

**Walatowa High Charter School  
Board Meeting Minutes  
February 25, 2025**

**I. Call to Order:**

The meeting was called to order at 6:22 p.m. by Ms. Sotela Valverde.

**II. Pledge of Allegiance:**

Ms. Sotela Valverde led the governing board members and staff with the pledge of allegiance.

**III. Ascertain of Quorum:**

Board Members present: Ms. Bobbie Shendo, Ms. Sotela Valverde, Mr. Jensen Fragua and President Mr. Kenneth Sando (late arrival)

**IV. Approval of Agenda:**

Upon reviewing the agenda, Ms. Sotela Valverde asked if there were any changes to be made. A request was made to add under X. New Business: B. Approval of Food Truck Purchase to the agenda. Ms. Sotela Valverde made a motion to approve the agenda with the said changes. The motion was seconded by Mr. Jensen Fragua. Motion passed with 3 in favor and 0 against.

**V. Introduction of Guest:**

There were no guests at this meeting.

**VI. Public Comments:**

There were no public comments made at this meeting.

**VII. Financial Reports:**

Ms. Katherine Toya, Business Manager, presented the financial reports for the month of January 2025 to the governing board:

A. Ms. Katherine Toya presented for the following committees:

**Audit Committee:** No update was provided.

**Finance Committee:** Everything is going well. No issues reported.

B. Ms. Katherine Toya explained the Expenditure Reports for January 2025 to the governing board members. There were no questions on the reports. Ms. Sotela Valverde made a motion to approve the Expenditure Reports as presented. The motion was seconded by Mr. Jensen Fragua. Motion passed with 3 in favor and 0 against.

C. Ms. Katherine Toya presented the Bills Paid for approval for January 2025. Ms. Sotela Valverde made a motion to approve the Bills Paid for January 2025. The motion was

seconded by Mr. Jensen Fragua. Motion passed with 3 in favor and 0 against.

D. Ms. Katherine Toya presented the BARs for February 2025. Ms. Sotela Valverde made a motion to approve the BARs for February 2025 as presented. The motion was seconded by Mr. Kenneth Sando. Motion passed with 4 in favor and 0 against.

E. Ms. Katherine Toya presented the Open Monthly Maintenance BARs for March 2025. Ms. Sotela Valverde made a motion to approve the Monthly Open Maintenance BARs as presented. The motion was seconded by Ms. Bobbie Shendo. Motion passed with 4 in favor and 0 against.

### **VIII. Reports:**

Principal's Report – Mr. Arrow Wilkinson: See Attachment

### **IX. Executive Session Pursuant to the Opening Meeting Law, Section 10-15-1H(2), NMSA 1978 for discussion for Personnel Issues.**

No Executive Session was held at this meeting.

### **X. New Business:**

A. The governing board minutes were presented for approval for January 27, 2025. Upon reviewing the minutes, Ms. Sotela Valverde made a motion to approve the minutes as presented. The motion was seconded by Mr. Kenneth Sando. Motion passed with 3 in favor and 0 against.

B. The approval for Purchase of a Food Truck was presented. The food truck will be utilized by the school cook to prepare meals for WHCS students. The food truck has all the requirements required by the NMPED. Three bids were obtained by the Business Office for audit purposes. After further discussion, Ms. Sotela Valverde made a motion to approve the purchase of a Food Truck for WHCS. The motion was seconded by Ms. Bobbie Shendo. Motion passed with 4 in favor and 0 against.

### **XI. Governing Board Issues:**

- The next meeting will be scheduled for Wednesday, March 19, 2025, at 6:00 p.m.

### **XII. Adjournment:**

Ms. Sotela Valverde made a motion for adjournment at 7:29 p.m. The motion was seconded by Mr. Kenneth Sando. Motion passed with 3 in favor and 0 against.