

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, April 13, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date: May 11**

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from March 9, 2017</b>  |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:40</b> | <b>Go into Closed Session-</b> to discuss personnel issues and sensitive information   |
| <b>VI.</b>   | <b>7:40</b>      | <b>Go Back into Open Session</b>   |
| <b>VII.</b>  | <b>7:40-7:50</b> | <b>Action Items:</b> <ul style="list-style-type: none"> <li>a. New Board Members</li> <li>b. BAR 0015-D</li> <li>c. BAR 0016-IB</li> <li>d. BAR 0017-IB</li> <li>e. Salary Schedule</li> </ul> |
| <b>VIII.</b> | <b>7:50-8:05</b> | <b>Financial Report-</b> Budget Update: Ashley from the Vigil Group  |
| <b>IX.</b>   | <b>8:05-8:20</b> | <b>Principal's Update-</b> Dr. Vallejo   |
| <b>X.</b>    | <b>8:20-8:35</b> | <b>Old Business</b> <ul style="list-style-type: none"> <li>a. School Safety</li> <li>b. Recruitment</li> </ul>   |
| <b>XI.</b>   | <b>8:35-8:50</b> | <b>New Business</b>  |
| <b>XII.</b>  | <b>8:50-9:00</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachments: Budget Documents, Minutes

**APRIL MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, April 13, 2017**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:07**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Cristina Benitez de Luna  
Christopher Gallegos

The following board members were not in attendance:

Wayne Moosman  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Cristina to approve the agenda, second by Brennan. The motion was approved by unanimous consent.

**III. Approval of Minutes from March 2017**

Brennan moves to amend the minutes to reflect the correct spelling of Cristina's name and to add Margarita Fuentes as a board member not in attendance for the March Board meeting to the March minutes. Brennan moves to approve the amended minutes, Jeff seconds. The motion was approved by unanimous consent.

**IV. Announcements**

None

**V. Closed Session**

Jeff moves to go into closed section. Cristina seconds. Approved by unanimous consent.

**VI. Go Back into Open Session**

Brennan moves to go into open session at 7:53 p.m. Jeff seconds. Approved by unanimous consent.

**VII. Action Items**

- A. Brennan moves to accept Margarita Fuentes' resignation. Jeff seconds. Approved by unanimous consent.
- B. The approval of new board member Octavio Munoz. Jeff moves to accept Octavio Munoz as a new board member. Brennan seconds. Approved by unanimous consent.
- C. Cristina moves to approve BAR 0015-D. Brennan seconds. Approved by unanimous consent.
- D. Cristina moves to approve BAR 0016-IB. Brennan seconds. Approved by unanimous consent.

- E. Brennan moves to approve BAR 0017-IB. Cristina seconds. Approved by unanimous consent.
- F. The Board reviewed both Salary Schedule 35 and Salary Schedule 345. Jeff moves to table the approval of the Salary Schedule during a special session on Monday, April 17, 2017 at 6 p.m. Brennan seconds. Approved by unanimous consent.

#### **VIII. Financial Report**

Ashley and the Vigil Group presented the Revenue Report.

#### **IX. Principal's Update**

- a. FOB-there is a quote going out to see about the instillation. The landlord is planning on installing the FOB as an improvement to the facility. The door is to remain locked throughout the school day.
- b. 111 students are currently on the school roster.
- c. PARCC and other tests are currently in progress until the end of the school year.
- d. Online surveys are almost complete for the quality of education and teacher surveys. The first deadline is April 21 for the teacher surveys.
- e. Title 1 visited Principal Vallejo today, whatever is not spent will be used for the following year.
- f. Civil Rights data collection was sent out. Special education corrective action data was sent out.
- g. Safe school plan went out. The School Charter Amendment is still being considered to include iStation as our testing.
- h. CSD came for their annual visit and was generally pleased, but had a few suggestions that will be provided shortly.
- i. We will have 10 Teacher PD visits every year for the next three years.
- j. Fundraising is still in progress with Gold Candle.
- k. Principal Vallejos will not be at the next board meeting.

#### **X. Old Business**

- a. School safety-we have implemented new measures including having the front doors locked during school hours. Everyone goes through the sign-in process. Installers have visited the school and given a quote for a FOB. We are waiting for installation based on the landlord's timeframe.
  - A. We spoke with PSFA, and there were no issues about sharing space with certain tenants. We also spoke with the PED who also confirmed that we have followed all statutes and regulations.
- b. Recruitment-111 students are currently enrolled for the next year. We get SEG funding for each student so we will try to get as many students as possible.

#### **XI. New Business**

None

**XII. Public Comment**

-Lorenza Sands

**XIII. Adjourn**

- a. Cristina moves to adjourn at 8:44 p.m. Brennan seconds. The motion was approved by unanimous consent.

DRAFT



**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, April 17, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

- I.        6:00        Call to Order**
- II.       Approval of 2017-2018 Salary Schedule**

**April 17 Minutes**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, April 17, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**I.     Call to Order**

Brennan called the meeting to order at 6:03p.m.

The following board members were in attendance:

Brennan Divett  
Jeff Stradling (phone)  
Cristina Benitez de Luna (phone)  
Chris Gallegos (phone)

The following board members were not in attendance:

Octavio Muñoz

**II.    Approval of 2017-2018 Salary Schedule**

Brennan moves to approve Schedule A with a base salary of 35,000, Jeff seconds, the motion passes by unanimous consent.

