

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

Wednesday, March 22, 2023 @ 5:00 pm

Google Meets Info:

meet.google.com/knn-zyzz-bbv

Type of meeting: Monthly

Chair: Bernadette Fritze

Invited to Attend:

1. Bernadette Fritze
2. Monica Aguilar
3. Steven Cordova
4. Brittany Barreras
5. Venessa Urioste
6. Theresa Archuleta – non-voting
7. Jessica Brown – non-voting
8. Alfred Martinez – non-voting



Scheduled Guest(s): Susan Fox, School Attorney

Scheduled Absence:

----- Agenda -----

1. Call to Order, Roll Call (Quorum??/? voting members) Chair.
Meeting called to order at: 5:06pm
Roll Call/Present:
Bernadette
Monica Aguilar
Venessa Urioste

Absent:
Brittany Barreras
Seven Cordova
 2. Welcome and Introductions (Interim Assistant Principal) Chair
Jessica Brown will serve as Interim Assistant Principal until June 30, 2023 to provide continuity and support the operations of the school.
 3. Approval of Agenda **ACTION ITEM*** All
Motion to approve tonight's agenda: VUrioste motion to approve, MAguilar 2nd ; **Unanimously passed**
 4. Approval of Regular Meeting Minutes February 22, 2023.....Chair
Motion to approve regular meeting minutes 02/22: MAguilar motions to approve, VUrioste 2nd ; **Unanimously passed**
 5. Approval of Special Meeting Minutes March 13, 2023..... Chair
Motion to approve special board meeting minutes 03/13: VUrioste motions to approve, BFritze 2nd ; **Unanimously passed**
 6. Open Public CommentOpen
BFritze & JBrown are cousins and BFritze will remove herself from the vote regarding JBrown in future meetings if necessary.
 7. **Action Items:**
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- a. Financial Reports*.....Alfred
Al reviewed capital outlay budget regarding purchasing either the building next door or the parking lot next door.

The school is waiting for reimbursements from PED and will update board monthly on this funding.

Motion to approve financial reports (**See attached**): VUrioste motions to approve, MAguilar 2nd ;
Unanimously passed

- b. BARS*.....Alfred

515-000-2023-0022-I Operational for cash carry over from FY 22-FY 23.

Motion to approve 22-I: VUrioste, MAguilar 2nd; **Unanimously passed**

515-000-2023-0023-I Activities fund.

Motion to approve 23-I: MAguilar, VUrioste 2nd ; **Unanimously passed**

515-000-2023-0024-I

Motion to approve 24-I: VUrioste, MAguilar 2nd; **Unanimously passed**

515-000-2023-0025-I Medicaid.

Motion to approve 25-I: MAguilar, VUrioste 2nd; **Unanimously passed**

515-000-2023-0026-D

Capital Improvements to decrease fund to be in line with audited cash balance.

Motion to approve 26-D: VUrioste, MAguilar 2nd; **Unanimously passed**

515-000-2023-0027-IB SB9 Additional Budget.

Motion to approve 27-IB: MAguilar, VUrioste 2nd; **Unanimously passed**

515-000-2023-0028-IB Private Direct Grant for additional budget.

Motion to approve 28-IB: VUrioste, MAguilar 2nd; **Unanimously passed**

8. Action Item:

- a. Bilingual Application for funding 2023-2024.....Theresa/Alfred

The school will put in for a heritage language class for 26 students. This will generate approximately \$26,000.00 in funding.

Motion to approve bilingual application for funding: VUrioste, MAguilar 2nd; **Unanimously passed**

9. Discussion: FMLA/Extended Leave for Employees.....Theresa/Susan

Current FMLA policy in handbook had not been approved by the board. SFox states that school is subject to FMLA, employees are not eligible for it because we do not have 50 employees within a 75 mile radius. SFox recommends SVP takes out FMLA policy from handbook or write in that SVP employees are not eligible for FMLA. If employees need to take unpaid leave, SFox states that there is enough written in the handbook that the board can grant leave for employees depending on the situation.

SFox recommends that regarding specific employees this conversation needs to be held in a closed session.

10. Executive Director's Report (**See attached**)

- a. Legislative Update: House Bill 130 was signed by the Governor stating schools need to be at 1140 instructional hours. RBlea, MGonzalez & JBrown put together a proposed calendar for the 23-23 SY that they will present to staff and to families.
- b. Facilities Update: AMartinez & TArchuleta met with architect, ARupal, to look at the school facility to provide plans around what the facility will do in order to expand to either the building next door or the parking lot next door. She will provide site development plans for the school. The facilities team will meet to go over potential quotes regarding how to move forward with expanding the school.
- c. Capital Outlay Update: SVP will receive \$500,000 in capital outlay funds for the 23-24 SY.
- d. Daily Schedule Change: The school will move the advisory period to right before lunch to aid with school-wide discipline issues by setting the tone beginning the day with core instruction. During advisory staff will be required to implement the CharacterStrong curriculum, JBrown will take lead and help with staff implementation.
- e.

11. Announcements/Set Next Meeting..... Chair

Next Meeting should be Wednesday, April 26th. The meeting will be held in person at SVP.

12. Action Item:

Pursuant to Open Meetings Act/**Closed Session**: Personnel matters/Executive Director Leave
Roll Call Vote: MAguiar motions to move into closed session, VUrioste 2nds motion.
MAguilar-yes; V. Urioste – yes; BFrietze – yes

13. **Action Item:**

Executive Director's Leave

Motion to approve Executive Director to be placed on paid administrative leave once all leave is exhausted: VUrioste motions to approve, MAguiar 2nds motion. **Unanimously passed**

14. Adjourn..... Chair

Meeting adjourned by BFrietze at 6:16pm

---- 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 Wednesday of every month on the SVP Campus unless advertised otherwise.

Finance Committee – Bernadette Frietze, Venessa Urioste, Moises Padilla, Alfred Martinez, Theresa Archuleta

Facilities Committee – Monica Aguilar, Alfred Martinez

Policy Committee – Steven Cordova

Audit Committee – Bernadette Frietze, Monica Aguilar, Jennifer Garcia, Steve Alarid, Alfred Martinez, Moises Padilla