

Minutes

Regular Monthly Board Meeting: June

Date: Wednesday - June 3, 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)

Board Chair Julianna “Jules” Salinas called the Regular Monthly Board Meeting to order at 4:01 PM Mountain Daylight Time.

Board Chair Salinas noted that this would be the final meeting under the name Siembra Leadership High School and that beginning next month the school name would be Siembra Charter High School.

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

3. Action: APPROVAL OF AGENDA

a. MOTION: To approve June Board Meeting Agenda

Prior to approval of the agenda, the Board discussed Action Item #10, “Approve appointment of new Head Administrator.” It was clarified that the appointment had already been approved at a prior meeting, and the intended action was instead to approve the employment contract for Edward Ramirez.

Kelly Callahan advised that, under the Open Meetings Act, the Board could not modify the posted action item to take action on an employment contract because the agenda item must clearly state the action being considered. The Board determined that Action Item #10 would be deleted from the agenda and that a Special Board Meeting would be scheduled to consider approval of the employment contract.

Motion to approve the June Board Meeting Agenda with the deletion of Action Item #10.

Motion: Janel Salazar

Second: Sharde McClure Robinson

Vote: Motion carried unanimously.

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

No public input was provided.

5. APS Special Education Report

Edward Ramirez presented the APS Special Education Report and provided an update on the school's special education corrective action efforts. Board members discussed special education compliance, staffing capacity, overdue IEPs and evaluations, implementation of monitoring systems, and the transition to the Synergy student information system. Administration provided updates regarding corrective actions, staffing plans, compliance monitoring, and implementation timelines.

No action was taken.

6. Finance Committee Report Out (5 minutes)

- a. [Finance Committee Meeting](#): For June Board 2026 (Chris)
- b. [Financial Statement Reports - as of April 30, 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

Chris presented the Finance Committee Report and financial statements as of April 30, 2026. Discussion included the Fund 11000 Operational Decrease BAR, blanket BAR approval through fiscal year-end, accounts payable, budget status, cash flow, and year-end financial planning. Board members asked questions regarding fiscal year-end procedures, budget adjustments, and the school's financial position. Administration and finance staff provided clarification and responded to board questions.

No action was taken under this agenda item.

7. State of the School Updates (Edward)

- 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 presented the State of the School Report. Discussion included progress on the Corrective Action Plan, policy development, records management, enrollment, student outcomes, family engagement, staffing updates, school operations, and community partnerships. Board members asked questions regarding implementation progress, student achievement, family engagement efforts, and ongoing compliance initiatives. Administration provided updates on current work and next steps.

No action was taken.

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

- a. [May 2026 Board Meeting Minutes](#) - 5/6/2026
- b. [May Special Board Meeting Minutes](#) - 5/27/26
- c. [Financial Statement Reports - as of April 30, 2026](#)
- d. [BAR – Fund 11000 Operational Decrease](#) (\$136,941.84)
- e. Blanket BAR approval through FY End
- f. [2026–2027 Governing Council Meeting Schedule](#)
- g. [POLICY: RECORDS RETENTION AND DESTRUCTION](#) (*This policy outlines a uniform system for the management, legal retention, separate storage of confidential files, and secure destruction of school records to ensure compliance with federal privacy laws and New Mexico state administrative codes.*)
- h. [POLICY: Comprehensive Leave](#) (*This policy establishes the general parameters, eligibility criteria, and accrual rates for both paid and unpaid employee leave to support staff well-being and ensure operational continuity.*)
- i. [POLICY: Whistleblower](#) (*This policy outlines the formal procedures for school employees to report suspected unlawful or improper activities in compliance with the New Mexico Whistleblower Protection Act. It strictly prohibits any form of retaliation against individuals who report such concerns in good faith.*)

Action: APPROVAL OF CONSENT AGENDA

MOTION: To approve the consent agenda item a - i

Motion to approve Consent Agenda Items 8(a) through 8(i).

Motion: Theresa Torres

Second: Janel Salazar

Vote: Motion carried unanimously.

9. Action: Closed Session - Regarding the Executive Director and Potential Litigation





SIEMBRA LEADERSHIP
HIGH SCHOOL

(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: Sharde McClure-Robinson

Second: Angelica Maestas

Roll Call Vote:

- *Julianna “Jules” Salinas – Aye*
- *Kelly Callahan – Aye*
- *Sharde McClure-Robinson – Aye*
- *Angelica Maestas – Aye*
- *Theresa Torres – Aye*
- *Janel Salazar – Aye*

Motion carried unanimously. The 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.

Board Chair Salinas affirmed that only the matters specified in the motion to enter closed session were discussed.

Per the earlier approval of the agenda, Action Item #10 was deleted from the agenda and no action was taken on that item.

The Board stated that a Special Board Meeting would be scheduled for Wednesday, June 10, 2026 at 4:30 PM to consider approval of the employment contract for Edward Ramirez as Executive Director and Head Administrator of Siembra Charter High School, effective July 1, 2026.

10. Action: Approve appointment of new Head Administrator

MOTION: To approve Edward Ramirez as Executive Director and Head Administrator of Siembra Leadership High School effective July 1, 2026.

11. Items for Future Agendas (Board Chair)

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





SIEMBRA LEADERSHIP
HIGH SCHOOL

The Board discussed that prospective board member information, including resume or background information, should be provided before the July meeting. The Board also discussed that new board member appointment and officer/term items should be placed on the July agenda.

Board Chair Salinas thanked Angelica Maestas and Theresa Torres for their service on the Governing Council as they approach the end of their board terms.

12. Upcoming Board Meetings (Board Chair)

- a. July Board Meeting: Wednesday, 7/1/2026 @ 4 PM
- b. Entrepreneurial Committee Meeting: (TBD)
- c. June Finance Committee Meeting for July Board: Wednesday, 6/24/2026 @ Noon
- d. June Executive Committee Meeting for July 1 Board: Monday, 6/15/26 (Edward out 6/22)

13. ADJOURNMENT

The meeting adjourned at 5:42 PM Mountain Daylight Time.

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.

