

**South Valley Preparatory School
Governing Council Meeting Agenda**

November 29, 2018 ~ 5:00 pm

South Valley Preparatory School Campus

2551 Karsten Court SE, Albuquerque, NM 87102 Conference

Type of meeting: Monthly

Chair: Bernadette Fietze

Invited to Attend:

1. Bernadette Fietze – Present
2. Monica Aguilar - Present
3. Jess Wiltamuth - Present
4. Micaela Trujillo - Present
5. Bill Reed – ab (sick)
6. Charlotte Trujillo
7. Alfred Martinez

Scheduled Guest(s): None

Scheduled Absence: Bill Reed out sick

----- Agenda -----

1. Call to Order, Roll Call (Quorum??/?? voting members) **Quorum - 4 out of 5 members present**
2. Welcome and Introductions – N/A
3. Approval of Agenda **ACTION ITEM*** - BFietze presents the agenda for the November 29, 2018 meeting. Asks for questions, corrections, etc. Hearing none BFietze calls for a motion to approve the 11/29/18 Agenda. MAguilar motions to approve the agenda. JWiltamuth 2nds the motion. Motion carries 4-0
4. Approval of Previous Meeting Minutes **ACTION ITEM*** All - BFietze presents the minutes from the 10/25/18 meeting. BFietze asks for questions, corrections, etc. Hearing none BFietze calls for a motion to approve the 10/25/18 meeting minutes. MTrujillo motions to approve the minutes from the 10/25/18 meeting. JWiltamuth 2nds the motion. Motion carries 4-0
5. Action Items.....
 - a. Financial Reports*.....Alfred – Amartinez presents the monthly finance reports. Reports SVP is on track for the percentage spent from budget so far, 33%. Bar to increase Activities for consideration after fundraising. Building balance currently at approximately \$28,000. BFietze asks for questions, corrections, etc. Hearing none BFietze calls for a motion to approve the Finance reports. MAguilar motions to approve the Finance reports. MTrujillo 2nds the motion. Motion carries 4-0
 - b. BARs*Alfred
BAR DOC ID# 515-000-1819-0020-I – to increase the Activities fund by \$12,180 as of cash receipts up to 10/31/18. BFietze asks for questions, corrections, etc. Hearing none BFietze calls for a motion to approve Bar ending in 0020-I. JWiltamuth motions to approve the Bar ending in 0020-I. MAguilar 2nds the motion. Motion carries 4-0
 - c. Travel Request – ThinkCerca Teacher Leader Training*Charlotte – CTrujillo presents the travel requests for MJ Garcia and R Greenely to attend the annual

Teacher Leader conference for ThinkCerca. TC is the supplementary on-line program used by Humanities, Science and the gifted program to increase SVP student instruction in writing in response to informational text, to support student writing in all content areas. Conference fees are complimentary, flights were exceptionally inexpensive, and hotel – total cost approximately \$1500 for both. BFrietze for questions, corrections, etc. Hearing none BFrietze calls for a motion to approve. MAguilar motions to approve the travel request for the ThinkCerca Teacher Leader Conference. MTrujillo 2nds the motion. Motion carries 4-0

- d. ~~Social Media Policy*~~.....Charlotte -- action item tabled and moved to discussion
- e. EXECUTIVE SESSION – personnel – BFrietze asks for a motion to go into Executive Session. MAguilar motions to move into executive Session @ 5:25 pm. JWiltamuth 2nds the motion. Motion passes 4-0. Executive Session ends @ 5:40
- 6. Discussion Items.....Charlotte
 - a. Facility Master Planning - CTrujillo states that the school is still waiting to see if they receive the FMP grant.
- 7. Executive Director Report.....Charlotte
 - a. Facility Update - CTrujillo states that SVP has approximately 2 payments left on the building. Will begin negotiating a Lease purchase or a Lease w/ option to purchase the empty lot next door.
 - b. Non-profit update - No updates
- 8. Open Public Comment.....Open
- 9. Announcements/Set Next Meeting..... Chair – Bfrietze sets the next meeting for January 24, 2019 (No meeting in December)
- 10. Adjourn..... Chair – Bfrietze adjourns the meeting at 6:05 p.m.

---- 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 222-5642 at least 24 hours prior to the meeting.

---- Additional Information ----

Regular monthly meetings @ 5:00 on the 4th Thursday of every month on the SVP Campus unless advertised otherwise.
Finance Committee – Bernadette Frietze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Andrew Cavalier, Norm Colter
Facilities Committee – Bill Reed
Policy Committee – Jess Wiltamuth, Michaela Trujillo,
Audit Committee – Bernadette Frietze, Monica Aguilar, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez , Norm Colter