**III.   Adjourn**

Brennan moves to adjourn, Jeff seconds, the motion passes by unanimous consent. The meeting was adjourned at 6:09 p.m.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, August 11, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Dates:** September 8, October 13, November 10, December 8

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from July 14, 2016</b>  |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Establish Committees<br>b. Amend Lease                    |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group           |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo<br>a. Enrollment Update<br>b. Recruiting      |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business</b><br>a. Push for recruitment<br>b. Advisory Council                |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b><br>a. Board Changes Documentation<br>b. Beginning of School Year |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, August 11, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho**

**I. Call to Order: 7:24 p.m.**

The following board members were in attendance:

Brennan Divett  
Margarita Fuentes  
Paola Huffmon (phone)

The following board members were not in attendance:

Wayne Moosman  
Jeff Stradling

**II. Approval of Agenda**

Motion by Paola to approve the agenda, second by Margarita. The motion was approved by unanimous consent.

**III. Approval of Minutes from July 14, 2016**

Brennan moves to approve the minutes under change to the date so that it reads July 14, 2016. Motion by Paola to approve the minute as so changed. Second by Margarita. The motion was approved by unanimous vote.

**IV. Announcements**

Paola announced her intentions to retire from the board pending the finding of a replacement. Brennan moves to table discussion of Paola's resignation until a replacement is found. Second by Margarita. The motion was approved by unanimous vote. Margarita also announced that she intends to submit a letter of resignation in the near future.

**V. Action Items**

- a. Motion by Brennan to table the establishment of committees to a future meeting where all of the board members are in attendance. Second by Margarita. The motion was approved by unanimous vote.
- b. Brennan announced that the school will be looking to amend it's lease so as to reflect different risk coverage due to the fact that Brian the landlord has indicated that he is already covering the whole building under his insurance. Brennan will look into getting this amended and bring it to a vote at a future meeting.

**VI. Financial Report**

The Vigil Group gave the Board an update about the budget. The Board reviewed the budget.

**VII. Old Business**

Brennan discussed the need to create a SABE Advisory Council per the board training from CSD.

**VIII. Principal's Update**

- a. Pete stated that all positions have been filled.
- b. Pete stated that there are currently 99 students enrolled at SABE.
- c. Pete stated that adds are being purchased in the Rio Rancho Observer and the Bernalillo newspaper, and fliers are being distributed at local housing complexes and preschools.
- d. Pete discussed the possible purchase of \$7,000 cubicle walls for the temporary classrooms. The build out of actual classrooms would cost approximately \$47,000.

**IX. Public Comment**

**X. Adjourn**

The meeting was adjourned at 9:39 when Paola lost phone connection and there was no longer a quorum present.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, December 08, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date:** January 12

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from November 17, 2016</b>                          |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
|              |                  |  |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b> New Board Members                                     |
|              |                  |  |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group |
|              |                  |  |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo                                     |
|              |                  |  |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business-</b> Follow up of Lease Amendment Status for SEG Funding   |
|              |                  |  |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b>  |
|              |                  |  |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
|              |                  |  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**DECEMBER MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, December 08, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:02**

The meeting is called to order at 7:02.

The following board members were in attendance:

Wayne Moosman

Brennan Divett

Cristina Benitez de Luna

Jeff Stradling (phone)

The following board members were not in attendance:

Paola Huffmon

Margarita Fuentes

Wayne moves to accept the resignation of Paola, Cristina seconds, the motion is approved by unanimous consent.

Jeff informed the board that he needs to excuse himself from the meeting. Jeff left the meeting.

**II. Approval of Agenda**

Brennan moves to add the approval of the BAR to the agenda, second by Wayne. The motion was approved by unanimous consent.

Motion by Wayne to approve the agenda with the addition of the BAR, second by Cristina. The motion was approved by unanimous consent.

**III. Approval of Minutes from November 17, 2016**

Motion by Wayne to approve the minutes from November 17, second by Cristina. The motion was approved by unanimous consent.

**IV. Announcements**

Brennan announced that it was Wayne's last board meeting as his term is ending. He thanked him for his service and recognized that he is the last remaining original board member, and that his presence will be missed. Brennan also welcomed Cristina to the board.

#### **V. Action Items**

The board discussed the addition of new board members. No action was taken.

BAR number 563-000-1617-0008-I was discussed by the board. The school is adjusting the budget to reflect the increase in Lease Reimbursement. Motion to approve by Wayne, second by Brennan, Unanimous.

#### **VI. Financial Report**

Ashley presented the Governance Council Reports and walked the Board through the financial documents.

#### **VII. Principal's Update**

- a. Pete reports that the school finished up the 40 day report and everything went well. The school is now working on the 80 reports. Pete reports that things are going well and the reports should be done by tomorrow, or Monday.
- b. Teacher evaluations are completed, only one teacher still needs to acknowledge the observation.
- c. Pete is planning to follow up with the Tesoros donation. Pete reports that he has contacted site through CES and they plan to meet to coordinate professional development.
- d. Safe schools plan is due on February 10. The handbook needs to be reviewed to see what needs to be added to have all of the pieces in place for the state. Our charter requires testing in DRA and EDL but now we will be required to test using Istation. Pete spoke with Katie Poulous and she is supportive of SABE using only Istation instead of doubling up on testing. Pete will send the amendment forms and the verbiage recommended from Katie before January's meeting. We will add that as a discussion item.
- e. The play mats and domes have been constructed.
- f. It is time to make plans for recruitment for the upcoming school year. Last year we opened the application on February 1st and closed it on February 21st. The lottery would have been held on the 22. Next year we have projected 120 students. There is room for more.
- g. Wayne moves to open the lottery for the same dates as last year, Cristina seconds. The motion passes by unanimous consent.
- h. There are 11 fifth graders, 17 4th graders, nine third graders, 17 second graders, 13 in one first grade and 15 in the other. We have two confirmed seats open in kindergarten.
- i. The temporary walls will be extended up two feet. This improvement will not cost any more as the school has already paid for nine feet walls.

