To prepare young people to become lifelong learners in a small school setting, based on high academic standards for all, individual appreciation for each student and teacher, a culture of trust, respect for the diverse traditions of New Mexico, and involvement of family and community.

**Governing Council (GC) Members Present:** Sasha Pellerin, Michelle Otero, Alberto Solis, and Rachel McCormick

**GC Members Absent:** Summers Kalishman

**Others Present:** Julie Radoslovich, Heidi Gomez, Jenn Gable, Thara Lechuga, and Kristen LaVolpa, Julie Jaynes

Meeting Began at 5:26pm.

I. **Welcome**
   - Reviewed agenda for present meeting: No changes made.
   - Review/approve October minutes: *Michelle moved to approve, Sasha seconded, approved unanimously.*

II. **Public Forum**
   - **Service Learning:** Service Learning serves all 317 students at SVA; works with 115 sites including schools non-profits and other business; and has a total of 194 partners. Recently, Service Learning created a new website created for just service learning. The website was viewed by meeting attendees. Service learning holds a Friday rotation that incorporation a social justice curriculum at each grade level. Servicing learning is beginning to find it challenging to identify placements for students and is considering a mixer to recruit partners. In discussing the mixer, the Development Committee Chair (Michelle Otero) noted that it will be important to stay in communication and coordinate events.

III. **Financial Reports and Business**
   - Heidi Gomez briefly reviewed and distributed October, 2015 financial sheets, including: Balance Sheet Reports, Statement of Revenues & Expenditures, Reconciliation Reports, Bank Statements, and Budget Summaries by Fund Account.
   - Heidi Gomez also presented three BARS:
     1. 24101, transfer funds between functions, $0
     2. 24101, make sure paperwork matches, $0
     3. 29102, private direct grants for gateway for athletic gateway and Sandra Ortsman, $25,000
     *Rachel motioned to approve all bars, Michelle seconded, approved unanimously.*
   - Heidi Gomez also presented updated budgetary projections which have been modified to reflect most recent staffing plans and student enrollment numbers. Heidi noted that SVA will need 4 sections of juniors for the 2015-16 academic year, allowing teachers who have been pitching in by increasing their workload to be relieved.

IV. **Other Business**
   - **Demonstration of Competency,** Jenn Gable: Jenn proposed having SVA use the same document that APS uses. This document was approved by the GC previously. (see attachment)
     - *Alberto moved to approve, Michelle seconded, approved unanimously.*
• **APS Charter Amendment to Increase Enrollment Cap**, Julie Radoslovich: Julie presented a provision to increase SVA’s enrollment cap to 650. This proposed increase will be a material amendment presented to the APS board in January/February. (see attachment)
  o Michelle moved to approve, Alberto seconded, approved unanimously.

• **Staff Handbook Revision Regarding USDA Anti-Discrimination Statement**, Heidi Gomez: Heidi presented a proposed revision to the staff handbook to add three paragraphs from USDA stating where staff should go to complain if needed. This revision is in accordance with Federal civil rights laws (see attachment)
  o Rachel moved to approve, Michelle seconded, approved unanimously.

• **Purchasing Policy Revision**, Heidi Gomez: Heidi reported that SVA’s purchasing policy was not in alignment with state policy. Heidi proposed a revision to create alignment between SVA and state policy. (see attachment)
  o Michelle moved to approve, Sasha seconded, approved unanimously.

• **Principal/Director Evaluation**, Julie Radoslovich: It is the GC responsibility to evaluate administrators. Therefore, Julie presented a self-evaluation tool and a self-evaluation plan (see attachment).
  o Alberto moved to approve, Michelle seconded, approved unanimously.

• **Principal Report**, Julie Radoslovich: Julie reviewed the monthly principal report.
  o See attached.

• **Subcommittee Reports**
  o **GC Recruitment Committee**: This committee is actively reaching out to more potential members while weighing potential member’s suitability for the full GC versus the Development Committee.
  o **Development Committee**: The committee is considering the Jesuit Volunteer League, should SVA administration be interested. Members will follow-up separately with Julie.
  o **Alumni/Development**: The committee is planning a house party on Tues, Dec 8th 5-7p.m. More details will be shared as available. The Alumni Survey is also near-final and will be shared soon.

Meeting Adjourned at 7:07.