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## GOVERNING BOARD MEETING

### Governance Board Members in Attendance

Rebecca Torres, President

Brennan Divett, Vice President

Lisa Spangler, Treasurer

### Governance Board Members Absent

Scott Heller, Secretary

Mario Martinez, Member

### Others in Attendance at the Meeting

Jackie Rodriguez, Executive Director/Head of School

Felicitas Adame-Reyes, Principal/Special Services Director

Ashley Wolfel, Business Manager, excused from meeting at 7:17 p.m.

**Date of Meeting: December 18, 2024**

**Time: 7:00pm**

### Location of Meeting:

Physical Address of Meeting Location: 4321 Fulcrum Way NE, Suite A, Rio Rancho, NM 87144

Virtual Meeting: Zoom ID: 6911139742 PW: kZH7KC

<https://us06web.zoom.us/j/86911139742?pwd=R9aejfZuSqyS51eNpvPaKQ6jKMtAdm.1>

## AGENDA

- A. Welcome and Call to Order
  - a. Meeting was called to order at 7:08
- B. Roll Call-Board Members, Staff, and Guests
  - a. Roll call of Board Members was called by Mr. Divett.
  - b. Mrs. Torres is present for the meeting via phone.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>PASSED</b>	<b>NOT PASSED</b>

- C. Adoption of the Agenda
  - a. Motion to approve the meeting agenda was made by Mrs. Spangler
  - b. The motion was seconded by Mrs. Torres
  - c. The motion passed unanimously.



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Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

D. Public Comment

- a. No one present for public comment

E. Financial Management

- a. Finance Committee Report
  - i. Mrs. Wolfel and Mrs. Spangler presented the financial report to the Board.
- b. Business Manager’s Report
  - i. *Approve Voucher/Check Register Report\**
    1. Motion to approve the Voucher/Check Register Report was made by Mrs. Torres
    2. The motion was seconded by Mrs. Spangler
    3. The motion to approve the Voucher/Check Register Report was passed by unanimous consent.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

F. Consent Agenda

- a. *Approval of the November 20, 2024 General Meeting Minutes*
  - i. Motion to approve the November 20, 2024 General Meeting Minutes with the proposed revisions was made by Mrs. Torres
  - ii. The motion was seconded by Mr. Divett
  - iii. The motion to approve the November 20, 2024 General Meeting Minutes with the proposed revisions was passed by unanimous consent.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

- b. Approval to change the Student Admissions/Lottery Policy Procedures
  - i. Lottery Enrollment Opens: November 1<sup>st</sup>
  - ii. Lottery Enrollment Closes at 5:00pm the day before the lottery is held
  - iii. Registration Packets must be turned in to the registrar within two weeks of the lottery.



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- iv. Mrs. Rodriguez explained the proposed changes to the Student Admissions/Lottery Policy Procedures with clarification in the student handbook.. The proposed changes address timelines for clarification purposes.
- v. Motion to approve the change in Student Admission/Lottery Policy Procedures was made by Mrs. Torres.
  - 1. Motion seconded by Mrs. Spangler
  - 2. Motion to approve the change in Student Admission/Lottery Policy Procedures was passed by unanimous consent.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

- c. Governing Board Annual Approvals
  - i. Membership Renewal
  - ii. Term Overage
  - iii. Officers Update
  - iv. Committee Updates
    - 1. Finance
    - 2. SABE Policy
  - v. Mr. Divett reviewed the discussion from the November meeting regarding Membership Renewal, Term Overage, Officers Update and Committee Updates due to Mrs. Torres' absence. Mrs. Torres agreed with the results of the November vote.
  - vi. Motion to approve Mrs. Torres' term until the end of the 2024-2025 school year with revisiting at the end of the school year was made by Mr. Divett
    - 1. Seconded by Mrs. Spangler
    - 2. The motion approve Mrs. Torres' term until the end of the 2024-2025 school year with revisiting at the end of the school year was passed by unanimous consent

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	Absent	
Becky Torres (via phone)	X	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

G. Administrative Report

- a. Academic Performance Framework
- b. Organizational Matters
  - i. Mrs. Reyes and Mrs. Rodriguez presented and shared 2022-2023 State Testing Data and Beginning of the Year data from NWEA Reading, NWEA Español, NWEA Math, Istation Reading, Istation Español, Istation Math
- c. Other matters for discussion
  - i. Policy: DRAFT FFE Asset (Small Asset) Capitalization



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1. Mrs. Rodriguez will work with Mrs. Wolfel to have the policy reviewed by Clifton Larson and give input and have on the consent agenda for the January or February governing board meeting.
- H. Focused Priorities for the GB
- a. To be determined
  - b. Priorities and focus will come from the survey with Public Charter School
- I. Announcements/GB Member Comments
- a. There were no comments or announcements from GB members
- J. Adjournment
- a. Motion to adjourn the meeting was made by Mr. Divett
  - b. Motion was seconded by Mrs. Spangler
  - c. Motion to adjourn the meeting was voted on unanimously
  - d. Meeting adjourned at 8:42 p.m.