



Regular Monthly Board Meeting: September Minutes

Date: Wednesday - September 10, 2025

Time: 4:00 pm - 5:30 pm

Location(s): 606 Central Ave SW Albuquerque, NM 87102, OR

<https://us02web.zoom.us/j/5706969183> passcode 716824

1. **CALL TO ORDER** (in accordance with the Open Meetings Act)

2. **ROLL CALL** 5 minutes

- X Julianna (Jules) Salinas, Board Chair, Executive & Audit Committee, Parent
- X Kelly Callahan, Vice Chair, Executive & Audit Committee
- X Sharde McClure, Board Secretary
- X Angelica Maestas, Entrepreneurial Committee
- X Theresa Torres, Entrepreneurial Committee
- X Melissa Sawyer, Board Member

- X Quorum

3. **Action: APPROVAL OF AGENDA**

- a. **MOTION:** To approve September Board Meeting Agenda

*Motion by Sharde to approve the September agenda. Seconded by Angelica.
Approved unanimously.*

4. **Public Input** (capped at 3 minutes per public member or 15 minutes total)

No public input registered.

5. **Finance Committee Report Out** (5 minutes)

- a. [Finance Committee Meeting](#): For September Board 2025 (Chris)
- b. [Financial Statement Reports - as of July 31, 2025](#)
- c. Facilities Fundraising
- d. Payroll & Accounts Payable:
 - i. Payment Vouchers
 - ii. Monthly Financial Statement Reports
 - iii. Bank reconciliation
 - iv. Journal entries
 - v. Budget Adjustment Requests

- e. **Board Requirement:** In accordance with Siembra bylaws, the Finance Committee must include a minimum of two board members.



- *Chris Moore reviewed July 31, 2025 financials and expenses.*
- *Discussion about missing board members on Finance Committee; Treasurer position remains vacant.*
- *Julianna Salinas volunteered to join Finance Committee.*
- *Plan to identify treasurer at the October meeting.*
 - **Action:** *Create Google Doc listing roles, responsibilities, and term lengths.*

6. Charter Renewal Conditional Approval

a. Next Steps:

- i. Prep site visit 9/5
- ii. Renewal Site Visit is October 15th: 9:00 am - 11:00 am
- iii. Renewal Consensus Recommendation October 27th at 1:00 pm
- iv. October: Submission to Albuquerque Public Schools
- v. APS Board Meeting for Renewals - Wednesday, November 12, 4:30pm - 8:30pm

Action Item: Charter Renewal Approval

The Board of Directors will consider and take action on approving the submission of Siembra Leadership High School's Charter Renewal Application to Albuquerque Public Schools.

Motion: Motion to approve submission of Siembra Leadership High School's Charter Renewal Application to Albuquerque Public Schools.

- *Jaqi requested conditional approval of the renewal application.*
- *Motion by Kelly to approve submission pending amendments; seconded by Jules.*
- *Motion passed unanimously.*
- *Noted upcoming APS site visit on October 15 and APS Board meeting November 12 requiring board representation.*

7. Bylaw Revisions (table)

- *Kelly summarized key revisions for term limits, terminology, and procurement policies.*
- *Draft shared for review; formal approval scheduled for October.*
- *Board members to provide feedback prior to the next meeting.*

8. **Consent Agenda & Board Discussion Items** (15 minutes)

- a. [Minutes - 2025 August Board Meeting Agenda](#) 08/13/2025
- b. [July 2025 Financials](#)
- c. [BAR 31400](#) - Special Capital Outlay Carryover - \$22,589.00
- d. [BAR 21100](#) - Universal Free Lunch Decrease based on FY26 allocation - (\$361.00)



- e. Approval of New Board Member: Janel Salazar to begin term October 2025

Action: APPROVAL OF CONSENT AGENDA

MOTION: To approve the consent agenda item a - e

- *Motion to approve by Sharde McClure; seconded by Angelica Maestas.*
- *Motion passed unanimously.*

Action: Closed Session (Board Members Only)

Pursuant to the New Mexico Open Meetings Act, NMSA 1978, Section 10-15-1(H), the Board of Directors will enter into a closed session limited to board members only to discuss matters authorized for closed session, including but not limited to personnel, legal, or sensitive administrative issues.

Motion: To move into closed session as authorized by NMSA 1978, Section 10-15-1(H).

- *Board entered closed session to discuss personnel matters pursuant to NMSA 1978, Section 10-15-1(H).*
- *Motion passed by roll call vote.*

Reconvene in Open Session

Following the closed session, the Board will reconvene in open session and affirm that only those matters specified in the motion to enter into closed session were discussed.

Board reconvened in open session, affirming only authorized topics discussed.

10. Items for Future Agendas (Board Chair)

- Facilities (monthly)
- Policy Work (monthly)

11. Upcoming Board Meetings (Board Chair)

- October Board Meeting: Wednesday, 10/22/2025 @ 4 PM
- September Entrepreneurial Committee Meeting: 9/16/2025 @ 4pm
- October Finance Committee Meeting: Wednesday, 10/01/2025 @ Noon
- October Executive Committee Meeting (for October): Monday, 10/6/2025

12. ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Siembra Leadership High School Administration at 505-570-3213 at least forty-eight hours before the meeting or as soon as possible. Public documents,





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including the agenda and minutes, can be provided in various accessible formats. Please contact Siembra Leadership High School Administration at 505-570-3213 if a summary or other type of accessible format is needed.

