



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, October 22, 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. - meeting called to order at 5:10 pm

1.2 Introduction of Guests. - Rios - community schools member, perspective opportunity as a board member.

1.3 Roll Call.

Brittney Barreras, Chair - Present

Bernadette Fietze - Member - Present

Melissa Toledo-Ontiveros, Member - Present

Jessica Montoya, Member - N/A (see below)

Charlotte Trujillo, Member - Present

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 comments submitted

### 3. APPROVAL OF AGENDA

3.1 Consider approval of today's agenda.

Motion to approve by B.Fietze

2nd by B.Barreras

Motion passes 4-0

### 4. APPROVAL OF MINUTES

4.1 Consider approval of minutes from last month's meeting

Motion to approve by C.Trujillo

2nd by B.Fietze

Motion passes 4-0

### 5. FINANCE COMMITTEE REPORT

5.1 Report out - Justine Vigil, Business Manager

### 6. ACTION ITEMS

6.1 Consider approval of financial statements for previous month(s).

Motion to approve by B. Barreras

2nd by B.Fietze

Motion passes 4-0

6.2 Consider approval of BAR(s).

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



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No BARs presented today for review or consideration

## 6.3 PEC Governing Council Survey - Indicators of Success Survey

GC members will score the survey individually and then come to the table to agree on a score as the board.  
Motion to table this until next month - B.Barreras

2nd - B.Fietze

Motion passes 4-0

## 6.4 Executive Director Evaluation Template

GC to use the template, ED to self evaluate

Add an opportunity for staff to give them feedback. - B.Fietze to create and present

Motion to approve by B.Barreras

2nd by B.Fietze

Motion passes 4-0

## 6.5 Acceptance of Resignation from Jessica Montoya

Motion to approve by B. Barreras

2nd by C. Trujillo

Motion passes 4-0

## 7. EXECUTIVE DIRECTOR'S REPORT

SVP is the place to be! Lots going on!

- Turf and shade to be added
- 4 new students enrolled this week
- NM Dash - 30 day check in for Math CAP - Instruction aligned with the CAP
- Data conversation - NWEA schoolwide wall to show data, data folders, classroom data wall - living wall is necessary to keep the conversation going
- High performing systems - SAT and MLSS - student supports, systemizing what the school already does,
- Community Partners - Nature Ninos and Los Jardines
- Current focus - attendance improvement plans - lots of late students, hand full of chronic absences, what interventions are being done, attendance team is Admin as of right now.
- NMMSSA - scores are very unclear. ED will look for school designation

## 8. DISCUSSION ITEMS

8.1 Potential New Governing Council Members - we need members, C.Trujillo shared a GC recruitment letter that can be updated for recruitment.

8.2 By Laws - keep reviewing

8.3 CAP updates - Audit exit meeting scheduled for November 5th.

8.4 Medicaid / Federal Funding updates - no updates for school. At this point there is no info on what may happen

8.5 Council training updates & requests - PCSNM conference on December 12th. Video training also available

8.6 Next meeting. - Moved to 3rd Wednesday due to the Thanksgiving holiday. Next meeting to be on Wednesday, November 19th @ 5:00 pm

## 9. ADJOURN @ 6:21

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