#### **VIII. Old Business**



There was no old business discussed as Ashley already addressed the change in lease reimbursement in her presentation on the BAR.

**IX. New Business**

There was no new business.

**X. Public Comment**

Discussion of getting donations for consumables.

Discussion of getting a donation for a digital entry system for the front door.

A local 501(c)3 was awarded a grant to put a greenhouse in a public space. They are willing to put it at SABE but the landlord has indicated that he doesn't want it on the premises.

Discussion of forming a grant committee because there are looming grant deadlines. It is decided that the Brennan and Cristina will meet with the grant committee next Wednesday.

**XI. Adjourn**

Cristina moves to adjourn the meeting, Wayne seconds. The motion is approved by unanimous consent. The meeting is adjourned at 8:52 p.m.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, February 09, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date:** March 9

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from January 12, 2017</b>                                     |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:40</b> | <b>Go into Closed Session-</b> to discuss personnel issues and sensitive information |
| <b>VI.</b>   | <b>7:40</b>      | <b>Go Back into Open Session</b>   |
| <b>VII.</b>  | <b>7:40-7:50</b> | <b>Action Items:</b><br>a. New Board Members<br>b. Parent Action Committee           |
| <b>VIII.</b> | <b>7:50-8:05</b> | <b>Financial Report:</b> Budget Update: Ashley from the Vigil Group                  |
| <b>IX.</b>   | <b>8:05-8:20</b> | <b>Principal's Update:</b> Dr. Vallejo   |
| <b>X.</b>    | <b>8:20-8:35</b> | <b>Old Business-</b> Lottery Update  |
| <b>XI.</b>   | <b>8:35-8:50</b> | <b>New Business</b>  |
| <b>XII.</b>  | <b>8:50-9:00</b> | <b>Public Comment</b>  |
| <b>XI.</b>   |                  | <b>Adjourn</b>   |

Attachment: Budget Documents, Minutes

**FEBRUARY MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, February 9, 2017**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:13**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Cristina Benitez de Luna

The following board members were not in attendance:

Wayne Moosman  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Brennan to move the Public Comments before the Action Items. This was discussed among the Board Members. Jeff motions to table Brennan's motion to the next meeting.

Motion by Jeff to approve the agenda, second by Brennan. The motion was approved by unanimous consent.

**III. Approval of Minutes from January 12, 2017**

Brennan moves to amend the minutes to reflect the last names of those that participated in public comment. Jeff amended the January 12, 2017 minutes to reflect the last names. Brennan moves to approve the amended minutes, Christina seconds. The motion was approved by unanimous consent.

**IV. Close Session**

Jeff moves to go into closed section. Christina seconds. Approved by unanimous consent.

**V. Go Back into Open Session**

Christina moves to go into open session at 8:25. Jeff seconds. Approved by unanimous consent.

**VI. Action Items**

- A.** The approval of new board members. Brennan moves to table the approval of new board members to the March meeting. Christina seconds. Approved by unanimous consent.
- B.** Move to table approval of By-Laws until either a special board meeting or the March 9 meeting.
  - a.** Proposing Parent Action Committee so that they can work with Dr. Vallejos to advocate for the kids and the families. They propose having a committee and meetings to work as a team to resolve issues. They want to find activities with volunteers and have resources for the kids and extracurricular activities.

- b. There was also discussion of forming the PAC under a 501(c)(3).

**VII. Financial Report**

Ashley and the Vigil Group presented the Revenue Report.

**VIII. Principal's Update**

- a. Safe School will be turned in on February 10, 2017.
- b. Discussion of whether to amend the Charter to use iStation exclusively.
- c. Recruitment is going on through February 21, 2017.

**IX. Old Business**

- a. Lottery is now open.
- b. Safety, teacher issues, and bathroom cleanliness.

**X. New Business**

None

**XI. Public Comment**

-Kelli Perry  
-Stephanie Quintana  
-Neritza Diaz-Cruz  
-Erika Tode  
-Amber Galcen  
-Victoria Mancia  
-Lorenza Sands

**XII. Adjourn**

- a. Brennan moves to recess to reconvene at 12:15, second by Jeff. The motion was approved by unanimous consent.
- b. The meeting was put on recess at 9:43.
- c. February 10, 2017-Brenna moves to reopen the meeting, second by Jeff. The motion was approved by unanimous consent.
- d. Christina motions to adjourn the meeting, second by Jeff. The motion was approved by unanimous consent.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, January 12, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date:** February 9

- |              |                  |   |
|--------------|------------------|---|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>  |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>   |
| <b>III.</b>  |                  | <b>Approval of Minutes from December 08, 2016</b>   |
| <b>IV.</b>   |                  | <b>Announcements</b>  |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. New Board Members<br>b. Parent Action Committee                          |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report:</b> Budget Update: Ashley from the Vigil Group                                 |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo  |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business-</b><br><br>a. Report from Jeff on the Anti-Donation Clause question.<br>b. Lottery |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b>   |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>   |
| <b>XI.</b>   | <b>Adjourn</b>   |   |

Attachment: Budget Documents, Minutes

**JANUARY MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, January 12, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:05**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Cristina Benitez de Luna

The following board members were not in attendance:

Wayne Moosman  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Cristina to approve the agenda, second by Jeff. The motion was approved by unanimous consent.

