

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

**Thursday, August 22, 2019 5:00**

**South Valley Preparatory School Campus**

**2551 Karsten Court SE, Albuquerque, NM 87102 Conference Room**

**Type of meeting:** Monthly

**Chair:** Bernadette Fietze

**Invited to Attend:**

1. Bernadette Fietze - Present
2. Monica Aguilar - Present
3. Jess Wiltamuth - Absent
4. Michaela Trujillo - Present
5. Brian Ver Ploegh – ineligible to vote at this time - Absent
6. Charlotte Trujillo – non-voting - Present
7. Alfred Martinez – non-voting - Present

**Scheduled Guest(s):** Greg Webb, Dana Flores, Jamie Munsey

**Scheduled Absence:**

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

1. Call to Order, Roll Call (Quorum?/? voting members)..... Chair. – 3 members present Quorum
2. Welcome and Introductions..... Chair – CTrujillo introduces Greg Webb.  
Mr. Webb has been contracted by S P to assist in the community schools grant application process. Mr. Webb has a lot of experience with Community Schools
3. Approval of Agenda ACTION ITEM\*..... All - BFrietze calls for a review of the agenda. Calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the agenda. MTrujillo motions to approve the agenda. MAguilar 2nds. Motion approves 3-0 with 2 members absent.
4. Approval of Minutes from previous meeting(s).....Chair  
7.30.19 Regular July meeting - BFrietze calls for a review of the 7.30.19 meeting minutes. Calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the 7.30.19 meeting minutes. MAguilar motions to approve the agenda. MTrujillo 2nds. Motion approves 3-0 with 2 members absent.
5. Open Public Comment .....Open - NONE
6. Action Items.....
  - a. Financial Reports\*.....Alfred AMartinez presents the finance summary. Finance committee review financials as of 7.31.19. 3% of the budget has been expended. BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the financial reports. MTrujillo motions to approve the financial report. MAguilar 2nds. Motion approves 3-0 with 2 members absent.
  - b. BARs\* .....Alfred  
  
BAR Doc ID #515-000-1920-001-IB Initial budget for fiscal year for instructional materials. BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the BAR ending in 001-IB. MTrujillo motions to approve the BAR ending in 001-IB. MAguilar 2nds. Motion approves 3-0 with 2 members absent  
  
BAR DOC ID #515-000-1920-002-IB Initial Budget for the NM Grown Grant award for \$1500. BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the BAR ending in 002-IB. MAguilar motions to approve the BAR ending in 002-IB. MTrujillo 2nds. Motion approves 3-0 with 2 members absent
  - c. 2019.2020 Open Meetings Resolution\*.....Bernadette –  
BFrietze presents the Resolution - SY2019-2020 -001 Open Meetings Act to be read by MAguilar. MAguilar reads 2019-2020 open meetings resolutions (see attached). BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the adoption of the Resolution SY2019-2020-001 Open Meetings Act. MTrujillo motions to approve the SY2019-2020 -001 Open Meetings Act. MAguilar 2nds. Motion approves 3-0 with 2 members absent  
  
Community Schools Planning Grant\*.....Charlotte – CTrujillo & GWebb present the Community Schools Planning Grant Application to be submitted requesting \$50,000 in funding to hire to support

---

Community Schools foundational planning. This grant will support a comprehensive needs assessment of the school, board, staff, parents and community. This data will be used to write the community schools implementation grant. Planning grant funds will be expended this year on the cost of the needs assessment, retreat workshops for staff, board and workshops with parents & community. BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the Community School Planning Grant. MAguilar motions to approve the community schools planning grant. MTrujillo 2nds. Motion approves 3-0 with 2 members absent

7. Executive Director Report.....Charlotte
  - a. Facility Master Plan – Ctrujillo states the FMP process will start at beginning of October. Need GC member to attend meetings
  - b. Construction Update – Ctrujillo states that construction pretty much done. Awaiting final environmental inspection.
  - c. GC Training updates – Ctrujillo sent info on trainings. National Independent Charter school conference will count. Brian needs to do his training to be eligible to vote.
  - d. SVP Visit from Deputy Secretary Katarina Sandoval. – Ctrujillo states that visit and conversation with KSandoval was great. She spoke to students. We had coffee and had a good conversation about community school model and what SVP was already doing. GWebb was here to support, MAguilar here to represent the Board.
8. Announcements/Set Next Meeting..... Chair- Next meeting set for 9/26/19 @ 5:00
9. Adjourn..... Chair – Meeting adjourned at 5:48

---

**---- 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 4<sup>th</sup> 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 – VACANT

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

Audit Committee – Bernadette Frietze, Monica Aguilar, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez , Norm Colter