



Governing Council  
Brittney Barreras, Chair  
Bernadette Frieze - Member  
Melissa Toledo-Ontiveros, Member  
Rios Fernandez, 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, February 25, 2026 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 - Meeting called to order at 5:05 pm

1.2 Introduction of Guests - No guests

1.3 Roll Call. - @ 5:05

Brittney Barreras - present

Bernadette Frieze - Absent

Melissa Ontiveros - Present @ 5:08

Charlotte Trujillo - Present

Rios Fernandez - Present @ 5:12

### 2. OPEN PUBLIC COMMENTS (email [gc@southvalleyprep.org](mailto:gc@southvalleyprep.org) to sign-up or to send written statement to be read)

No public comment requests

### 3. APPROVAL OF AGENDA

3.1 Consider approval of today's agenda. - approval of the agenda postponed approved at 5:08 with the arrival of Melissa Ontiveros @ 5:08 with the following changes - Executive Directors Report to be moved to #2 on the agenda motion to approve by Melissa Toledo-Ontiveros , 2nd by Brittney Barreras . Motion passes 3 - 0 with 2 members absent.

### 4. APPROVAL OF MINUTES

4.1 Consider approval of minutes from last month's meeting. - minutes from the rescheduled January meeting that occurred on February 2nd presented for consideration of approval. Motion to approve by Brittney Barreras , 2nd by Rios Fernandez. Motion carries 4-0 with 1 member absent

### 5. ACTION ITEMS

5.1 Finance Report and Consider approval of financial statements for previous month(s). - Business Manager Justine Vigil presented the financials for SVP for the 25-26 fiscal year up to January 31, 2026 so far. Operational budget is healthy. SVP will have a decrease in Title 1 funding due to the lower enrollment numbers on the 40th day. IRS refund in the amount of \$39,000+ received and budgeted into operational fund line items as shown in Bar #21

5.2 Consider approval of BAR(s)

515-000-2526-0021-I - Increase Bar for \$39,366.19 put into a variety of operational line items including student support, operation and maintenance and student transportation. Motion to approve Bar ending in 0021-I Motion to approve Charlotte Trujillo 2nd by Brittney Barreras. Motion carries 4-0 with one member absent

515-000-2526-0022-I - increase bar to add revenues from meal programs in the amount of \$20,466.15. Motion to approve by Rios Fernandez, 2nd by B.Barreras. Motion carries 4-0 with one member absent

#### 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 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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515-000-2526-0023-I - SB-9 state match funding in the amount of \$4,997.06. Motion to approve by, B.Barreras 2nd by M.Ontiveros. Motion carries 4-0 with one member absent

515-000-2526-0024-D - Title 1 Decrease in the amount of \$27,515.11 due to enrollment numbers. Motion to approve C.Trujillo, 2nd by B.Barreras. Motion carries 4-0 with one member absent.

**6. EXECUTIVE DIRECTOR'S REPORT - Executive Director's report moved to #2 on the agenda**

- 7. Several exciting new opportunities for SVP as reported by ED Crystal Avalos. Working Classroom non-profit has gifted SVP money for art and has gifted SVP a mural. The mural will be installed in the cafeteria.**

CSD visit - CSD staff was present all day, meeting with GC members, Staff and student focus groups. The language and cultural equity department met with Crystal regarding the heritage model used by SVP. Crystal shared a new schedule proposal for 26-27 that address the needs for our EL students.

Freddy & Missy Sanchez of Sanchez Cycles reached out to ED Avalos to ask if they could put on a fundraiser event for South Valley Prep. To be held on Sunday, March 22nd @ the Moose Lodge. There will be bands, food, pop-up trucks. Social media campaign to promote the event.

**8. DISCUSSION ITEMS**

**8.1 Announcements**

**8.1.1 GC Elections - C.Trujillo will send out the bylaws for everyone to review the election process, terms, etc.**

**8.1.2 GC training updates - GC training needs to be completed by June 30th. Several members have signed up using NMPED Canvas system. Training is free.**

**8.1.3 Requirement to publish SVP's Vista - Crystal received information regarding this requirement and will ensure we are in compliance.**

**8.1.4 General announcements - Fundraiser March 22nd. Please all be there.**

**8.2 Next meeting - Next meeting 3/25/26**

**ADJOURN - Meeting Adjourned at 5:32 pm**

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