



Governing Council
Brittney Barreras, Chair
Bernadette Frieze - Member
Melissa Toledo-Ontiveros, Member
Rios Fernandez, Member
Charlotte Trujillo, Member

Governing Council MINUTES

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

REGULAR MEETING NOTICE

Date: Monday, February 2, 2026 (rescheduled January Meeting) 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 (Please send public comments to this email prior to the scheduled meeting)

1. OPENING

1.1 Call to Order. - Meeting called to order at 5:03 pm

1.2 Introduction of Guests - N/A, no guests present

1.3 Roll Call. -

Brittney Barreras, Chair - Present

Bernadette Frieze, Member - Present

Melissa Toledo-Ontiveros, Member - Present

Rios Fernandez, Member - Present

Charlotte Trujillo, Member - Present

2. OPEN PUBLIC COMMENTS (email gc@southvalleyprep.org to sign-up or to send written statement to be read) - No requests for open comments

3. APPROVAL OF AGENDA

3.1 Consider approval of today's agenda. - C.Trujillo notes that Action Item 5.3 is not due to the PEC unlike previously thought. GC will benefit from more time spent to discuss and complete. C.Trujillo motions to approve the agenda with the following change; Action item 5.3 New Mexico Public Education Commission Performance Framework Indicator 3.C Compliance Certification Assurance to be moved to a Discussion item. B.Frieze 2nds. Motion passes unanimously

4. APPROVAL OF MINUTES

4.1 Consider approval of minutes from last month's meeting.- Previous meeting minutes presented for discussion, questions. Hearing no discussion, B.Barreras motions to approve minutes from (DECEMBER) meeting. 2nd by B.Frieze. Motion passes unanimously

5. ACTION ITEMS

5.1 Finance Report and Consider approval of financial statements for previous month(s). - Business Manager Justine Vigil presents finance reports from July 1, 2025 through December 31, 2025.

The finance committee met prior to this GC meeting, reviewed all reports. Healthy cash carryover balance. A few negative funds, primarily federal funds will be cleaned up by the end of May

Overpayment to the IRS refund received \$39,212. We were expecting a refund.

6 expenditures were pulled from last month's report, back up reviewed.

Another 4 to 6 items will be randomly selected for back up review from these reports for us to review at next month's finance meeting

Motion to approve Finance Reports by B.Barreras, 2nd by B.Frieze. Motion passes unanimously.

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 prior to meeting.

Statement of Non-Discrimination

South Valley Preparatory School does not discriminate based on 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** –Rios Fernandez, Crystal Avalos, Justine Vigil / **Audit Committee** – Mary Scofield, Brittney Barreras, Charlotte Trujillo, Ashley Barranca, Alfred Martinez, Crystal Avalos

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5.2 Consider approval of BAR(s)

- Bar Doc ID# 515-000-2526-009-I - HB33 funding increased \$35,305.00.
- Bar Doc ID# 515-000-2526-0010-I - SB9 funding increased \$41,536.00.
- Bar Doc ID# 515-000-2526-0011-D - Decrease funding by (\$4,022.00)
- Bar Doc ID# 515-000-2526-0012-I - Universal Free lunch program funding increase \$1,644.00.
- Bar Doc ID# 515-000-2526-0013-D - Medicaid funding decrease (\$4,133.00).
- Bar Doc ID# 515-000-2526-0015-I ECECD After school dinner program funding increased \$1,163.00.
- Bar Doc ID# 515-000-2526-0016-I SB9 State Match funding increased \$14046.
- Bar Doc ID# 515-000-2526-0017-I - Operational funding increased \$44,240.
- Bar Doc ID# 515-000-2526-0018-D - Operational funding decrease
- Bar Doc ID# 515-000-2526-0019-I - Operational funding activity fund increased from cash carryover \$13,239.00.

B.Frieze motions to approve all BARs presented. 2nd by R.Fernandez. Motion passes unanimously.

5.3 New Mexico Public Education Commission Performance Framework Indicator 3.C. Compliance Certification Assurance- MOVED to discussion item

6. EXECUTIVE DIRECTOR'S REPORT

- Advocacy day at the Roundhouse on January 27th - great experience for the students
- Enrollment is up by 7 students since the 40th day. The media blitz has helped increase tours. Lots of tours being requested as parents are looking at schools for next year
- The end of the trimester is coming up. Students are working on MOY NWEA testing.
- The 90 Day Plan goal will be reviewed as MOY test data from NWEA is complete. Math CAP goal in particular, SVP students are half way to achieving this goal. ED Avalos feels confident that the goal will be met
- An Outdoor Equity Grant has been submitted asking for \$15K. Grant recipients will be notified in the next week or so
- Nature Ninos has requested 2 students from SVP to go to Santa Fe on February 4th to advocate for outdoor equity money
- Met with Nature Ninos about tree and shrub planting.
- Partner Los Jardines Institute will be coming to SVP more often to help us work on our gardens
- 1 teacher has submitted their resignation effective March 1st. ED Avalos will be looking into adding Kelly Services as a vendor.
- The staff has been wonderful. Lots of support from teachers pitching in, all staff pulling together as a team to support each other and the students
- Need to look at purchasing some new, updated curriculum
- 90 day goals were reiterated to the GC members. ED Avalos mentioned that there was a lot of work to be done to ensure MLSS is aligned. Work with the instructional coach initially to do the goals. The system is going to be in place for next year for teachers to fully engage in the 90 day plan.
- SVP's Vista designation is "Traditional"

7. DISCUSSION ITEMS

7.1 **Announcements** - B.Barreras update on the governing board training. B.Frieze was able to complete training on Canvas. Able to watch the videos and then take a quiz. Training is now free on Canvas.

Also live training is also available. B.Barreras will share those opportunities. Update hours for each. R.Fernandez will need to complete 10 hours because he is new. The rest of the members need to complete 5 hours. All need to be completed by June 30th.

7.2 **Next meeting** - March 25th

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- 7.3 **New Mexico Public Education Commission Performance Framework Indicator 3.C. Compliance Certification Assurance-**
The assurance is due to PED CSD on April 30, 2026. C.Trujillo suggested that each GC member complete the survey themselves so that we are prepared to discuss. Also unable to do all of the document because the Audit has not been released yet. We need to be prepared to create
1st document has a list of all the compliance items that we will need to rate ourselves
2nd document is the rating form itself.
CSD is good about providing guidance for areas that we feel we need to improve on.
2 meetings to review and discuss.
Annual Audit reports should be released soon.

ADJOURN - meeting adjourned at 5:45

DRAFT

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