

June Regular Monthly Board Meeting: June

Date: Wednesday - June 4, 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 Daniel Gutierrez, Board Chair, Executive and Finance Committee
 Julianna (Jules) Salinas, Board Vice Chair, Executive & Audit Committee, Parent
 X Kelly Callahan, Board Secretary, Executive & Audit Committee
 X Brian Kennedy, Board Treasurer, Finance Committee, Parent
 X Angelica Maestas, Entrepreneurial Committee
 Theresa Torres, Entrepreneurial Committee
 X Melissa Sawyer

 X Quorum

Also in attendance:

- Anne Shabareck, Executive Assistant
- Brady Hutchins
- Christopher Moore
- Derrick Adkins, Operations Director
- Ilyia Krutko, CFA - Building Hope
- Lewis Creekmore
- Monica Baldwin, Student Support Director
- Nancy Bos, Siembra Foundation
- Rebekah Runyan, K12 accounting
- Shardae McClure

3. **Action: APPROVAL OF AGENDA**

- a. **MOTION:** To approve June Board Meeting Agenda (*Board Present Daniel Gutierrez approved agenda and second by Board Member Brian Kennedy*)

4. **Public Input** (capped at 3 minutes per public member or 15 minutes total) *Jaqi reported out on the death of a graduate/young man from Siembra, this will be the 14th death at Siembra in the 10 years as a school.*

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

- a. [Finance Committee Meeting](#): For June Board 2025 (*Brian & Daniel*)
b. [Financial Statement Reports - as of April 30, 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

Revenue Update:

- *The school is receiving funds at a healthy, timely rate.*
 - *Expenses increased this month due to Orlando trip and grant writing services, consistent with expected trends.*
 - *Operational cash liquidity at 1.63, increasing month-over-month with projection to reach 2-3 by year-end, aligning with annual goals.*
 - *Financial position improving with allocated funds being spent appropriately and operational reserves building toward target levels.*
6. **Board Strategy: Board Training, Board Development & Discussion** (30 minutes)
- a. Progress on Executive Director Goals for Annual Evaluation

Update from Jaqi Baldwin:

- *Annual evaluation tied to the strategic plan and is scheduled for the next board meeting.*
 - *Board members will receive evaluation rubric prior to meeting.*
7. **Consent Agenda & Board Discussion Items** (15 minutes)
- a. [May 2025 Board Meeting Minutes](#) 05/14/2025
 - b. RFP for Fundraising
 - i. *Jaqi reported out:*
 - 1. *Opportunity to do fundraising at the school to work with a contractor to support new facilities projects and the needs of the students.*
 - 2. *Fundraising goal will be \$15 million dollars with the cost of \$100,000 of the contractor*
 - c. [BAR 0042-I - 11000 - SEG Adjustment](#) - (\$917,928.71)
 - d. Blanket BAR approval
 - e. Approval of New Board Member: [Sharde McClure](#) to begin term July 2025
 - f. [Bylaw Revision](#)
 - g. Policy: [Siembra Leadership High School Wellness Policy](#)

Action: APPROVAL OF CONSENT AGENDA

MOTION: *Consent agenda items A-G approved with Kelly Callahan's motion (excluding item F, deferred to July). Daniel Gutierrez seconded. Item F to be addressed at the July Board meeting.*

8. **CLOSED SESSION**

Action: **Motion to enter Closed Session pursuant to NMSA 1978, Section 10-15-1(H)(8)** to discuss the acquisition or disposal of real property related to facilities projects.

MOTION: To enter Closed Session pursuant to Section 10-15-1(H)(8) of the Open Meetings Act to discuss facilities projects. *Daniel Gutierrez motioned to discuss facilities project; seconded by Angelica Maestas. Recording and note taking ceased.*

Return to Open Session

Daniel Gutierrez affirmed that only matters legally permitted and stated in the motion to close were discussed.

9. ACTION ITEM: Vote to Approve Financing Entity for Facilities Project

MOTION: Move to approve the financing entity for Siembra's facilities project.

Kelly Callahan made motion to move Action Item 9 to next month's meeting, Daniel Gutierrez seconded. All in favor.

10. Items for Future Agendas (Board Chair)

- a. Executive Director
- b. Year-End Report Out
- c. Facilities (monthly)
- d. Policy Work (monthly)

11. Upcoming Board Meetings (Board Chair)

- a. July Board Meeting: Wednesday, 07/09/2025 @ 4 PM
- b. June Entrepreneurial Committee Meeting: Tuesday, 06/24/2025 @ 4 PM
 - i. *Angelica indicated that there will not be a June Entrepreneurial meeting.*
- c. July Finance Committee Meeting: Wednesday, 07/2/2025 @ Noon
- d. June Executive Committee Meeting: Monday, 06/30/2025

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, 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.
