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## GOVERNING BOARD MEETING

### Governance Board Members in Attendance

Brennan Divett, Vice President  
Scott Heller, Secretary  
Mario Martinez, Member

### Governance Board Members not in Attendance

Rebecca Torres, President  
Lisa Spangler, Treasurer

### Others in Attendance at the Meeting

Jackie Rodriguez, Executive Director/Head of School  
Felicitas Reyes, Principal/Special Services Director  
Ashley Wolfel, Business Manager,  
Elena Foster, guest

**Date of Meeting: July 16, 2025**

**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>

## MINUTES

- A. Welcome and Call to Order
  - a. Meeting was called to order at 7:04 p.m. by Mr. Brennan-
- B. Roll Call-Board Members, Staff, and Guests
  - a. Mr. Brennan called roll and announced what members are present and absent.
  - b. Mrs. Rodriguez introduced the staff and guests present.

Member	Present	Absent
Brennan Divett	X	
Lisa Spangler		X
Scott Heller	X	
Mario Martinez	X	
Becky Torres		X



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C. Adoption of the Agenda

- a. Motion to approve the agenda for July 16, 2025 was made by Mr. Martinez.
- b. Motion was seconded by Mr. Heller.
- c. Motion to approve the May 21, 2025 passed unanimously.

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

D. Public Comment

- a. Mr. Brennan asked Mrs. Elena Foster to introduce herself and share information about herself.
- b. Mrs. Foster shared her background and her interest in being a member of the Governing Board.
- c. Members of the Governing Board asked Mrs. Foster questions about her experience and interest in the Governing Board.
- d. Another member of the public joined the meeting at 7:12 p.m. Mr. Brennan asked the guest to introduce themselves. Mrs. Jovie introduced herself as a parent whose student has been at SABE since Kindergarten.

E. Financial Management

- a. Finance Committee Report for May and June 2025
  - i. Mrs. Wolfel shared the Finance Committee Report for May and June 2025.
- b. Business Manager's Report
  - i. Approve Voucher/Check Register Report for May 2025\*
    - 1. Motion to approve the Check Register Report was made by Mr. Heller.
    - 2. Motion was seconded by Mr. Martinez
    - 3. Motion to approve the Check Register Report passed unanimously.



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

ii. *Approve Voucher/Check Register Report for June 2025\**

1. *Motion to approve the Check Register Report was made by Mr. Heller.*
2. *Motion was seconded by Mr. Martinez.*
3. *Motion to approve the Check Register Report passed unanimously.*

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

c. **BARS**

- i. *BAR 563-0000-2425-0035-I 24154-Title II Carryover*
- ii. *BAR 563-0000-2425-0036-IB 26107-PEC Mini Grant*
- iii. *BAR 563-0000-2425-0038-I 25153-Medicaid*
- iv. *BAR 563-0000-2425-0039-I 23000-Activities revenue*
- v. *BAR 563-0000-2425-0040-I 11000 Operational Revenue*
- vi. *BAR 563-0000-2425-0041-I 21000 Food Service revenue*
- vii. *BAR 563-0000-2425-0042-D 21100 Decrease for Universal Free Meals*
- viii. *BAR 563-0000-2425-0043-T 11000 Adjust budget*
- ix. *BAR 563-0000-2425-0044-T 11000 Adjust Budget*
- x. *BAR 563-0000-2425-0045-I 24101 Title I Carryover*
- xi. *BAR 563-0000-2425-0046-T 11000 adjust budget*
- xii. *BAR 563-0000-2425-0047-I 24109 Preschool IDEA-B Carryover*
- xiii. *BAR 563-0000-2425-0048-I 24106 IDEA-B Carryover*
  1. A motion to approve the BARS as presented by Mrs. Wolfel was made by Mr. Brennan.
  2. Motion was seconded by Mr. Martinez



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3. Motion to approve the BARS as presented by Mrs. Wolfel passed unanimously.

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

F. Consent Agenda

- a. Approval of the May 21, 2025 General Meeting Minutes and May 30, 2025 Special Meeting Minutes

- i. No meeting was held in June due to Executive Director illness

1. Motion to approve the May 21, 2025 General Meeting Minutes with revisions was made by Mr. Heller.
2. Motion was seconded by Mr. Martinez.
3. Motion to approve the May 21, 2025 General Meeting Minutes passed unanimously.

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

4. Motion to approve the May 30, 2025 Special Meeting Minutes was made by Mr. Heller.
5. Motion was seconded by Mr. Martinez.
6. Motion to approve the May 30, 2025 Special Meeting Minutes passed unanimously.



