

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

**Thursday, December 17, 2020 @ 4:30**

**South Valley Preparatory School Campus or via ZOOM**  
**2551 Karsten Court SE, Albuquerque, NM 87102 Conference Room**

**\*\*\*Meeting may be fully held using virtual/telephonic conferencing to maximize social distancing measures as a result of the ongoing COVID-19 health emergency\*\*\***

**Type of meeting:** Monthly

**Chair:** Bernadette Frietze

**Invited to Attend:**

1. Bernadette Frietze - **PRESENT**
2. Monica Aguilar - **PRESENT**
3. Andrew Cavalier - **ABSENT**
4. Michaela Trujillo - **PRESENT**
5. Brian VerPloegh - **PRESENT**
6. Charlotte Trujillo – non-voting - **PRESENT**
7. Alfred Martinez – non-voting - **PRESENT**

**Scheduled Guest(s):** Jamie Munsey,  
**Scheduled Absence:**

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

1. Call to Order, Roll Call (Quorum?? voting members).....Chair. – Meeting called to order at 4:37 p.m. 4 out of 5 members present for a quorum
  2. Welcome and Introductions..... Chair – N/A
  3. Approval of Agenda **ACTION ITEM\*** ..... All - Agenda presented for consideration for approval. Motion to approve the agenda MTrujillo. 2<sup>nd</sup> BVerPloegh. Motion carries 4-0
  4. Approval of Minutes from previous meeting(s).....Chair – Minutes from November meeting presented for consideration for approval. MAguilar motions to approve. MTrujillo 2nds. Motion carries 4-0
  5. Open Public Comment .....Open - N/A
  6. Action Items.....
    - a. Financial Reports\*.....Alfred - Finance report summary presented by AMartinez. Per the in depth Finance committee review, SVP is currently @ approximately 32% spent and typically should be @ 41%. 57% of all expenditures is salaries. Finance reports are presented for consideration for approval. BVerploegh motions to approve financial reports. MAguilar 2nds. Motion carries 4-0
    - b. BARs\* .....Alfred –  
BAR DOC ID# 515-000-2021-0017-D – decrease in Title 1 \$ BVerPloegh motions to approve BAR ending in 0017-D. MAguilar 2nds. Motion carries 4-0  
BAR DOC ID# 515-000-2021-0018-IB – initial budget for GEER Fund \$414. MTrujillo motions to approve BAR ending in 0018-IB. BVerPloegh 2nds. Motion carries 4-0.  
BAR DOC ID# 515-000-2021-0019-I – Private Grant No Kids Hungry Grnt for \$25,000. BVerPloegh motions to approve. MAguilar 2nds. Motion carries 4-0
  7. Executive Director Report.....Charlotte
- Building Construction update -**
- Completion of 2 new classrooms upstairs
  - Removal of carpet and new flooring upstairs
  - Open up the library to a commons space for student upstairs
  - New HVAC venting in the Art room
  - Replaced 2 HVAC systems
  - Replacement of about 70% of the roof
  - Repair Shade structures

- Construction of a Security Portal for a new, safe entry into the school
- Purchase and Installation of a Combi Oven in the kitchen (paid for with Kitchen Equipment Grant funds)

Building acquisition update -

SVE Foundation is working with a Broker and an architect to engage with the owner of the building next door. The Broker will meet with owner to discuss potential lease purchase details and the architect will be providing an estimated buildout cost.

Community Schools Activities and updates

**Activity**

- Mariachi
- Cooking Club Instructor
- .5 FoodCorps Service Member 20-21
- Family Food Vouchers incentive
- Instructors for Nutrition / Healthy parent and student classes
- Food for Parent Classes
- Food Boxes (School Break Priority)
- Outreach - recruitment and programming
- Mural - Artist Stipend
- Seed boxes, seeds and Materials
- Seed box construction stipend
- Garden box restoration and expansion
- SVP Podcast
- Biscochito night ingredients
- Virtual Running Club

Special Ed program re-design update

Continued weekly PD for all staff. Working on recruiting new Sped teacher to replace retiring teacher

Student Attendance update

Working on completing A4S letters based on tiers. Report in Tyler provides percentage of time students are absent.

8. Announcements/Set Next Meeting..... Chair

4th Thursday of Jan – Jan 28th @ 4:30

9. Adjourn..... Chair

Meeting adjourned at 5:17

**----- 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 on the 4<sup>th</sup> Thursday of every month on the SVP Campus unless advertised otherwise.

Finance Committee – Bernadette Frieze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Jennifer Garcia,

Facilities Committee – Brian VerPloegh,

Policy Committee – Michaela Trujillo, Andrew Cavalier

Audit Committee – Bernadette Frieze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Jennifer Garcia