**III. Approval of Minutes from December 8, 2016**

Jeff moves to approve the minutes, Brennan seconds. The motion was approved by unanimous consent.

**IV. Announcements**

Free board training in Las Cruces, NM. We are anticipating board training in this area of the State soon. 5 hours of training is required for all board members.

**V. Action Items**

- A.** We are still looking to fill Wayne's role and it needs to be preferably someone with financial experience.
- B.** Parent Action Committee- we had a grant meeting that went well. Parents would like to create a Parent Action Committee that will be separate from a Parent Meeting. It could potentially have a meeting and elect officers and that person could have someone report at the Board Meeting. They may also consider drafting up By-Laws
  - a.** Proposing Parent Action Committee so that they can work with Dr. Vallejos to advocate for the kids and the families. They propose having a committee and meetings to work as a team to resolve issues. Want to find activities with volunteers and have resources for the kids and extracurricular activities.
  - b.** There was also consideration of forming it under a 501(c)(3)?

**VI. Financial Report**

Ashley and the Vigil Group presented the Expenditure Report.

BAR 563-000-1617-0011-D decrease of \$97,104. Motion to approve BAR by Jeff second by Brennan. Unanimous

BAR 563-000-1617-00010-T. Cristina moves to approve Bar, second by Brennan. Unanimous.

**VII. Principal's Update**

- a. Been contacting I-Station and we have been meeting with parents about the scores. Every month it should increase. Testing is ongoing and we have Access test is coming up.
- b. Still dealing with wall issues and panel correction.
- c. Electrical work was completed and any damage is being corrected.
- d. Parent Action Committees working on the grants.
- e. Safe Schools is due at the end of this month so a committee is considering meeting together to see if there is anything to add.
  - a. Brennan moves to have a handbook committee meet back to back with the grant committee on January 18 at 6 p.m.
  - b. January 22 the handbook will be forwarded to the Board members for review.
  - c. January 24 the Board will convene at 7 p.m. and it will only cover changes to the handbook.
- f. Still waiting on 9 commitments for next year. There are 7 siblings coming in and 5 new applicants.
- g. There was a snow day so our calendar will extend by one day.
- h. 80 days' count was performed and we were one of the first schools to complete it.
- i. CES is offering professional development for free. They received a \$600,000.00 grant and we are the first and only charter to work with them. They would give us 10 days out of the year and give ongoing coaching. For us we would get active v. academic learning. Then follow up with the bilingual component. There are also K-5 trainers and consultants. Per the Charter we do need professional component for the bilingual issue and it would require a 3-year commitment.

**VIII. Old Business**

- a. Report from Jeff on the Anti-Donation Clause question.
- b. Lottery dates are from February 1 to 21.

**IX. New Business**

None

**X. Public Comment**

Neritza, Valerie, Heather, Desmond, Kelli, Stephanie, Brianna, and Lorenza addressed the Board.

**XI. Adjourn**

- a. Jeff motions to adjourn the meeting, second by Brennan. The motion was approved by unanimous consent.
- b. The meeting adjourned at 9:29 p.m.



**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, July 14, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Dates:** August 11

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from June 09, 2016</b>  |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Set dates for future Board Meetings<br>b. Establish Committees                            |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group   |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo<br>a. Enrollment Update<br>b. Recruiting<br>c. Contract Performance Framework |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business</b><br>a. Push for recruitment<br>b. Advisory Council  |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b><br>a. Board Changes Documentation<br>b. Beginning of School Year                                 |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, July 14, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho**

**I. Call to Order: 7:05 p.m.**

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Margarita Fuentes

The following board members were not in attendance:

Wayne Moosman  
Paola Huffmon

**II. Approval of Agenda**

Motion by Jeff to approve the agenda, second by Brennan. The motion was approved by unanimous consent.

**III. Approval of Minutes from June 9, 2016**

Brennan moves to approve the minutes under changes to action item 6a, 6b, deleting the last sentence of action item 8e, and adding that the motion was passed unanimously at the end of action item 12. Motion by Jeff to approve the minute as so changed. Second by Margarita. The motion was approved by unanimous vote.

**IV. Announcements**

No major announcements at this time.

**V. Action Items**

- a. Set Dates for future meetings- Motion to set August 11 as date for future meetings by Jeff, second by Margarita.
- b. Because several board members were not present, Brennan moves to table action item V until the next meeting, Jeff seconds.

**VI. Financial Report**

The Vigil Group gave the Board an update about the budget. The Board reviewed the budget. Ashley said that she believes that we will have a few additional checks for outstanding bills but that the school was in a good position. Ashley received an email from Pete for a school audit.

**VII. Old Business**

None

**VIII. New Business**

- a. Brennan has updated the student handbook and he will email it to Pete.

