



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.

## GOVERNING BOARD MEETING

### Governance Board Members in Attendance

Brennan Divett, Vice President

Lisa Spangler, Treasurer

Scott Heller, Secretary

Mario Martinez, Membe

### Governance Board Members Absent

Rebecca Torres, President

Scott Heller, Secretary

### Others in Attendance at the Meeting

Jackie Rodriguez, Executive Director/Head of School

Felicitas Adame-Reyes, Principal/Special Services Director

**Date of Meeting: October 16, 2024**

**Time: 7:00 pm**

### **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. Welcome and meeting was called to order by Mr. Divett at 7:05 p.m.
  - b. There is a quorum with three members present.
- B. Roll Call-Board Members, Staff, and Guests

a. Roll call of Board Members was called by Mr. Divett.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	X	
Becky Torres	Absent	
<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 Mr. Martinez
  - b. The motion was seconded by Mrs. Spangler
  - 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	X	
Becky Torres	Absent	
<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. Spangler and Mrs. Rodriguez 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 Mr. Martinez
    2. The motion was seconded by Mr. Divett
    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	X	
Becky Torres	Absent	
<b>MOTION :</b>	<b>X PASSED</b>	<b>NOT PASSED</b>

- c. BARS
  - i. **563-000-2425-0006-I Fund 21000-Increase for Universal Free Lunch (State Funded)**
  - ii. **563-000-2425-0007-T Fund 11000 Transfer to adjust budget to match anticipated expenditures**
  - iii. **563-000-2425-0008-T Fund 24101 Transfer to adjust budget to cover part of salary**
  - iv. **563-000-2425-0009-T Fund 24189 Transfer to adjust budget to cover part of salary**
    1. Motion to approve the BARS as presented was made by Mr. Divett.
    2. Motion is seconded by Mr. Martinez
    3. Motion was passed with unanimous consent.

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



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F. Consent Agenda

a. *Approval of the September 18, 2024 General Meeting Minutes*

- i. Motion to approve the Minutes from September 18, 2024 was made by Mrs. Spangler.
- ii. Motion was Seconded by Mr. Martinez.
- iii. The motion was approved by unanimous consent.

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

b. *Approval of the September 30, 2024 Special Meeting Minutes*

- i. Motion to approve the Minutes from September 30, 2024 Special Meeting Minutes was made by Mrs. Spangler striking “agenda” and replacing it with “minutes”.
- ii. Motion was Seconded by Mr. Divett.
- iii. The motion was approved unanimously.

Member	Vote In Favor	Vote Against
Brennan Divett	X	
Lisa Spangler	X	
Scott Heller	Absent	
Mario Martinez	X	
Becky Torres	Absent	
<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*

*Motion to table Governing Board Annual Approvals for the November meeting was made by Mr. Divett*

*Motion was seconded by Mr. Martinez*

*The motion was approved unanimously.*

*Governing Board annual approvals have been tabled for the next board meeting so all members can be present.*

G. Administrative Report

- a. Academic Performance Framework
- b. Organizational Matters



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- i. Mrs. Rodriguez and Mrs. Reyes gave an update on academic performance and organizational matters since the last board meeting.

H. Focused Priorities for the GB

- a. Mrs. Rodriguez, Mrs. Torres and Mr. Gallegos will meet to develop an action plan for the remaining of the year in alignment with the expectations for the Board. They will meet in November.
- b. Mrs. Rodriguez also informed the Board that a discussion for a transition plan for future executive director will start.
- c. Holding spot for policy development. The marketing team and Mrs. Rodriguez has made changes to the school website to make it easier to access the school's approved policies.
- d. Mrs. Spangler discussed the draft that was developed for the Small asset and s ???? . Mrs. Spangler gave a summary of the proposed policy draft.

I. Announcements/GB Member Comments

- a. No announcements or comments.

J. Adjournment

- a. Motion to adjourn the meeting was made by Mr. Martinez.
- b. Motion seconded by Mrs. Spangler.
- c. Motion was approved unanimously.
- d. Meeting was adjourned at 8:30 p.m.

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