



Governing Council
Brittney Barreras, Chair
Bernadette Frietze - 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: Wednesday, March 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 (Please send public comments to this email prior to the scheduled meeting)

1. OPENING

1.1 Call to Order. - Meeting called to order at 5:01 by Bernadette Frietze

1.2 Introduction of Guests. - None

1.3 Roll Call. -

B.Barreras - absent (Sick)

B.Frietze - present

M.Toledo-Ontiveros - present

R.Fernandez - not present but was logging in virtually at the time of roll call

C.Trujillo - present

2. OPEN PUBLIC COMMENTS (email 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 - Motion to approve the agenda by C. Trujillo 2nd by M.T-Ontiveros. Motion carries 3-0 with one member absent and one member currently logging in.

4. APPROVAL OF MINUTES

4.1 Consider approval of minutes from last month's meeting. - (Rios Fernandez still trying to log in) Motion to approve the minutes from the previous meeting. Motion to approve agenda by C.Trujillo. 2nd by M.T-Ontiveros. Motion carries 3-0.

5. ACTION ITEMS

5.1 Finance Report and Consider approval of financial statements for previous month(s). - (Rios Fernandez now logged in and present) Business manager reviews financial statements with the board. 3 months left of the fiscal year. School is in good standing. Healthy cash carry over even with decrease in Title 1 funding. Motion to approve by C.Trujillo, 2nd by M.T-Ontiveros. Motion carries 4-0 with 1 member absent

5.2 Consider approval of BAR(s) -

SVPS FY26 BAR#0026-IB- Fund 25171 - bar that was approved last month was disapproved by PED. This bar has the correct fund (Dinner program was previously under early childhood) Motion to approve by C.Trujillo, 2nd by M.T-Ontiveros. Motion carries 4-0 with one member absent

SVPS FY26 BAR#0027-I- Fund 11000 - donation by Michigan University for participation in survey. Motion to approve by R.Fernandez, 2nd by M.T-Ontiveros. Motion carries 4-0

SVPS FY26 BAR#0028-I- Fund 11000 - voided - had wrong fund

SVPS FY26 BAR#0029-I- Fund 23000 - Refund for stale dated check to Amtrak to be returned to the activities fund. Motion to approve by R.Fernandez, 2nd by M.T-Ontiveros. 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 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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- 5.3 **25-26 Calendar Corrections** - Corrections needed per PED and CSD regarding the current 25-26 calendar. Changes to the calendar include the addition of 2 instructional days. Motion to approve the calendar corrections Motion to approve by C.Trujillo, 2nd by M.T-Ontiveros. Motion carries 4-0 with 1 member absent
- 5.4 **Work Order System** - Work order system presented by ED C.Avila. Creates a system where work and hours submitted by contractors is more transparent and clearer oversight. Motion to approve by C.Trujillo, 2nd by M.T-Ontiveros. Motion carries 4-0 with 1 member absent
- 5.5 **26-27 Calendar** - next year's calendar presented by ED C.Avalos. 186 days for kids and 190 for staff. Question on April 5th and the day's notation on the calendar as a day off but not listed in the days off below. ED C.Avalos stated that it is a mistake on the way it is designated on the calendar. It is an instructional day the correction will be made. Motion to approve by M.T-Ontiveros, 2nd by C.Trujillo. Motion carries 4-0 with 1 member absent.

5.6

6. EXECUTIVE DIRECTOR'S REPORT

7. DISCUSSION ITEMS

- 7.1 **GC Elections** - Continue to review By laws info on elections and offices. C.Trujillo noted that she would confirm the date of the last election to ensure we are in compliance.
- 7.2 **GC training updates** - no new updates on the training hours earned. C.Trujillo and R.Fernandez will begin Canvas classes to complete training.
- 7.3 **General announcements** - ED C.Avalos provides an update on enrollment. Enrollment continues to increase. Media campaign is bringing in students. Lottery to run through March. Update to come on next year's projections. Excited to have some work to be completed over spring break - shade structures and turf to be installed for students to enjoy.
- 7.4 **Next meeting** - Next meeting on Wednesday, April 22nd.

ADJOURN - Meeting adjourned at 5:42

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