



Our mission at SABE is to enable students to maintain their native language, reconnect with their heritage language, or discover a new enriching language. Students will attain Spanish and English fluency and literacy through two-way immersion, which will expand their worldview and educational and career opportunities.

MINUTES

Date of Meeting: December 17, 2025 Time: 7:00pm

Governance Board Officers in Attendance

Mario Martinez, Treasurer
Elena Foster, Member
Patricia Jimenez-Latham, Member

Governance Board Members not in Attendance

Brennan Divett, President
Scott Heller, Secretary

Others in Attendance

Jackie Rodriguez, Head of School/Executive Director
Felicitas Adame-Reyes, Principal/Special Services Director
Ashley Wolfel, Business Manager, excused from the meeting at 7:31 p.m.

Location of Meeting:

Physical Address of Meeting Location: 601 Quantum Road NE, Rio Rancho, NM 87124

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 7:07 p.m.
- B. Roll Call-Board Members, Staff, and Guests
 - a. Roll call was done by Mr. Martinez
 - b. Governance Board Members Present
 - i. Mario Martinez, Treasurer
 - ii. Elena Foster, Member
 - iii. Patricia Jimenez-Latham, Member
 - c. Governance Board Members not in attendance
 - i. Brennan Divett, President
 - ii. Scott Heller, Secretary
- C. Adoption of the Agenda
 - a. Mrs. Rodriguez requested to delete Item G.a. Executive Director-Professional Development Plan
 - b. Motion to adopt the agenda was made by Ms. Jimenez-Latham
 - c. Motion seconded by Ms. Foster
 - d. Motion by unanimous consent
- D. Public Comment
 - a. No public comment
- E. Financial Management
 - a. Finance Committee Report
 - i. Mrs. Wolfel reviewed the Finance Committee Report
 - b. Business Manager's Report



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- i. Approve Voucher/Check Register Report
 - ii. Motion to approve the voucher/check register report by Ms. Jimenez-Latham
 - iii. Motion seconded by Ms. Foster
 - iv. Motion was unanimously approved the voucher/check register report
 - c. BARS
 - i. No BARS this month.
- F. Consent Agenda
 - a. Approval of the November 19, 2025 General Meeting Minutes
 - i. Motion to approve the November 19, 2025 General Meeting Minutes with the correction of the physical address of the school was made by Ms. Foster
 - ii. Motion was seconded by Ms. Jimenez-Latham
 - iii. Motion to approve the November 19, 2025 General Meeting Minutes with the correction of the physical address of the school was unanimously approved
- G. Discussion Items
 - ~~a. Executive Director Professional Development Plan~~
 - b. Policy Committee
 - i. Mrs. Rodriguez shared the responsibilities of the Policy Committee to inform the new Governance Board Members
 - ii. Mrs. Rodriguez invited Governance Board members to support in the work of the Policy Committee
- H. School Administrator Report
 - a. 2024 NM Vistas Report
 - b. 2024 NM-MSSA & NM-ASR Student Testing Results
 - c. 2025-2026 Beginning of the Year Student Data
- I. Announcements/GB Member Comments
 - a. Mrs. Rodriguez announced that she will be retiring after the following school year.
 - b. Mrs. Jimenez-Latham commended Mrs. Rodriguez and Mrs. Reyes for the work they do for the school.
- J. Adjournment
 - a. Motion to adjourn the meeting was made by Ms. Foster
 - b. Motion was seconded by Ms. Jimenez-Latham
 - c. Motion passed by unanimous consent
 - d. Meeting adjourned at 9:15 p.m.