

South Valley Preparatory School
Governing Council Meeting MINUTES

Thursday September 24, 2020 @ 4:00

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, Greg Webb, Amanda Gutierrez-Lopez, **Jennifer Garcia**
Scheduled Absence:

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

1. Call to Order, Roll Call (Quorum?? voting members).....Chair. – Meeting called to order at 4:04. 4 out of 5 members present for quorum
2. Welcome and Introductions Chair – Introductions Greg Webb and Amanda Gutierrez-Lopez
3. Approval of Agenda **ACTION ITEM*** All -BFrietze presents agenda for approval. BVerPloegh motions to approve the agenda. MAguilar 2nds. Motion passes 4-0
4. Approval of Minutes from previous meeting(s).....Chair. BFrietze presents minutes from 8.27.20 meeting for approval. MTrujillo motions to approve the 8.27.20 meeting minutes. BVerPloegh 2nds. Motion passes 4-0
5. Open Public CommentOpen - None
6. Action Items.....
 - a. Financial Reports*.....Alfred – AMartinez presents finance reports as reviewed by the finance / audit committee including budget summary, bank reconciliation, and balance summary. SVP is at 17% of the budget expended. BFrietze calls for questions, clarifications. Hearing none, BFrietze calls for a motion to approve the Finance Report. MAguilar motions to approve. BVerPloegh 2nds. Motion passes 4-0
 - b. BARs*Alfred
BAR DOC ID# 515-000-2021-0006-I – Carryover capital outlay funding \$350. BFrietze calls for a motion to approve BAR ending in 0006-I. BVerPloegh
BAR DOC ID# 515-000-2021-0007-T- Transfer bar CSP grant to move \$ to Supply Assets. BFrietze calls for a motion to approve BAR ending in 0007-T. MAguilar motions to approve. BVerPloegh 2nds. Motion carries 4-0
BAR DOC ID# 515-000-2021-0008-IB – Initial budget for Community Schools Grant \$150,000. BFrietze calls for a motion to approve BAR ending in 0008-IB. BVerPloegh motions to approve, MAguilar 2nds. Motion carries 4-0
BAR DOC ID# 515-000-2021-0009-D – Decrease in SEG due to Legislative special session. BFrietze calls for a motion to approve BAR ending in 0009-D. . BVerPloegh motions to approve, MAguilar 2nds. Motion carries 4-0
 - c. Open Meetings Resolution for FY21*.....Charlotte –BFrietze presents the annual Open meetings act Resolution for FY21 as read for approval. (see attached) MTrujillo motions to approve, MAguilar 2nds. Motion carries 4-0
 - d. Temporary Teleworking Policy*.....Charlotte – CTrujillo discusses need for Temp Teleworking policy to ensure expectations are clear for all employees. Policy boiler template provided by the lawyers for adaptation and use. BFrietze calls for a motion to approve the Temporary Teleworking Policy. MAguilar motions, BVerPloegh 2nds. Motion carries 4-0
 - e. Acceptance of Community Schools Grant*.....Charlotte / Greg – CTrujillo reviews the CS grant and recent award of \$150K. GWebb notes the GC being a big part of the CS work. BFrietze calls for a motion to accept the CS Grant award. MAguilar motions to approve, BVerPloegh 2nds. Motion carries 4-0
 - f. Community Schools Contract Coordinator *.....Charlotte / Greg –GWebb discusses the process SVP used to solicit candidates for the CS Coordinator position. Intro of Amanda Gutierrez-Lopez. While the hiring of

the CS Coordinator is not required to be approved by the GC, we would like the CS process to be transparent and in alignment with the school's mission and to receive a formal acknowledgment of the CS Plan. Bernadette calls for a motion to approve the CS Coordinator choice MTrujillo motions to approve, BVerPloegh 2nds. Motion carries 4-0

- g. Community Schools Contract Consultant*.....Charlotte - CTrujillo discusses consultation contract for strategic planning, formal in-depth needs assessment and grant reporting support. While contract does not need GC approval, CTrujillo asks for formal acknowledgment of this part of the CS plan. Bernadette calls for a motion to approve the CS Consultation contract. BVerPloegh motions to approve. MAguilar 2nds. Motion carries 4-0
 - h. SVP Community Schools Equity Council* rebrand / merge.....Charlotte - CTrujillo, AGLopez and GWebb communicate the merger of the Equity council and the Community Schools Team to work in alignment to ensure all services, learning, environments, climates, etc..., existing and new are evaluated through an equity lens to ensure that we are meeting the needs of all students. BFrietze calls for a motion to approve the merger of the Equity Council and the CS team. MTrujillo motions to approve, MAguilar 2nds. Motion carries 4-0
 - i.
7. Executive Director Report.....Charlotte
- a. Emergency Medical Leave and Emergency Sick Leave Policy – CTrujillo sent out for all to review and process. It is long and certain decisions need to be made
 - b. Audit Update – no update
 - c. Community Schools - Positive Youth Development/ Diversity Training for a future date – Future opportunity for our students. CS will tap into this resource
 - d. Virtual Learning Update – Continuing to provide Virtual learning for all students, with small group face to face for approximately 10 students (5 on M,T and 5 on Th, F) for SWD
 - e. Hybrid Learning Plan – plan still in place and ready if and when Governor announces return of MS and HS
8. Announcements/Set Next Meeting..... Chair – 10.22.10 @ 5:00
9. Adjourn..... Chair – Adjourned at 5:26

----- 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 4th Thursday of every month on the SVP Campus unless advertised otherwise.
Finance Committee – Bernadette Frietze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Jennifer Garcia,
Facilities Committee – Brian VerPloegh,
Policy Committee – Michaela Trujillo, Andrew Cavalier
Audit Committee – Bernadette Frietze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Jennifer Garcia