

Governing Council
Brittney Barreras, Chair
Steven Cordova, Secretary
Jessica Montoya, Member
Lisa Krebs, Member
Mary Beth Libbey, Member



Governing Council AGENDA

Baylor Del Rosario, Executive Director
Aida Homs-Rivera, Assistant Principal
Maria Fidalgo, Business Manager
2551 Karsten Court SE
Albuquerque, NM 87102
(505) 222-5642
southvalleyprep.org

REGULAR MEETING NOTICE

Date: Wednesday, March 20, 2024 Regular Meeting @ 5:00pm

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

Date: 4/24/24
Signature: [Handwritten Signature]

1. OPENING

- 1.1. **Call to Order.** Secretary Steven Cordova called the meeting to order at 5:20pm.
- 1.2. **Introduction of Guests.** None.
- 1.3. **Roll Call.** Present were: Mary Beth, Steven, Lisa. Absent were: Brittney and Jessica

2. OPEN PUBLIC COMMENTS No public comments.

3. APPROVAL OF AGENDA

- 3.1. Consider approval of today's agenda March 20, 2024. Lisa motioned to approve today's meeting agenda. Mary Beth seconded. Unanimously passed.

4. APPROVAL OF MINUTES

- 4.1. Consider approval of minutes from February 21, 2024 meeting. Lisa motioned to approve the February 21, 2024 meeting minutes. Mary Beth seconded. Unanimously passed.

5. EXECUTIVE DIRECTOR'S REPORT Baylor presented on his report.

6. ACTION ITEMS

- 6.1. Consider approval of the resolution on BARs. Maria explained that budget adjustment requests (BARs) are needing to be approved in a timely manner in order to continue the operations of the school. The resolution would give the head administrator and business manager authority to submit and make any and all necessary budget adjustments in the event the council was unable to review and approve such items in a timely manner. Lisa motioned to approved the resolution and Mary Beth seconded. Unanimously passed. See resolution on the last page of minutes.
- 6.2. Consider approval of the Bilingual Multicultural Education Program (BMEP) grant application. SVP currently implements a heritage program where a bilingual endorsed teacher provides the 1st hour of instruction in the target language (i.e., Spanish Language Arts) to eligible students, while the 2nd hour of instruction is a separate English Language Development (ELD) course. Lisa motioned to approve the application. Mary Beth seconded. Unanimously passed.
- 6.3. Consider approval of financial statements for December 2023, January 2024, and February 2024. Lisa motioned to approve all financial statements. Mary Beth seconded. Unanimously passed.
- 6.4. Consider approval of BAR(s). Lisa motioned to approve BAR 12-I. Mary Beth seconded. Unanimously passed. Lisa motioned to approve BAR 13-I. Mary Beth seconded. Unanimously passed. Lisa motioned to approve BAR 24-I. Mary Beth seconded. Unanimously passed. Lisa motioned to approve BAR 25-I. Mary Beth seconded. Unanimously passed. Lisa motioned to approve BAR 26-I. Mary Beth seconded. Unanimously passed. Lisa motioned to approve BAR 27-I. Mary Beth seconded. Unanimously passed.
- 6.5. Consider approval of out-of-state field trip by 8th grade students to Disneyland. Lisa motioned to approve the out of state trip. Mary Beth seconded. Unanimously passed.

Please notify the executive director by 10:00am on the day of the meeting via email at baylor.delrosario@southvalleyprep.org if you would like to speak during the Open Public Comments section of the 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

Regular monthly meetings @ 5:00pm on the 4th Wednesday of every month on South Valley Prep campus in the conference room unless advertised otherwise.

Finance Committee—Brittney Barreras, Lisa Krebs, Baylor Del Rosario, Maria Fidalgo / **Facilities Committee**—Lisa Krebs, Jessica Montoya, Maria Fidalgo Baylor Del Rosario / **Policy Committee**—Steven Cordova, Baylor Del Rosario / **Audit Committee**—Steven Cordova, Nina Noriega, Maria Fidalgo, Brittney Barreras, Mary Beth, Baylor Del Rosario

Governing Council
Brittney Barreras, Chair
Steven Cordova, Secretary
Jessica Montoya, Member
Lisa Krebs, Member
Mary Beth Libbey, Member

Governing Council AGENDA

Baylor Del Rosario, Executive Director
Aida Homs-Rivera, Assistant Principal
Maria Fidalgo, Business Manager
2551 Karsten Court SE
Albuquerque, NM 87102
(505) 222-5642
southvalleyprep.org

