

Governing Council

MINUTES

Governing Council
Brittney Barreras, Chair
Bernadette Fietze - Member
Melissa Ontiveros,
Member Rios Fernandez,
Member Charlotte Trujillo, Member

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

REGULAR MEETING NOTICE

Date: Wednesday, July 28, 2026 Regular Meeting @ 10:30am. Finance Committee met on 7/22/26 @4pm)

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)

1. OPENING

1.1 Call to Order - Meeting called to order at 10:42

1.2 Introduction of Guests -Justine Vigil, Business Manager

1.3 Roll Call - 4 members present, 1 absent Quorum- Yes

Brittney Barreras - Present

Bernadette Fietze - Present

Meilissa Ontiveros - Present

Rios Fernandez - Absent

Charlotte Trujillo - Present

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

No public comment requests

3. APPROVAL OF AGENDA

3.1 Consider approval of today's agenda. - Motion to approve the agenda by B.Fietze, 2nd by B.Barreras. Motion carries 4-0 with one member absent

4. APPROVAL OF MINUTES

4.1 Consider approval of minutes from last month's meeting. - C.Trujillo motions to table the review and consideration of approval of the minutes from the previous meeting due to late receipt of minutes. B.Fietze seconds. Motion carries 4-0 with one member absent

5. ACTION ITEMS

5.1 Finance Report and Consider approval of financial statements for previous month(s). - Finance committee met on 7/22/26 to review finance reports. Reposts cover FY26 (July 1, 2025 through June 30, 2026). Healthy budget with a healthy cash carry over. Motion to approve finance report by C.Trujillo, 2nd by B.Barreras. Motion carries 4-0 with one member absent

5.2 Consider approval of BAR(s).

BAR Doc ID 515-000-2627-0001-I - Increase in funding for Transportation. Additional distribution from the state for \$29,000. Motion to approve by B.Barreras, 2nd by B.Fietze. Motion carries 4-0 with one member absent.

Bar Doc ID 515-000-2627-0002-I - increase due to carryover in the amount of \$10,026.97. Will be used to fund special education services. Motion to approve by B.Barreras, 2nd by C.Trujillo. Motion carries 4-0 with one member absent.

5.3 Consider approval of employee handbook - Director C.Avalos requesting the addition of the solutions-based mindset expectation. Motion for approval by B.Barreras, 2nd by B.Fietze. Motion carries 4-0.

5.4 PEC Compliance Certification - PEC requirement for the GC to identify any areas of improvement and acknowledgement to PEC that the GC is in compliance. GC members identify the need to add a specific deadline for SVP GC members to complete required training and add the requirement for all GC members to review and sign the code of ethics and conflict of interest policy annually.

5.5 Officer Elections -

Charlotte Trujillo & Bernadette Fietze are nominated as Co-Chairs. B.Barreras motions, M.Toledo 2nds. Motion carries 4-0 with one member absent

Brittney Barreras is nominated to serve as Secretary. M.Toledo motions, B.Barreras 2nds. Motion carries 4-0 with one member absent

5.6 GC retreat/work session - C.Trujillo motions to table this action item. B.Fietze 2nds. Motion carries 4-0 with one member absent

6. EXECUTIVE DIRECTOR'S REPORT -

- Will be moving forward with plans to acquire the portable. This will provide additional space for health and PE class.
- Received art funding and purchased art
- 8/3 is start day for staff. Rearranged rooms to better support instruction. Moved Humanities upstairs so that the library space can be utilized to its fullest extent. Special Education teachers moved downstairs, Math teachers moved into the largest classrooms to support team teaching and larger student groups and Science moved to classrooms with more access to the outdoors.
- Still looking for the custodian

7. DISCUSSION ITEMS

7.1 Announcements - None

7.2 Next meeting - August 26, 2026

ADJOURN - Meeting adjourned at 11:30 am

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 based on 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, Crystal Avalos, Charlotte Trujillo / **Facilities Committee** – Bernadette Fietze, Rios Fernandez, Crystal Avalos, Justine Vigil / **Audit Committee** – Mary Scofield, Brittney Barreras, Charlotte Trujillo, Ashley Barranca, Alfred Martinez, Crystal Avalos