

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

September 27, 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 - **ABSENT**
2. Monica Aguilar - **ABSENT**
3. Jess Wiltamuth - **PRESENT**
4. Micaela Trujillo - **PRESENT**
5. Bill Reed - **PRESENT**
6. Charlotte Trujillo – **PRESENT (NON-VOTING)**
7. Alfred Martinez – **PRESENT (NONO-VOTING)**

Scheduled Guest(s):

Scheduled Absence: Bernadette Fietze, Monica Aguilar

----- **Agenda** -----

1. Call to Order, Roll Call (Quorum?/? voting members).. Chair. – **Jwiltamuth calls the meeting to order @ 5:24 pm. Roll call of members. 3 of 5 members present is a qorum.**
2. Welcome and Introductions..... Chair – **none needed**
3. Approval of Agenda **ACTION ITEM***..... All – **JWiltamuth asks for review, questions, corrections on the Agenda for the 9/27/18 meeting. Hearing none, JWiltamuth calls for a motion to approve the Agenda for the 9/27/18 meeting. Breed motions for approval of the 9/27/18 meeting. MTrujillo 2nds. Motion passes 3-0, 2 members absent.**
4. Approval of Previous Meeting Minutes **ACTION ITEM*** All - **JWiltamuth asks for review, questions, corrections on the Minutes from the 8/23/18 meeting. Hearing none, JWiltamuth calls for a motion to approve the Minutes from the 8/23/18 meeting. MTrujillo motions for approval of the 8/23/18 minutes. BReed 2nds. Motion passes 3-0, 2 members absent.**
5. Action Items.....
 - a. Financial Reports*.....Alfred – **AMartinez presents the financial reports and budget summary for SVP as of 8/31/18. 16% of the budget should be spent – currently we are at 11.11%, putting us on track. Expenditures by function is reviewed and summarized. JWiltamuth asks for review, questions, corrections on the Financial Report. Hearing none, JWiltamuth calls for a motion to approve the Financial reports. BReed motions for approval of the Financial reports. MTrujillo 2nds. Motion passes 3-0, 2 members absent.**
 - b. BARs*Alfred – **AMartinez presents the Bars for consideration.**
BAR Doc ID# 515-000-1819-0013-I Increase IDEA-B based on carry over. Using to supplement SW salary. JWiltamuth asks for questions. Hearing none, JWiltamuth calls for a motion to approve BAR ending in 0013-I. MTrujillo motions for approval of Bar ending in 0013-I. BReed 2nds. Motion passes 3-0, 2 members absent.

BAR Doc ID# 515-000-1819-0014-IB Initial budget beginning with carry over for Title 2 to be used for teacher principal training. JWiltamuth asks for questions. Hearing none, JWiltamuth calls for a motion to approve BAR ending in 0014-IB. BReed motions for approval of Bar ending in 0014-IB. MTrujillo 2nds. Motion passes 3-0, 2 members absent.

BAR Doc ID# 515-000-1819-0015-IB Initial budget based on carry over for the CACFP Dinner program. JWiltamuth asks for questions. Hearing none, JWiltamuth calls for a motion to approve BAR ending in 0015-IB. MTrujillo motions for approval of Bar ending in 0015-IB. BReed 2nds. Motion passes 3-0, 2 members absent.

BAR Doc ID# 515-000-1819-0016-M – Maintenance BAR to clean up budget. JWiltamuth asks for questions. Hearing none, JWiltamuth calls for a motion to approve BAR ending in 0016-M. BReed motions for approval of Bar ending in 0016-M. MTrujillo 2nds. Motion passes 3-0, 2 members absent.

6. Discussion Items.....Charlotte
 - a. Security Grant – CTrujillo presents grant info and plan to install the video entrance devices. Grant submitted to the PSFA.
 - b. Facility Master Planning – CTrujillo discusses Facility Master Plan grant opportunity. SVP is in need of updating the FMP and will have the opportunity to apply for funds to assist in the cost.
7. Executive Director Report.....Charlotte
 - a. Facility Update – CTrujillo discusses some of the transition issues that are occurring in the new building and the adjustments being made
 - b. Non-profit update – CTrujillo discusses progress on the building fundraiser
8. Open Public Comment.....Open - NONE
9. Announcements/Set Next Meeting..... Chair – Next meeting to be set for the 4th Thursday, October 25th @ 5:00
10. Adjourn..... Chair - JWiltamuth adjourns the meeting at 5:59

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

Audit Committee – Bernadette Frieze, Monica Aguilar, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez