
southvalleyprep.org

## REGULAR MEETING NOTICE

**Date:** Wednesday, November 19, 2025 Regular Meeting @ 5:00pm. Finance Committee @ 4:00pm with agenda being financials from previous month and Budget Adjustment Requests (BARs)

**Location:** Conference Room, 2551 Karsten Ct. SE, Albuquerque, NM 87102

**Streaming (Prior to October 2024) of Governing Council Meetings**

**Streaming (October 2024 Onward) of Governing Council Meetings**

**Back-Up Streaming of Governing Council Meetings**

**Email:** [gc@southvalleyprep.org](mailto:gc@southvalleyprep.org) (Please send public comments to this email prior to the scheduled meeting)

1. **OPENING**
  - 1.1 Call to Order.
  - 1.2 Introduction of Guests.
  - 1.3 Roll Call.
2. **OPEN PUBLIC COMMENTS** (email [gc@southvalleyprep.org](mailto:gc@southvalleyprep.org) to sign-up or to send written statement to be read)
3. **APPROVAL OF AGENDA**
  - 3.1 Consider approval of today's agenda.
4. **APPROVAL OF MINUTES**
  - 4.1 Consider approval of minutes from last month's meeting.
5. **ACTION ITEMS**
  - 5.1 Finance Report and Consider approval of financial statements for previous month(s).
  - 5.2 Consider approval of BAR(s).
  - 5.3 Consider approval of "Work Schedule Policy"
  - 5.4 Consider approval of Finance Committee recommendation regarding current contractor quotes and invoicing
6. **EXECUTIVE DIRECTOR'S REPORT**
7. **DISCUSSION ITEMS**
  - 7.1 PEC GC Member extension
  - 7.2 Audit Update
  - 7.3 Council training opportunity PCSNM Winter Conference Dec 10th – 12th
  - 7.4 Next meeting
8. **ADJOURN**

## Public Comment

Three ways to provide comment: (a) in-person during the meeting, (b) click Chat feature on YouTube streaming, or (c) email statement to [gc@southvalleyprep.org](mailto:gc@southvalleyprep.org) prior to meeting.

## 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 (505) 222-5642 at least 24 hours prior to the meeting.

## Additional Information

**Finance Committee** –Brittney Barreras, Alfred Martinez, Justine Vigil, Crystal Avalos, Charlotte Trujillo / **Facilities Committee** –Jessica Montoya, Crystal Avalos, Justine Vigil / **Audit Committee** – Mary Scofield, Brittney Barreras, Charlotte Trujillo, Ashley Barranca, Alfred Martinez, Crystal Avalos