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

b. *Approval of the IDEA-B Application*

- i. *Motion to approve the IDEA-B Application was made by Mr. Heller.*
- ii. *Motion was seconded by Mr. Martinez.*
- iii. *Motion to approve the IDEA-B Application approved by unanimous consent.*

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

c. *Approval of the Public Charter Schools of New Mexico Expansion Grant*

- i. *A motion to approve the Public Charter School of New Mexico Expansion Grant was made by Mr. Martinez.*
- ii. *Motion was seconded by Mr. Heller.*
- iii. *Motion to approve the Public Charter School of New Mexico Expansion Grant passed by unanimous consent.*



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

d. *Nomination and vote for President/Chair Role*

- i. *Mr. Brennan is temporarily serving as President/Chair Role.*
- ii. *The Board had a discussion about what board members are check signers. Currently Mr. Martinez is the second check signer. Any board member can be a check signer.*
- iii. *The Board members had a discussion about interest in the position and who to nominate as President.*
- iv. *Mr. Heller nominates Mr. Brennan as President/Chair Role.*
- v. *Motion seconded by Mr. Martinez-*
- vi. *Motion to approve the vote of President/Chare Role passed by unanimously-*

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

e. *Nomination for Finance Committee Chair*

- i. *Mr. Brenan proposed to table the Nomination for Finance Committee Chair for the next Governing Board Meeting.*
- ii. *Motion was seconded by Mr. Martinez*
- iii. *Motion to table the Nomination for Finance Committee Chair for the next Governing Board Meeting was passed unanimously.*



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

- f. *Approval of resignations of Becky Torres and Lisa Spangler*
  - i. *The Board Members had a discussion to the order in which to accept the resignations of Mrs. Torres and extended Mrs. Spangler's resignation. There are additional candidates that may be voted on in next month's Governing Board meeting.*
  - ii. *Mr. Brennan proposes a motion to approve resignation of Becky Torres and table Lisa Spangler's resignation until her replacement is found.*
  - iii. *Motion seconded by Mr. Heller.*
  - iv. *Motion to approve the resignation of Becky Torres and table Lisa Spangler's resignation until her replacement is found, passed by unanimous consent.*

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

- g. *Discussion and approval of new Board Members*
  - i. *Governing Board did not have any discussion in addition to what Mrs. Foster already shared.*
  - ii. *Motion to approve new Board Members was made by Mr. Brennan-*
  - iii. *Motion was seconded by Mr. Heller.*
  - iv. *Motion to approve Mrs. Foster as a new Board member was passed unanimously.*



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

- h. *Annual Meeting Resolution: Determine General Meeting Dates and Time*
  - i. *Board members had a discussion about the meeting day.*
  - ii. *Mr. Brennan made a motion to keep the Governing Board Meetings on the 3rd Wednesday of month at 7:00 p.m.*
  - iii. *Mr. Heller seconded the motion.*
  - iv. *The motion to keep the Governing Board Meetings on the 3rd Wednesday of month at 7:00 p.m.*

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

- i. *Approve SABE's USDA Food Procurement Policy*
  - i. *Mr. Brennan asked Mrs. Rodriguez to explain SABE's USDA Food Procurement Policy.*
  - ii. *Motion to approve SABE's USDA Food Procurement Policy was made by Mr. Brennan as presented by Mrs. Rodriguez.*
  - iii. *Motion was seconded by Mr. Heller*
  - iv. *Motion to approve SABE's USDA Food Procurement Policy was approved unanimously.*



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

- j. *Approve Herrera Bus Contract*
  - i. *Mrs. Rodriguez reviewed the details of the contract.*
  - ii. *Motion to approve the Herrera Bus contract was made by Mr. Heller-*
  - iii. *Motion was seconded by Mr. Martinez.*
  - iv. *Motion to approve the Herrera Bus contract was passed by unanimous consent.*

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

- k. *Approve Professional Services Contract Charter Law Office PC (Sue Fox)*
  - i. *Mrs. Rodriguez*
  - ii. *A motion to approve the Professional Services Contract Charter Law Office (Sue Fox) was made by Mr. Martinez.*
  - iii. *Motion was seconded by Mr. Heller.*
  - iv. *Motion to approve the Professional Services Contract Charter Law Office (Sue Fox) as presented by Mrs. Rodriguez passed by unanimous consent.*



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

G. Announcements/GB Member Comments

- a. No announcements were made by the Board Members.
- b. Mr. Martinez asked when the school year was starting. Mrs. Rodriguez shared when the first day of school is and recruitment efforts. Currently SABE is in open enrollment.
- c. SABE Niños, pre-K program will be housed at SABE.
- d. Mrs. Rodriguez updated the Board about the playground and its construction.

H. Adjournment

- a. Motion to adjourn the meeting was made by Mr. Heller.
- b. Motion was seconded by Mr. Martinez.
- c. A motion to adjourn the meeting was unanimously approved.
- d. The meeting adjourned at 9:31 p.m.