- b. Paula Baker has been hired as a new first grade teacher.
- c. Margarita Wilchan has been hired as a fourth grade teacher.
- d. Senaise James will be the EA.

**IX. Principal's Update**

- a. Pete said that the school was not currently using the performance framework because the PEC did not authorize its use. Pete explained that we have to use the old forms.
- b. Pete reported that current enrollment was at 101 students. Pete advertised in Walmart and locations in Bernalillo and utilized media like Facebook and the Rio Rancho Observer to advertise the remaining open slots. Pete reported that he dropped information at Section Eight in Bernalillo, La Escualita, and the community center in Bernalillo.
- c. Transportation-Pete is waiting to hear back from the Boys and Girls Club and La Petite Academy to find out if they have transportation for after school programs.
- d. Grades-There was an issue on how grades were reported with Power School. The website for the program apparently did not allow for the proper reflection of students' grades. Pete is actively resolving this issue and will communicate these changes to the parents of the students. Brenna believes that we should have a verification process.
- e. Lunch Program-Pete expects that a lunch program will cost approximately \$230.00 per student.
- f. We currently have enough students for a full first grade class. Several students will be needed for another first grade class.

**X. Public Comment**

None

**XI. Adjourn**

- a. Jeff motions to adjourn the meeting, Margarita seconds.
- b. The meeting adjourned at 8:30 p.m.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, July 14, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Dates:** August 11

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from June 09, 2016</b>  |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Set dates for future Board Meetings<br>b. Establish Committees                            |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group   |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo<br>a. Enrollment Update<br>b. Recruiting<br>c. Contract Performance Framework |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business</b><br>a. Push for recruitment<br>b. Advisory Council  |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b><br>a. Board Changes Documentation<br>b. Beginning of School Year                                 |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, June 15, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date: TBD**

- |              |                  |   |
|--------------|------------------|---|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>  |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>   |
| <b>III.</b>  |                  | <b>Approval of Minutes from May 12, 2017</b>                        |
| <b>IV.</b>   |                  | <b>Announcements</b>  |
| <b>V.</b>    | <b>7:10-7:20</b> | <b>Action Items:</b><br>a. Board Member Changes                     |
| <b>VI.</b>   | <b>7:20-7:35</b> | <b>Financial Report-</b> Budget Update: Ashley from the Vigil Group |
| <b>VII.</b>  | <b>7:35-7:50</b> | <b>Principal's Update-</b> Dr. Vallejo                              |
| <b>VIII.</b> | <b>7:50-8:05</b> | <b>Old Business</b>   |
| <b>IX.</b>   | <b>8:05-8:20</b> | <b>New Business</b>   |
| <b>X.</b>    | <b>8:20-8:30</b> | <b>Public Comment</b>   |
| <b>XI.</b>   | <b>Adjourn</b>   |   |

Attachments: Budget Documents, Minutes

**MARCH MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, March 9, 2017**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:12**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Cristina Benitez de Luna

The following board members were not in attendance:

Wayne Moosman  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Jeff to amend agenda to reflect the proper agenda: Several dates were corrected and included an MOU under the Parent Action Committee subsection, a presentation from Ashley for audit findings was added, and for the inclusion of BARs 0012-I; 0013-I; and 0014-T.

Brennan moves to add contract renewal for Dr. Vallejos to the Agenda. Christina seconds. The motion passes by unanimous consent.

Motion by Jeff to approve the Agenda with the changes as noted, second by Brennan. The motion passes by unanimous consent.

**III. Approval of Minutes from February 9, 2017**

Brennan moves to amend his name to reflect a proper spelling. Brennan moves to approve the amended minutes with the correction of typographical error under XII subsection C. The motion was approved by unanimous consent.

**IV. Closed Session**

Cristina moves to go into closed section. Jeff seconds. Approved by unanimous consent.

**V. Return to Open Session**

Cristina moves to go into open session at 7:59. Jeff seconds. Approved by unanimous consent.

**VI. Action Items**

**A. New Board Members**

- a. Brennan moves to approve Chris Gallegos as a new board member. Cristina seconds.  
That motion passes by unanimous consent.

**B. Memorandum of Opinion**

- a. Brennan moves to go into recess at 8:20 for 10 minutes. Jeff seconds. The motion passes by unanimous consent.
  - b. Jeff moves to return to open session at 8:30. Brennan seconds. The motion passes by unanimous consent.
  - c. Jeff moves to approve the non-binding memorandum of understanding between the PAC and SABE with the proposed changes. Brennan seconds. The motion passes by unanimous consent.
- C. BAR Approval
  - a. Cristina moves to approve the BAR 0012-I. Jeff seconds. The motion passes by unanimous consent.
  - b. Cristina moves to approve the BAR 0013-I. Jeff seconds. The motion passes by unanimous consent.
  - c. Brennan moves to approve the BAR 0014-T. Christina seconds. The motion passes by unanimous consent.
- D. Brennan moves to allow Dr. Vallejos contract to expire at the end of the term and to not renew the contract. Christina seconds. The motion passes by unanimous consent.

## **VII. Financial Report**

Ashley and the Vigil Group presented the Revenue Report and the State Audit.

## **VIII. Principal's Update**

- a. Recruitment stands at 109.
- b. School recently had a picture day.
- c. Vacancies for positions will go up on the website next week. Expecting two first grade instructors and one Kindergarten instructor. There will also be a custodian position.
- d. A potential after school program would be from 3 to 6 p.m. with a stipend to staff. This would cost approximately \$8,000.00.
- e. Testing of students is complete and we are waiting on an assessment by Katie.
- f. The school will be moving forward with professional development.
- g. School safety plan was set.