- 6.6. Consider approval of out-of-state trip by the head administrator and humanities teacher to Deeper Learning Conference from March 25-28, 2024. Lisa motioned to approve the out of state trip. Mary Beth seconded. Unanimously passed.
- 6.7. Consider approval of new governing council member(s). Lisa motioned to move the item to next month's agenda. Mary Beth seconded. Unanimously passed.
- 6.8. Consider approval of School Calendar for 2024-2025. Lisa motioned to move the item to next month's agenda. Mary Beth seconded. Unanimously passed.
- 6.9. Consider approval of School Budget for 2024-2025. Lisa motioned to move the item to next month's agenda. Mary Beth seconded. Unanimously passed.
- 6.10. Consider approval of Feasibility Study for Expansion at a cost of \$45,893.45. Lisa motioned to approve the feasibility study. Mary Beth seconded. Unanimously passed.
- 6.11. Consider approval of disposal of property. A list of old and non-functioning assets was presented to the council for disposal, which is required prior to requesting disposal from the State Auditor's Office. Lisa motioned to approve the disposal of listed items and Mary Beth seconded. Unanimously passed.
7. **CLOSED SESSION** Consider approval for the governing council to enter into closed session as permitted by the Open Meetings Act, section 10-15-1(H)(2) to discuss Limited Personnel Matters specifically evaluation of the executive director. No closed session took place.
8. **DISCUSSION ITEMS**
 - 8.1. Next meeting. The next regular meeting will be April 24, 2024.
9. **ADJOURN** Meeting adjourned at 6:18pm.

Please notify the executive director by 10:00am on the day of the meeting via email at baylor.delrosario@southvalleyprep.org if you would like to speak during the Open Public Comments section of the 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

Regular monthly meetings @ 5:00pm on the 4th Wednesday of every month on South Valley Prep campus in the conference room unless advertised otherwise.

Finance Committee – Brittney Barreras, Lisa Krebs, Baylor Del Rosario, Maria Fidalgo / **Facilities Committee** – Lisa Krebs, Jessica Montoya, Maria Fidalgo Baylor Del Rosario / **Policy Committee** – Steven Cordova, Baylor Del Rosario / **Audit Committee** – Steven Cordova, Nina Noriega, Maria Fidalgo, Brittney Barreras, Mary Beth, Baylor Del Rosario

Governing Council
Brittney Barreras, Chair
Steven Cordova, Secretary
Jessica Montoya, Member
Lisa Krebs, Member
Mary Beth Libbey, Member

Governing Council AGENDA

Baylor Del Rosario, Executive Director
Aida Homs-Rivera, Assistant Principal
Maria Fidalgo, Business Manager
2551 Karsten Court SE
Albuquerque, NM 87102
(505) 222-5642
southvalleyprep.org



South Valley Preparatory School

"Home of the Aztecs"

2551 Karsten Court SE Albuquerque, NM 87102

Phone: (505) 222-5642 Fax (505) 222-5647 • www.southvalleyprep.org



RESOLUTION ON BUDGET ADJUSTMENT REQUESTS (BARs)

PURPOSE: A RESOLUTION PERTAINING TO SUBMITTAL AND FORMAL RATIFICATION OF BUDGET ADJUSTMENT REQUESTS and SUPPORTING THE HEAD ADMINISTRATOR AND BUSINESS MANAGER BY GRANTING AUTHORITY TO SUBMIT AND MAKE ANY and ALL NECESSARY ADJUSTMENTS, BARs, etc., AS NEEDED AND REQUIRED, IN ORDER TO ALIGN THE GENERAL LEDGER AND CONTINUE DAY TO DAY PROCESSES IN A MORE TIMELY AND EFFICIENT MANNER BEGINNING WITH FISCAL YEAR 2024 MOVING FORWARD

WHEREAS, The Head Administrator and Business Manager will provide any and all BARs/adjustments etc. to the Board at the next regularly scheduled meeting.

WHEREAS, The authority/time frame for such changes is through the end of the Fiscal Year closing, typically through July 31st, or until final submittal of all required documents etc. to the Public Education Department.

WHEREAS, The Head Administrator and Director will notify the governing council of any extensions for year-end closing as soon as it is found that one might be necessary, if necessary.

NOW, THEREFORE, BE IT RESOLVED THAT, the South Valley Preparatory School Governing Council, approves this resolution and supports the Head Administrator and Business Managers in ensuring that all proper and final documents are submitted to the Public Education by the required deadlines.

PASSED, APPROVED AND ADOPTED THIS March 20, 2024.

|

The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond

Please notify the executive director by 10:00am on the day of the meeting via email at baylor.delrosario@southvalleyprep.org if you would like to speak during the Open Public Comments section of the 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

Regular monthly meetings @ 5:00pm on the 4th Wednesday of every month on South Valley Prep campus in the conference room unless advertised otherwise

Finance Committee—Brittney Barreras, Lisa Krebs, Baylor Del Rosario, Maria Fidalgo / **Facilities Committee**—Lisa Krebs, Jessica Montoya, Maria Fidalgo Baylor Del Rosario / **Policy Committee**—Steven Cordova, Baylor Del Rosario / **Audit Committee**—Steven Cordova, Nina Noriega, Maria Fidalgo, Brittney Barreras, Mary Beth, Baylor Del Rosario