

**Santa Fe South Schools, Inc.**  
**Governance Regular Board Meeting Minutes**

Monday, October 21, 2024

**Place of Meeting**

Santa Fe South Central Office  
Conference Room  
7000 Crossroads Blvd. Suite 4000  
Oklahoma City, OK 73149

Agenda was posted on the doors of the Administration Office and Website.  
Administration Doors 10/16/2024 2:10pm, Website 10/17/2024 9:35am

Meeting was called to order at 6:00pm by Michael Brooks Jimenez. Roll called, and quorum announced.

**Board Members Present:** Susan Agel, Michael, Brooks-Jimenez, Rosy Trujillo, Dr. Ed Frick, , Vicky Primeaux

**Members Absent:** Tyler Green, Ericka Flores

**Guest Present:** Mickey Jack – Representative from OCCC

**Staff Present:** Angela Serna, Chris Brewster, Brooks Levonitis, Maritza Santiago, Larry McFarlin, Samantha Chavez

- **Agenda 1.** Motion to reinstate Rosy Trujillo and Vicky Primeaux as board members was made by Susan Agel and seconded by Dr. Ed Frick. Per Board Bi-Laws, members must be reinstated after missing 2 consecutive regular meetings.

**Motion Passed: 3-0**

Susan Agel - Y  
Michael, Brooks-Jimenez - Y  
Dr. Ed Frick - Y

**Consent Agenda:**

*All items on the consent agenda were pulled and individually approved as some members did not access the documents prior to the meeting.*

1. Approval of June 17, 2024 and September 16, 2024 Regular Meeting Minutes was made by Susan Agel and seconded by Dr. Ed Frick.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y

2. Approval of Fund 11 (General Fund) Vendors and Encumbrance Amounts – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Dr. Ed Frick and seconded by Susan Agel.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y
3. Approval of Fund 60 (Activity Fund) Vendors and Encumbrance Amounts – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Susan Agel and seconded by Rosy Trujillo.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y
4. Approval of Fund 21 (Building Fund) Vendors and Encumbrance Amounts – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Vicky Primeaux and seconded by Dr. Ed Frick.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y
5. Approval of Fund 11 (General Fund) Vendor Fund Payments – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Susan Agel and seconded by Rosy Trujillo.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y
6. Approval of Fund 60 (Activity Fund) Vendor Fund Payments – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Dr. Ed Frick and seconded by Susan Agel.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y
7. Approval of Fund 21 (Building Fund) Vendor Fund Payments – June 1<sup>st</sup>, 2024-September 30<sup>th</sup> 2024 was made by Rosy Trujillo and seconded by Vicky Primeaux.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y

8. Approval of Activity Fund Transfers – To include transfers approved in July 15, 2024 Meeting was made by Vicky Primeaux and seconded by Rosy Trujillo.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y

9. Approval of Personnel Report – Employee Changes from August 1-October 15<sup>th</sup>, 2024 was made by Dr. Ed Frick and seconded by Susan Agel.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y

**Financial Reports:**

Maritza Santiago our Director of Finance, gave a brief finance summary of the financial report.

- Motion to approve the financial reports for May were made by Vicky Primeaux and seconded by Susan Agel.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick - Y  
Vicky Primeaux - Y

- Motion to approve the financial reports for August were made by Vicky Primeaux and seconded by Dr. Ed Frick.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y

**Agenda Items:**

- **Agenda 2.** Motion to appoint Vicky Primeaux as Vice President of the Board was made by Rosy Trujillo and seconded by Susan Agel.

**Motion Passed: 5-0**

Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y

- **Agenda 3.** Motion to approve the high school cellphone policy was made by Dr. Ed Frick and seconded by Vicky Primeaux.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y
  
- **Agenda 4.** Motion to the school attendance policy was made by Rosy Trujillo and seconded by Vicky Primeaux.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y
  
- **Agenda 5.** Motion to accept Yessenia Torres as an additional Encumbrance Clerk for the district was made by Vicky Primeaux and seconded by Dr. Ed Frick.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y
  
- **Agenda 6.** Motion to retroactively as of July 1<sup>st</sup>, 2024 approved the Superintendent's Contract was made by Susan Agel and seconded by Vicky Primeaux.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y
  
- **Agenda 7.** Superintendent Chris Brewster read and gave a brief description of the policy. Motion to approved the district visitor management policy was made by Rosy Trujillo and seconded by Susan Agel.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y

- **Agenda 8. Presentation and discussion of audit planning communications from Eide Bailly.**  
Superintendent Chris Brewster discussed with the board the audit communications letter from our auditors Eide Bailly. Board member Susan Agel asked how long they have been our auditors and cost of audit. This will be the districts fifth year with Eide Bailly and the cost for the audit will be \$31,500.00. No action required.
- **Agenda 9. Discussion and possible action of Superintendent's Evaluation Process**  
Board member Dr. Ed Frick said he was waiting on feedback from other board members for the draft contract he sent to them. Asked for executive session at next month's meeting to review the contract and discuss the evaluation process. No action required.
- **Agenda 10.** Let the board know that the third section in the policy was amended to make sure we meet recommendations from the state department. Motion to approved the Amended Minute of Silence and Voluntary Prayer Policy was made by Rosy Trujillo and seconded by Dr. Ed Frick.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y
- **Agenda 11.** Let the board know that the second section in the policy was amended to make sure we meet recommendations from the state department. Motion to approved the Amended Restrooms and Changing Areas Policy was made by Rosy Trujillo and seconded by Susan Agel.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y

**Superintendent's Report/Discussion Items:**

Mr. Chris Brewster spoke on the following topics:

- Top Workplace 2024
- Additional Board Training Requirements
- Shidler Playground
- Accreditation Concerns
- Kitchens opened at Trinity and West Middle
- Expansion 2025-26 (We will need approval from SFS Board on record as well as authorizer acknowledgement in order to gain Site Code assignment from the SDE)
  - Trinity PK-5 eventually
  - New PK-5 site
- Preliminary SDE report cards

Shidler	D
Hills	B
Spero	B
Penn	B
MS	C
West	C
HS	D
PW	A
- Crossroads Renewal Project Update

**Adjourn:**

- Motion to adjourn the meeting at 7:16pm was made by Rosy Trujillo and seconded by Susan Agel.  
**Motion Passed: 5-0**  
Susan Agel -Y  
Michael, Brooks-Jimenez - Y  
Rosy Trujillo - Y  
Dr. Ed Frick – Y  
Vicky Primeaux - Y