Governing Council Meeting Agenda
September 30, 2026 5:30 PM
6401Jefferson Street NE 87109

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Meeting ID: 821 3273 3483

I. Opening Items
   A. Call to Order: Gilbert Ramirez calls the meeting to order at 5:32 pm.
   B. Roll Call
      - Leigh Caswell – GC Secretary: Present
      - Kristen Hernandez – GC Member: Absent
      - Lenaya Montoya – GC Treasurer: Absent
      - Christina O'Connell – GC Vice President: Present
      - Gilbert Ramirez – GC President/Chair: Present
   C. Approval of September 30, 2026, GC Meeting Agenda: Gilbert Ramirez moves to approve the agenda; Leigh Caswell seconds the agenda; motion passes.
   D. Approval of August 26, 2026, GC Meeting Minutes: Gilbert Ramirez moves to approve the August 26 minutes; Christina O'Connell seconds the motion; motion passes.

II. Public Comment: No public comment

III. Action Items
   A. Discussion and possible action on Finance Report: Jolene Jaramillo reviewed the finance report with the GC. Gilbert Ramirez makes a motion to approve the finance report; Leigh Caswell seconds the motion; motion passes.
   B. Discussion and possible action on Accounts Payable check listing: Jolene Jaramillo reviewed the August accounts payable check listing with the GC. Gilbert Ramirez makes a motion to approve the accounts payable check listing; Leigh Caswell seconds the motion; motion passes.
   C. Discussion and possible action on BARS: Jolene Jaramillo reviewed the BARS with the GC. Gilbert Ramirez makes a motion to approve BARS 001-752-2627-0005-I, 001-752-2627-006-I, 001-752-2627-007-I, 001-752-2627-008-M, and 001-752-2627-009-M; Cristina O'Connell seconds the motion; motion passes.
   D. Discussion and possible action on resolution on signers for the Cash Sweep Account: Gilbert Ramirez makes a motion to approve the resolution with a request to add Leticia Archuleta, Gilbert Ramirez, and Lenaya Montoya as signatories; Leigh Caswell seconds the motion; motion passes.
   E. Discussion and Possible Action to Approve a Resolution Changing the NMPSIA Long-Term Disability (LTD) Waiting Period from 60 Days to 30 Days: Jolene Jaramillo reviews the policy with the GC and provides justification for the request.

The next Governing Council meeting is scheduled for October 28, 2026.

Gilbert Ramirez moved to approve a change to the waiting period from 60 days to 30 days in the resolution; Christina O'Connell seconded the motion; the motion passed.

F. Discussion and possible action on Fiscal Policies: Jolene Jaramillo discussed proposed changes to the fiscal policies amending the requirement for three quotes for purchases up to $20,000. Gilbert Ramirez moved to approve the fiscal policy change; Leigh Caswell seconded; the motion passed.

G. Discussion and possible action on Staff Handbook: Leticia Archuleta reviewed the staff handbook and indicated it has not changed, noting that each employee signs acknowledgment of the handbook each year. Gilbert Ramirez makes a motion to approve the 2026 staff handbook as presented; Christina O'Connell seconds the motion; motion passes.

H. Discussion and possible action on contract for attorney services: Leticia Archuleta described to the GC that we need to identify new representation for the school. Two options were offered to the GC to provide input into. The GC requested additional conversations with the offerors and will provide feedback to Leticia Archuleta to continue discussions. Gilbert Ramirez makes a motion to defer the decision for next month; Christina O'Connell seconds the motion; motion passes.

III. Discussion Items

- Updates from Lead Team & Executive Director: The Lead Team and Executive Director provided reports to the GC.
- Board Retreat: October 28, 2026: Leticia Archuleta reminded the GC that our retreat is planned for October 28 and discussed agenda items.

V. Adjournment: Gilbert Ramirez adjourned the meeting at 6:48 pm

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