## **IX. Old Business**

None

## **X. New Business**

Review of the Board powers and responsibilities.  
Review of the complaint process.

## **XI. Public Comment**

-Kelli Perry

-Stephanie Quintana  
-Lorenza Sands

**XII. Adjourn**

- a. Brennan moves to adjourn at 9:39, second by Cristina. The motion was approved by unanimous consent.



**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, May 11, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date: TBD**

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from April 13, 2017</b>   |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:40</b> | <b>Go into Closed Session-</b> to discuss personnel issues and sensitive information   |
| <b>VI.</b>   | <b>7:40</b>      | <b>Go Back into Open Session</b>   |
| <b>VII.</b>  | <b>7:40-7:50</b> | <b>Action Items:</b> <ul style="list-style-type: none"> <li>a. Board Member Changes</li> <li>b. BAR 0021-I</li> <li>c. BAR 0022-I</li> <li>d. BAR 0023-I</li> <li>e. Lease Assistance Application</li> </ul> |
| <b>VIII.</b> | <b>7:50-8:05</b> | <b>Financial Report-</b> Budget Update: Ashley from the Vigil Group  |
| <b>IX.</b>   | <b>8:05-8:20</b> | <b>Principal's Update-</b> Dr. Vallejo   |
| <b>X.</b>    | <b>8:20-8:35</b> | <b>Old Business</b>  |
| <b>XI.</b>   | <b>8:35-8:50</b> | <b>New Business</b>  |
| <b>XII.</b>  | <b>8:50-9:00</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachments: Budget Documents, Minutes

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Friday, May 12, 2017**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date: TBD**

- I.                    Call to Order**
- II.                    Action Items:**
  - a. Board Member Changes
  - b. BAR 0021-I
  - c. BAR 0022-I
  - d. BAR 0023-I
  - e. Lease Assistance Application
- III.                    Go Into Executive Session**
- IV.                    Go Back into Open Session**
- V.     Adjourn**

Attachments: Budget Documents

## I. Call to Order

The following board members were in attendance:

Jeff Stradling (phone)

Cristina Benitez de Luna (phone)

The following board members were not in attendance:

Octavio Muñoz

Chris Gallegos

## II. Action Items:

a. Board Member Changes

Brennan moves to remove Wayne Moosman as a board member, Jeff seconds. The motion passes by unanimous consent.

b. BAR 0021-I

c. BAR 0022-I

d. BAR 0023-I

Brennan moves to approve BARS 0021-I, 0022-I, and 0023-I, Cristina seconds. The motion passes by unanimous consent.

Brennan moves to approve future BARS for the remaining fiscal year, Cristina seconds. The motion passes by unanimous consent.

e. 2017-2018 Budget

Brennan moves to approve the Lease Assistance Application, Cristina seconds. The motion passes by unanimous consent.

2.

a. Lease Assistance Application

Brennan moves to approve the Lease Assistance Application, Cristina seconds. The motion passes by unanimous consent.

### b. Title 1 Application

Brennan moves to approve the Lease Assistance Application, Cristina seconds. The motion passes by unanimous consent.

- c. Bilingual Education Application
- d. IDEA B Application

Jeff moves to acknowledge that the Bilingual Education and IDEA B applications were submitted by Pete, Cristina seconds. The motion passes by unanimous consent.

III. Go Into Executive Session

The Board went into Executive Session at 2:26 in order to discuss personnel matters and sensitive information.

IV. Go Back into Open Session

The Board went back into open session at 2:46.

V. Public Comment

Stephanie Quintana and Lorenza Sands addressed the Board.

VI. Adjourn

Attachments: Budget Documents

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, November 17, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Date: December 8**

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from October 13, 2016</b>   |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Establish Committees<br>b. New Board Members<br>c. Approve BARs |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group                 |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo   |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business-</b> Lease Amendment Status for SEG Funding                                |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b>  |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**NOVEMBER MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, November 17, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:19**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Wayne Moosman

The following board members were not in attendance:

Paola Huffmon  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Wayne to approve the agenda, second by Jeff. The motion was approved by unanimous consent.

**III. Approval of Minutes from September 8, 2016**

Brennan moves to change the minutes to correctly spell "Paola," Wayne seconds. Approved by unanimous consent. Paola and Margarita were not in attendance at the September meeting, Wayne seconds. The motion was approved by unanimous consent.

Wayne moves to approve the minutes, Brennan seconds. The motion was approved by unanimous consent.

**IV. Announcements**

Wayne's term will be up in December.

**V. Action Items**

- a. Jeff moves to table the establishment of committees issue for the January meeting, Wayne seconds. Approved by unanimous consent.
- b. Wayne moves to approve Cristina Benitez de Luna to become a new board member, Jeff seconds. Approved by unanimous consent. Brennan moves to table the acceptance of Paola's resignation and move it to an "Action Item" for the December board meeting, Wayne seconds. Approved by unanimous consent.
- c. We discussed the potential nomination of Jared Gardner. It is the Board's intention to nominate Jared Gardner pending him submitting his resume.

**VI. Financial Report**

Ashley and the Vigil Group presented three budget adjustment requests.

