



**EL CAMINO REAL ACADEMY
GOVERNING COUNCIL MEETING
THURSDAY, AUGUST 21, 2025 AT 7:00 A.M.**



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MINUTES

1. Preliminary Business
 - A. Call to Order
7:03 a.m.
 - B. Roll Call
Governing Council Present: Vianey Valeta-Arambula (Google Meet), Marsha Majors (Google Meet), Brian Carter (Google Meet), Jim Nessel (Google meet), Gretchen Long (Google Meet/out at 7:32)
Staff Present: Denise Brown (Google Meet), Ian Johnson-Escudero (Google Meet), Denise, Christopher Villarreal (Google Meet), Mimie Marquez (Google Meet/in 7:07)
Guest: Mary Scofield (Google Meet)
 - C. Approval of Agenda
Marsha Majors motioned to approve the August 21, 2025 agenda as presented. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.
 - D. Approval of Minutes
Vianey Valeta-Arambula motioned to approve the July 21, 2025 minutes as presented. Marsha Majors seconded the motion. Council members unanimously approved.
2. Public Comment
None
3. DISCUSSION/ACTION ITEMS
 - A. Executive Director's Report (Discussion)
Christopher Villarreal updated the council on: working on policies, responsibilities and advisor/mentor, teacher and student expectations, Vector training for staff and tracking, support from Mr. Nessel, new ancillary staff, new Special Education Coordinator and special education updates, enrollment, professional development, student assessment conferences, staffing, fire drills, fundraisers, student pick up, calendar, student dress code, and assessments.
 - B. Financial Statements and Cash Disbursements for June 30, 2025 Financial Statements and Cash Disbursements and July 31, 2025 (Action)
Vianey Valeta-Arambula motioned to approve the June 30, 2025 as presented. Marsha Majors seconded the motion. Council members unanimously approved.
Marsha Majors motioned to approve the July 31, 2025 as presented. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.



C. BARS (Action)

Vianey Valeta-Arambula motioned to approve BAR FY-26-01 as presented. Marsha Majors seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve BAR FY26-02 as presented. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.

Marsha Majors motioned to approve BAR FY26-03 as presented. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.

D. Temporary Loans to Other Funds (Action)

Brian Carter motioned to approve Quarter 4 Temporary Loans to Other Funds as presented. Marsha Majors seconded the motion. Council members unanimously approved.

E. Resolution to Establish FY26 Purchase Authority (Action)

Marsha Majors motioned to approve the Resolution to Establish FY26 Purchase as presented. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.

F. Recommendation to Approve Purchases and Give Director Permission to Sign Contracts Over \$15,000. (Action)

Marsha Majors motioned to approve the accounts payable contract with Robert Half increasing the purchase order to a maximum of \$30,000 as requested. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.

Vianey Valeta-Arambula motioned to approve the purchase order increase for Robert Half for special education support with increase of \$15,000 totaling \$30,000. Marsha Majors seconded the motion. Council members unanimously approved.

G. Resolution to Update Bank Signers (Action)

Marsha Majors motioned to approve the resolution to update bank signers removing Jennifer Mercer and approving Christopher Villarreal as an authorized signer and amend resolution. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.

H. Resolution to Update School Procurement Card Holder (Action)

Marsha Majors motioned to approve the resolution updating the school procurement card holder removing Jennifer Mercer and authorizing Christopher Villarreal. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.



- I. Approval of Updated SY 25-26 School Calendar (Action)
Marsha Majors motioned to approve the updated SY 25-26 school calendar removing Nov 4th and adding June 15th. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.
 - J. Policy and Bylaw Review (Discussion/Action)
This will start up again in the October meeting
 - K. Board Development (Discussion)
Training options were discussed. Some members have started their training.
5. Closed Session (closed to the public)
- A. Limited personnel matters and Executive Director Evaluation pursuant to NMSA 10-15-1
Marsha Majors motioned to go into closed session at 8:08 a.m. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.
Christopher Villarreal was invited to join the closed session.
Jim Nettle re-convened the meeting at 8:28 a.m. and polled the council on matters discussed during closed session. The council members individually agreed that the only item discussed was related to: Limited personnel matters and Executive Director Evaluation pursuant to NMSA 10-15-1
6. Concluding Business
- I. Discussion of other business and issues
PNM work day in September
 - II. Announcements
None
 - III. Next Meeting Date
September 18, 2025 at 7:00 a.m.
 - IV. Adjournment
Marsha Majors motioned to adjourn at 8:30 a.m. Vianey Valeta-Arambula seconded the motion. Council members unanimously approved.