Governing Council
Brittney Barreras, Chair
Bernadette Frietze - Member
Melissa Toledo-Ontiveros, Member
Jessica Montoya, Member
Charlotte Trujillo, Member

Governing Council AGENDA

Baylor Del Rosario, Executive Director
Justine Vigil, Business Manager
2551 Karsten Court SE
Albuquerque, NM 87102
(505) 222-5642
southvalleyprep.org

REGULAR MEETING NOTICE

Date: Wednesday, June 30, 2025 Regular Meeting @ 5:00pm. Finance Committee @ 4:00pm with agenda being financials from previous month and Budget Adjustment Requests (BARs)

Location: Conference Room, 2551 Karsten Ct. SE, Albuquerque, NM 87102

Streaming (Prior to October 2024) of Governing Council Meetings

Streaming (October 2024 Onward) of Governing Council Meetings

Back-Up Streaming of Governing Council Meetings

Email: gc@southvalleyprep.org (Please send public comments to this email prior to the scheduled meeting)

Date: _____
Signature: _____

1. **OPENING**

1.1 Call to Order. Meeting called to order at 6:04

1.2 Introduction of Guests. - Crystal Avalos, Ryan Laughlin, James

1.3 Roll Call.

Member	Present	Member	Present	Member	Present
Brittney Barreras	X Yes ☐No	Jessica Montoya	☐Yes xNo	Melissa Ontiveros	X Yes ☐No
Bernadette Frietze	X Yes ☐No	Charlotte Trujillo	X Yes ☐No		

2. **OPEN PUBLIC COMMENTS (email gc@southvalleyprep.org to sign-up or to send written statement to be read) -**

public comment - Sonya Vigil submitted a comment reminding the council that there are multiple requests still open

3. **APPROVAL OF AGENDA**

3.1 Consider approval of today's agenda.

Motion to approve - Bernadette Frietze

2nd - Brittany Barreras

Member	Vote	Member	Vote	Member	Vote
Brittney Barreras	X Yes ☐No	Jessica Montoya	☐Yes ☐No	Melissa Ontiveros	X Yes ☐No
Bernadette Frietze	X Yes ☐No	Charlotte Trujillo	X Yes ☐No		

4. **APPROVAL OF MINUTES**

4.1 Consider approval of minutes from last month's meeting.

Motion to approve - Brittany

2nd - Charlotte Trujillo

Public Comment

Three ways to provide comment: (a) in-person during the meeting, (b) click Chat feature on YouTube streaming, or (c) email statement to gc@southvalleyprep.org prior to meeting.

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 (505) 222-5642 at least 24 hours prior to the meeting.

Additional Information

Finance Committee –Brittney Barreras, Alfred Martinez, Justine Vigil, Baylor Del Rosario / **Facilities Committee** –Jessica Montoya, Baylor Del Rosario, Justine Vigil / **Audit Committee** – Mary Scofield, Brittney Barreras, Baylor Del Rosario, Ashley Barranca, Alfred Martinez

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Member	Vote	Member	Vote	Member	Vote
Brittney Barreras	X Yes ☐No	Jessica Montoya	☐Yes ☐No	Melissa Ontiveros	X Yes ☐No
Bernadette Frietze	X Yes ☐No	Charlotte Trujillo	X Yes ☐No		

5. ACTION ITEMS

5.1 Consider approval of financial statements for previous month(s).

Financial report given by Justine Vigil. Updates on RFR, last payroll of the fiscal year, preparation for FY25 audit. Shared Finance committee discussion on items and questions asked by finance committee members

Motion to approve - Bernadette Frietze

2nd - Charlotte Trujillo

Member	Vote	Member	Vote	Member	Vote
Brittney Barreras	X Yes ☐No	Jessica Montoya	☐Yes ☐No	Melissa Ontiveros	X Yes ☐No
Bernadette Frietze	X Yes ☐No	Charlotte Trujillo	X Yes ☐No		

5.2 Consider approval of BAR(s).

Bar ID# 0038-T Transfer bar to cover deficit in Food services funds

Motion to approve - Brittany

2nd - Bernadette

Roll call vote approved 4-0 with one member absent

6. DISCUSSION ITEMS

6.1 Council training. - training was available via the charter school conference. Brittany was able to take advantage to receive some hours required. New fiscal year begins tomorrow. There will be additional conferences as well as the online training accessible for all GC members to complete the required annual training. .

6.2 Next meeting. - Wednesday, July 23rd 5:00 with a finance meeting @ 4:00

7. EXECUTIVE SESSION

7.1 Consider approval for the governing council to enter into closed session as permitted by the Open Meetings Act, section 10-15-1(H)(2) to discuss Limited Personnel Matters specifically to consider hiring a head administrator and/or interim head administrator.

Motion to go into closed session - Bernadette Frietze

2nd - Charlotte Trujillo

Roll call vote 4-0 with one member absent

7.2 Reconvene and consider approval of the following statement: "*The matters discussed in the closed meeting was limited only to those specified in the motion to enter into the closed meeting.*"

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7.3 Consider approval of contract for the head administrator and/or interim head administrator.

Motion to approve Executive Director Contract for Crystal Avalos - Brittany Barreras

2nd - Bernadette Frietze

Member	Vote	Member	Vote	Member	Vote
Brittney Barreras	X Yes ☐No	Jessica Montoya	☐Yes ☐No	Melissa Ontiveros	X Yes ☐No
Bernadette Frietze	X Yes ☐No	Charlotte Trujillo	X Yes ☐No		

8. ADJOURN - meeting adjourned at 6:58

Public Comment

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