BAR 563-000-1617-0006-IB is 50% of the rewarded lease reimbursement. Lease reimbursement and we received the 50% for this month and will receive 50%. Wayne moves to approve, Jeff seconds. Passed by unanimous consent to approve the BAR 0006-IB.

BAR 563-000-1617-0007-IB increases the budget from increased revenue from chocolate sales and the Fall Festival. Wayne moves to approve, Jeff seconds. Passed by unanimous consent to approve the BAR 0007-IB

First page is the revenue page. Actual is what we have received so far and there is more that will be received. There is an expenditure report that was approved by the board from the last meeting.

**VII. Principal's Update**

- a. Charter says that we will add a grade every year, Pete wants to figure out how to get middle school teachers for the 6<sup>th</sup> grade. If we do make grades 6 through 8 all at once we will need to amend the charter and teachers will need to be hired.
- b. Dibbles was the big issue and it remains the big issue. We are now using iStation and per our Charter we are also working on DRE-EDL.
- c. We do need a written policy for making sure that we are depositing all moneys within 24 hours. We currently have forms and we have been doing it informally and properly, but need a formal policy.
- d. We need a procurement officer.
- e. We are working on teacher evaluation. Need the handbook for SafeSchools. A handbook committee may be beneficial.
- f. Home language surveys will not be used next year because we will be using Language Usage Survey (2017-18). This is to identify English learning services.
- g. We need to figure out when we want to have our window for application for new students next year.
- h. Grant committee? Principal Vallejo was thinking of putting a grant committee together composed of parents with the requisite knowledge and experience.

**VIII. Old Business**

SEG Funds were brought up by Ashley and the Vigil Group

**IX. New Business**

None

**X. Public Comment**

-To minimize the deficit, what can parents do in addition to get the school out of the red?

Suggestion that there could be fundraising efforts or having a parent volunteer rather than hiring a contractor. Suggestion to have a parent with a General Contractor license to volunteer time to SABE. Discussion about SEG funding being locked in until the 40<sup>th</sup> day.

Discussion of other schools that might set a standard that SABE could adopt.

Discussion of success criteria and/or charter metrics. Suggestion that the Board have the Vigil Group review historical data and create a report showing fixed costs, variable costs, and mixed cost to help see criteria for expansion of grades and classes. Conversation covered the topic of SABE expansion.

Discussion of permanent classes and reaching out to target demographics.

**XI. Adjourn**

- a. Wayne motions to adjourn the meeting, second by Brennan. The motion was approved by unanimous consent.
- b. The meeting adjourned at 8:37 p.m.



**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, October 13, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Dates:** November 10, December 8

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from September 8, 2016</b>  |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Establish Committees<br>b. New Board Members<br>c. Approve BARs |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group                 |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo   |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business-</b> Lease amendment status  |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business-</b> Fall fest and other fundraisers                                       |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**OCTOBER MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, October 13, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:24**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Wayne Moosman

The following board members were not in attendance:

Paoula Huffmon  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Wayne to approve the agenda, second by Jeff. The motion was approved by unanimous consent.

**III. Approval of Minutes from September 8, 2016**

Brennan moves to change the minutes to show that Paoula and Margarita were not in attendance at the September meeting, Wayne seconds. The motion was approved by unanimous consent.

**IV. Announcements**

No announcements

**V. Action Items**

Audit Committee- an audit exit conference is scheduled for November.

Committees need to be formed. Brennan moves that we table the establishment of committees to the next meeting, Wayne seconds. Approved by unanimous consent.

**VI. Financial Report**

Ashley and the Vigil Group presented three budget adjustment requests.

Wayne moves to approve BAR 563-000-1617-0001-T, Brennan seconds. Approved by unanimous consent

Wayne moves to approve the BAR 563-000-1617-0002-M, Brennan seconds. Approved by unanimous consent.

Wayne moves to approve the BAR 563-000-1617-0003-I, Brennan seconds. Approved by unanimous consent.

Fund 23000 should be positive. Ashely will likely have another BAR at the next meeting.

Accounts payable covers all the checks that were cut last month. We are currently up to date with all cut checks.

There was a special session at the Legislature and we received an email that the SEG will cut all school funding by 1.5%. SABE's cut will total approximately \$6,339.00.

#### **VII. Principal's Update**

- a. SABE started the school semester at 91 students. Unfortunately, three families moved and there were several sibling groups that left. Enrollment is currently at 84. SABE was originally budgeted at 80 students.
- b. Pete projects 120 students next year.
- c. Update on chocolate sale fundraising- SABE has sold 144 boxes out of 150. SABE keeps 50% of the proceeds which is approximately \$9,000.00.
- d. The Fall Festival is scheduled for October 21 which includes fund raisers. There is a trunk-or-treat with \$5 admission. There will be raffles starting at \$120. There will be booths within the school. In March 2017, there will be a Jog-a-Thon.
- e. Pete is working to get a committee together to apply for grants. Pete knows some parents of students with experience applying for grants and expects to contact them.
- f. One parent just received a greenhouse that is being considered for SABE use.
- g. Parents are helping with art, physical education, and a chess club. YMCA is coming on October 21 with CYFD for licensing for an after-school program.
- h. School grade is D. However, the graders were not using DIBBLEs because our charter said that we were to use NWEAMAPS. We put in a protest, and we did lose the appeal. Everything is changing to iStation so Pete expects higher results consistent with both the charter and with the abilities of SABE's students.
- i. SABE recently received more donations of textbooks from El Camino Real. RRPS will also be turning over textbooks that it has used to SABE. Our teachers are knowledgeable about these texts and will utilize them in their classrooms.
- j. We have a substitute who has been wonderful while a teacher is on maternity leave.
- k. Walls are being manufactured and dates are being projected for when those will be installed. Those are not improvement to the building, but temporary structures.
- l. Pete needs the handbooks so that we meet all the "Safe School" requirements.

