



SPECIAL Board Meeting: April 2025

Date: Wednesday, April 23, 2025

Time: 1:00 pm - 2:00 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) at 2:01pm by Daniel Gutierrez, Board Chair.

2. ROLL CALL *5 minutes*

 X Daniel Gutierrez, Board Chair, Executive and Finance Committee
 X 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 (on mute, via chat)
 NO Angelica Maestas, Entrepreneurial Committee
 X Theresa Torres, Entrepreneurial Committee
 X Melissa Sawyer

 NO Adam Tafoya

 X Quorum

Also in attendance:

- Jaqlyn Baldwin, Executive Director
- Chris Moore, K12 Accounting, Finance Manager
- Monica Baldwin, Student Support Director
- Anne Shabarek, Executive Assistant
- Felicia Couto, Administrative Assistant
- Rebekah Runyan
- Nancy Bos

3. Action: APPROVAL OF AGENDA

- a. **MOTION:** To approve April Special Board Meeting Agenda *Board President Daniel Gutierrez approved agenda. Jules Salinas seconded agenda.*

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





- *There was no public input requested.*

5. Fiscal Year 2026 Budget Presentation (Chris 30 min)

Chris Moore, K12 Accounting, Finance Manager discussed the below ;

- *Statutory minimum increase for all employees: at least 4%.*
- *Increased from \$6,553.75 to \$6,801.35*
- *the 7-year average increase is around 6%, projections were based on 3%*
- *Health insurance increased by 9.95%.*
- *Dental insurance increased by 4%.*
- *School risk insurance rose significantly by 93.6% due to:*
- *Inclusion of new building on policy*
- *General growth of the school*

Statutory Changes:

- *Minimum required instructional hours: 1,140 hours for high school.*
- *New ELL units added to the funding formula (based on 3-year average).*
- *Increase in teacher and principal salary minimums.*

Total Budget Overview:

- *Total Budget: \$11,744,610*
 - *New Revenue: \$10,862,364*

Cash Carryover: \$896,025

- *Includes operating security and all three facility funds.*





SEG Funding Increase: +\$2,127,946

- *Higher unit value*
- *Participation in the K–12 Plus program*

Special Revenue Funding:

- *Based on APS estimates.*
- *Most special revenue fund awards are still pending.*
- *Federal funds like Title I have longer-term projections, aiding planning.*
- *For uncertain funds, the school budgeted the same amount received the previous year.*
- *Increases expected, supporting long-term facility planning.*

Operational Fund (76% of total budget):

- *Covers core costs: teachers, admin staff, facilities*
- *Primary source for school operations and staff salaries*

- *Historically conservative, but due to rapid school expansion, projections now include 600 students.*

K–12 Plus:

- *Slight decrease expected*
- *Units based on current enrollment, not projections*





- *Cash Carryover (Projected Year-End Total: \$896,025)*
- *Growth in student population , Higher instruction/classroom support spending*
- *Increases in salary & benefits across most categories (4–6%)*

Medicaid:

- *New for CMR this year*
- *Conservative projection: \$60,000*
- *Could exceed projection depending on reporting*

Medicaid: *First year participating; projected conservative revenue of \$60K.*

- *Funds to support new part-time nurse*
- *Staffing increase aligned with student growth and academic priorities*
- *Strategic focus this year: Instruction + Instructional Support*



6. Q&A from Board

7. Consent Agenda & Board Discussion Items *5 minutes*

- a. Budget Fiscal Year 2026 (budget will be ready before the meeting)
- b. [Minutes_March 2025 Board Meeting Agenda](#) 03/5/2025
- c. [March 2025 Financials](#)
- d. [BAR - 2025 - General Supplies and Materials](#) - (\$1,605.00)
- e. [BAR 31703 SB-9 State Match Cash](#) - \$7,134.00
- f. [BAR 31701 Capital Improvements SB-9 Local](#) - \$7,556.00
- g. [BAR 31600 Capital Improvements HB- 33](#) - \$78,411
- h. [BAR 29102 Private Dir Grants](#) - \$52,248.00
- i. [BAR 28210 NM Econ Dev Dept](#) - (\$9,235.00)
- j. [BAR 27109 Instructional Materials](#) - Special Appropriations - (\$315.00)
- k. [BAR 26222 Emergency Connectivity Fund FCC](#) - \$9,200.00
- l. [BAR 26207 CNM Foundation](#) - \$500.00
- m. [BAR 26121 Kellogg Fund/Kellogg Foundation](#) - \$41,600.00
- n. [BAR 11000 Operational](#) - (\$267,820)
- o. [BAR 2425-0028-IB 25153 - Title XIX MEDICAID](#) - \$14,727.00
- p. [Updated SLHS Sabbatical Leave Policy](#) - (The updated policy offers milestone-based sabbatical leave at 5, 10, 15, and 20 years of service, with options for paid leave or a bonus. Approval depends on budget and staffing needs, with restrictions during critical periods. Staff must complete minimal tasks while on leave, ensuring continuity through succession planning and cross-training.)
- q. [Updated POLICY: Siembra Tuition Reimbursement Policy](#) - (Siembra reimburses full-time staff for eligible education expenses with prior approval, subject to budget availability. Staff must apply before enrollment and commit to continued employment. Reimbursement follows course completion and documentation.)
- r. [25-26 Student Calendar](#)

Action: APPROVAL OF CONSENT AGENDA- *Board President Daniel Gutierrez approved agenda and seconded by Board member Kelly Callahan.*



MOTION: To approve the consent agenda item a-r

8. Executive Session

ACTION: Motion to enter Closed Session pursuant to § 10-15-1(H)(8)- Kelly and Theresa
- Discussion of the purchase, acquisition or disposal of real property or water rights.

MOTION: To enter a closed session as allowed by the Open Meetings Act, § 10-15-1(H)(8),
to discuss the purchase, acquisition or disposal of real property or water rights.

9. Upcoming Board Meetings (Board Chair)

May Board Meeting: Wednesday, 05/14/2025 @ 4 PM

May Entrepreneurial Committee Meeting: Tuesday, 05/27/2025 @ 4 PM

April Finance Committee Meeting: Wednesday, 04/30/2025 @ Noon

April Executive Committee Meeting: Monday, 04/28/2025

10. 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.
