



Minutes

Regular Monthly Board Meeting: May

Date: Wednesday - May 6, 2026

Time: 4:00 pm - 5:30 pm

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

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

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

Meeting was called to order at 4:01 PM

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

Present at Call to Order: Kelly, Sharde, Angelica, Janel

Teresa Torres joined during meeting

Jules Salinas joined later in meeting

3. **Action: APPROVAL OF AGENDA**

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

A motion was made to approve the agenda.

*During discussion, **Item 8.e (Policy: Records Retention and Destruction)** was requested to be removed from the Consent Agenda.*

- *Motion amended to remove Item 8.e from Consent Agenda*
- *Motion: Sharde Robinson*
- *Second: Angelica Maestas*

Vote:

All in favor – Aye

No opposed





Motion carried unanimously: Agenda approved as amended

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

Three individuals provided public comment:

Dr. Jackie Cusimano

- *Spoke in support of school progress and staff efforts*
- *Highlighted student success, program growth, and leadership under the Interim Executive Director*
- *Emphasized commitment to students and mission*

Monika Monje

- *Thanked board for service during a challenging year*
- *Asked questions regarding Executive Director hiring process:*
 - *Selection criteria for hiring committee*
 - *Representation of staff, students, and parents*
 - *Use of evaluation rubric*
 - *Communication timeline and points of contact*
- *Encouraged inclusion of community voices in the process*

Marcus Arellano

- *Spoke in support of Interim Executive Director Edward Ramirez*
 - *Shared staff perspective and support*
- *Referenced a letter signed by staff supporting his leadership*

Board acknowledged comments.

Board indicated that questions regarding the hiring process would be addressed later in the agenda.

5. Finance Committee Report Out (5 minutes)

- a. [Finance Committee Meeting](#): For May Board 2026
- b. [Financial Statement Reports - as of March 31, 2026](#)
- 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

Finance report was presented by Chris.





Key highlights:

- *No budget adjustment requests (BARs) for the period*
- *School remains in a strong financial position*
- *Operating budget remains under budget*
- *Healthy cash reserves and liquidity ratio above target*
- *Federal funds are being appropriately utilized*
- *Minor overages noted in some grant areas, being monitored*
- *Bank reconciliation completed with no discrepancies*

Board discussion included:

- *Clarification regarding cleaning services expense (confirmed as covering two months)*

No action taken (items included in consent agenda).

6. State of the School Updates

- a. Edward will provide a progress update on the Corrective Action Plan, including completion status percentages (Completed / In Progress / Not Started) and a summary of key actions completed, current work underway, and next steps (*workbook available upon request*)

Edward provided updates including:

- *Progress on Corrective Action Plan (~46% complete)*
- *Implementation of standardized hiring procedures and rubrics*
- *Ongoing staff engagement and mediation work*
- *Development of policies and training initiatives*
- *Continued student program successes and upcoming events*

No formal action taken.

7. Hiring Process for Executive Director Position

Board provided overview of hiring process in response to public input questions:

- *71 applications received*
- *Initial vetting by board committee (Jules Salinas, Kelly Callahan, Sharde Robinson)*
- *Selection of 5–6 semifinalists for written responses*
- *Approximately three finalists will be selected for interviews*
- *Interview panel to include:*
 - *Board members*
 - *Staff representation*





- *Student representation*
- *Timeline:*
 - *Written responses due by May 18*
 - *Interviews conducted between May 19–26*
 - *Goal to extend offer by end of May*
- *Evaluation tools:*
 - *Structured rubrics for written and interview phases*
- *Final hiring decision remains with the Board*

Board noted potential need for special board meeting to finalize hiring decision.

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

- a. [April 2026 Board Meeting Minutes](#) - 4/1/2026
- b. [April 2026 Special Board Meeting Minutes](#) - 4/23/26
- c. [Financial Statement Reports - as of March 31, 2026](#)
- d. [Policy: External Professional Engagement and Fellowship Participation](#)
- e. [POLICY: RECORDS RETENTION AND DESTRUCTION](#)
- f. [Siembra Leadership High School – Reduction in Force Plan](#)

Action: APPROVAL OF CONSENT AGENDA

MOTION: To approve the consent agenda item a - f

Items a–d and f were presented (Item e removed prior to approval)

Motion to approve consent agenda excluding Item e:

- *Motion: Janel Salazar*
- *Second: Theresa Torres*

Vote:

All in favor – Aye

No opposed

Motion carried unanimously

- 9. Action: Closed Session - Regarding the Executive Director and Potential Litigation (Board Members Only)** Pursuant to NMSA 1978, Section 10-15-1(H)(2) and Section 10-15-1(H)(7), the Board of Directors will move into Closed Session to discuss limited personnel matters, specifically regarding the Executive Director and potential pending litigation.





Motion: To move into closed session as authorized by NMSA 1978, Section 10-15-1(H)(2) and Section 10-15-1(H)(7).

Motion: Janel Salazar

Second: Theresa Torres

Roll Call Vote:

Jules Salinas – Aye

Kelly Callahan – Aye

Sharde Robinson – Aye

Angelica Maestas – Aye

Theresa Torres – Aye

Janel Salazar – Aye

Motion carried unanimously

Board entered Closed Session.

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.

The Board reconvened in open session following closed session. The Board affirmed that only those matters specified in the motion to enter closed session were discussed. No action was taken following closed session.

10. Items for Future Agendas (Board Chair)

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

Board Development / Recruitment Discussion

- *Board discussed upcoming term completions and need for recruitment*
- *Discussion included development of board member role descriptions*
- *Board members expressed interest in outreach and recruitment efforts*

11. Upcoming Board Meetings (Board Chair)

- a. June Board Meeting: Wednesday, 6/3/2026 @ 4 PM
- b. May Entrepreneurial Committee Meeting: 5/19/26 @ 4pm
- c. May Finance Committee Meeting: Wednesday, 5/27/2026 @ Noon
- d. May Executive Committee Meeting for June 3 Board: Monday, 5/18/2026 (25th is a holiday)

12. ADJOURNMENT





Meeting adjourned at approximately 5:28 PM

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.