#### **VIII. Old Business**

We are meeting with Brian the landlord to change the language of the lease which needs to be approved by board vote to get lease reimbursement.

#### **IX. New Business**

There is a new pilot framework evaluation for charter schools.

There has been mention of Facebook posts not being posted in both Spanish and English. This will be addressed.

**X. Public Comment**

None

**XI. Adjourn**

- a. Jeff motions to adjourn the meeting, second by Wayne. The motion was approved by unanimous consent.
- b. The meeting adjourned at 8:15 p.m.

**AGENDA**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, September 8, 2016**  
**SABE School     4321 Fulcrum Way, Suite A, Rio Rancho**

**Future Meeting Dates:** October 13, November 10, December 8

- |              |                  |  |
|--------------|------------------|--|
| <b>I.</b>    | <b>7:00-7:10</b> | <b>Call to Order</b>   |
| <b>II.</b>   |                  | <b>Approval of Agenda</b>  |
| <b>III.</b>  |                  | <b>Approval of Minutes from August 11, 2016</b>                            |
| <b>IV.</b>   |                  | <b>Announcements</b>   |
| <b>V.</b>    | <b>7:10-7:30</b> | <b>Action Items:</b><br>a. Establish Committees<br>b. New Board Members    |
| <b>VI.</b>   | <b>7:30-7:45</b> | <b>Financial Report</b><br>a. Budget Update: Wayne Moosman and Vigil Group |
| <b>VII.</b>  | <b>7:45-8:00</b> | <b>Principal's Update:</b> Dr. Vallejo                                     |
| <b>VIII.</b> | <b>8:00-8:20</b> | <b>Old Business</b><br>a. Push for recruitment<br>b. Advisory Council      |
| <b>IX.</b>   | <b>8:20-8:30</b> | <b>New Business</b>  |
| <b>X.</b>    | <b>8:30-8:45</b> | <b>Public Comment</b>  |
| <b>XI.</b>   | <b>Adjourn</b>   |  |

Attachment: Budget Documents, Minutes

**SEPTEMBER MINUTES**  
**Sandoval Academy of Bilingual Education (SABE)**  
**Board Meeting**  
**Thursday, September 8, 2016**  
**SABE School 4321 Fulcrum Way, Suite A, Rio Rancho, NM**

**I. Call to Order: 7:15**

Brennan calls meeting to Order

The following board members were in attendance:

Jeff Stradling  
Brennan Divett  
Wayne Moosman

The following board members were in attendance:

Paola Huffmon  
Margarita Fuentes

**II. Approval of Agenda**

Motion by Wayne to approve the agenda, second by Jeff. The motion was approved by unanimous consent.

**III. Approval of Minutes from August 11, 2016**

Brennan moves to approve the minutes, second by Wayne. The motion was approved by unanimous consent.

**IV. Announcements**

Wayne's term as a board member is finishing in December. Wayne is looking for a replacement with financial experience.

**V. Action Items**

Audit Committee- Brennan moves that Wayne and he make up the audit committee, Wayne seconds. The motion was approved by unanimous consent.

- The audit committee is the only committee that needs to be made at this point so that the State can review actions by the school and board.

Board Members- Paola Huffmon and Margarita Fuentes have requested resignations of their positions as board members.

- Wayne, Jeff, and Brennan will look to recruit new board members.

**VI. Financial Report**

Ashley and the Vigil Group gave an update about the budget. The Board reviewed accounts payable, withdrawals, and deposits. The Board also reviewed outstanding PO's and Bank Reconciliations.

- At the current time we have 91 students. The budget was originally for 80 students.

## **VII. Old Business**

Advisory Council-The Board reviewed with Principal Vallejos the issue of cleanliness in the school. Pete has indicated that it is an issue that is resolving and will continue to improve.

## **VIII. New Business**

None

## **IX. Principal's Update**

- a. We had 99 students commit before school started but 8 did not show up.
- b. Pete had the Rio Rancho Observer advertise for SABE for two weekends. The Observer gave credit to SABE for advertising since we used them to advertise last year. SABE is also being advertised in the Bernalillo paper now, SABE will be in that paper for the next month.
- c. Posters are still up throughout the community for recruitment.
- d. Pete provided SABE's performance framework. Most have been met or have exceeded expectations.
- e. Curriculum donations- SABE received money for reading materials and also received donations from a publishing house for English and Spanish in multiple grades (SABE has sent thank you letters to the first donor).
- f. School grade was a D. Pete is working to appeal this issue since it does not reflect the correct method of grading of the school.
- g. After school programs- The YMCA is coming for after school. Need at least 18 kids. They also have an early morning program but SABE is focused on after school programs. SABE is currently working on a Chess club on Fridays and parents of students will help with the club.

## **X. Public Comment**

None

## **XI. Adjourn**

- a. Wayne motions to adjourn the meeting, second by Jeff. The motion was approved by unanimous consent.
- b. The meeting adjourned at 8:00 p.m.