

Minutes

Regular Monthly Board Meeting: January

Date: Wednesday - January 14, 2026

Time: 4:00 pm - 5:30 pm

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

<https://us02web.zoom.us/j/2280747296> passcode 761638

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-Robinson, Board Secretary

X Angelica Maestas, Entrepreneurial Committee

X Theresa Torres, Entrepreneurial Committee

X Janel Salazar, Board Member, Parent

X Quorum

Note: Board member Theresa Torres participated with camera off due to illness.

Note: It was acknowledged that board member Sharde McClure recently married and is now known as Sharde McClure-Robinson

3. **Action: APPROVAL OF AGENDA**

a. **MOTION:** To approve January Board Meeting Agenda

Motion by Kelly to approve the January agenda. Seconded by Sharde.

Approved unanimously.

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

One public comment was provided by Numair Latif regarding a potential opportunity to purchase the nearby 516 Arts building. Mr. Latif shared general information about the asking price and anticipated vacancy timeline. The Board noted the information and advised follow-up with school leadership and foundation contacts as appropriate.

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

a. [Finance Committee Meeting](#): For January Board 2026 (Chris)

b. [Financial Statement Reports - as of November 30, 2025](#)





SIEMBRA LEADERSHIP
HIGH SCHOOL

- 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

Chris presented a financial overview for the period ending November 30, 2025. Key items included approval of \$403,260 in lease assistance, budget adjustments related to IDEA-B and Perkins grants to align staffing expenditures and improve the Teacher Cost Index, and review of notable expenditures including SchoolMint SPED software and a quarter two payment to Diane Robinson.

The school's financial position remains stable, with approximately 79% of operating funds expended and encumbered. Bank reconciliation was reported as clean, with improvements noted due to the transition from check payments to ACH. An audit update was provided, noting that management representation materials have been submitted to the State Auditor, with follow-up needed on outstanding signatures.

6. State of the School Updates (Edward)

Edward provided a general update on school operations, including enrollment, attendance trends, instructional outcomes, community engagement activities, and ongoing compliance and governance work.

Discussion included:

- *Enrollment across multiple programs and improved Average Daily Attendance.*
- *Academic performance trends and instructional delivery updates.*
- *Ongoing governance and compliance initiatives, including policy revisions, standardized hiring processes, and the development of a centralized governance document system.*

7. Consent Agenda & Board Discussion Items (15 minutes)

- a. [December 2025 Board Meeting Minutes](#) 12/10/2025
- b. [Financial Statement Reports - as of November 30, 2025](#)
- c. [BAR #1 — Initial Budget](#) (Lease Assistance / Capital Outlay) - \$403,260.00
- d. [BAR #2 — IDEA-B Transfer](#) (Special Education) - \$0
- e. [BARs #3- Charter School Growth Fund](#) – Transfer to Instruction - \$0
- f. **Authorized Check Signers Resolution** - Approval of designated authorized check signers, Edward Ramirez and Jules Salinas, for Siembra Leadership High School bank accounts for FY25–26.





- g. [POLICY: Staff–Student Professional Boundaries & Prohibition of Sexual/Ethical Misconduct \(HB 128 Compliance\)](#) - Reviewed by legal council 1.8.26 (*This policy establishes clear professional boundaries between staff and students, defines prohibited conduct, outlines mandatory reporting and investigation procedures, and ensures compliance with HB 128 and POMS requirements to protect student safety and well-being.*)
- h. [W](#) Siembra Staff Handbook 25_26 .docx
- i. [Siembra Student Handbook](#) (revised Jan 2026)

Action: APPROVAL OF CONSENT AGENDA

MOTION: To approve the consent agenda item a - i

Motion to approve the consent agenda with the stipulation that the Staff Handbook and Student Handbook be tabled to the next full board meeting.

Motion by Janel, seconded by Angelica - Motion passed unanimously.

9. Items for Future Agendas (Board Chair)

- a. Facilities (monthly)
- b. Policy Work (monthly)

Jules emphasized that facilities and policy work to be monthly agenda items going forward once capacity allows; facility planning noted as a priority given public input about potential property opportunity.

10. Upcoming Board Meetings (Board Chair)

- a. Special Governing Board Meeting, Wednesday, 1/28/2026 @4:00
- b. February Board Meeting: Wednesday, 2/11/2026 @ 4 PM
- c. January Entrepreneurial Committee Meeting: 1/20/2026 @ 4pm
- d. February Finance Committee Meeting: Wednesday, 2/4/2026 @ Noon
- e. February Executive Committee Meeting: Monday, 2/2/2026

11. ADJOURNMENT

The meeting was adjourned at approximately 4:52 p.m.

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





SIEMBRA LEADERSHIP
HIGH SCHOOL

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.

