



Sendero School Of Academics & Career Preparation Governing Council Meeting for October 2025

Topic: October Regular Governance Council Meeting
Time: October 22, 2025 10:00 AM Mountain Time (US and Canada)

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Sendero School of Academics & Career Preparation
1405 S. Solano, Las Cruces, NM 88001

Meeting Minutes

I. Call to Order

- The meeting was called to order at 10:02am by Sendero School Of Academics & Career Preparation Director Mr. Caz Matinez.

Members in attendance: Patricia Gonzales *President* (10:11), Mike Davis *Vice President*, Kevin Freitas *Secretary*, Jaime Quezada, Angela McNeely

Members Absent:

Others in Attendance: Caz Martinez (Superintendent), Priscilla Cabral (SBO), Matt Sandoval (Staff), Sam Gonzalez (DMH Law), Amy Trevizo (Attendance Coach)

- **Roll Call**

Called to order by Caz Martinez

- **Pledge of Allegiance**

The pledge of allegiance was led by Caz Martinez

II. **Approval of Agenda and Previous Minutes (EXHIBIT “A”)**

Mr. Martinez called the meeting to order and asked the Board to review the minutes from the previous meeting and today’s agenda. He also noted that the date on the agenda will need to be updated to reflect the new date of today’s meeting

Motion to approve agenda and previous meeting minutes.

1st Jaime Quezada

2nd Mike Davis

III. **Open Forum**

Public comments and observations regarding education policy and governance issues, as well as the strategic plan for education, are heard at this time. There is a three-minute time limit per presenter. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order by The Sendero School Of Academics & Career Preparation Governance Council President.

IV. **Discussion and/or Action Items: Fiscal**

- **September 2025 Financials (EXHIBIT “B”):** Mrs. Cabral went over the September Financials. Revenue totaled \$290,090.51 and Disbursements totaled \$290,993.20
- **Action Items:** Mrs. Cabral went over BAR approvals to be processed in OBMS
 1. **Updated Financial Policies and Procedures:** Mrs. Cabral presented the Finance Policies and Procedures draft. The draft was sent to the board prior to this meeting for review. This is an update to our Finance Policies and Procedures, which were last revised in May 2013. While there are some updates and additions, most of the content aligns with the processes and controls we’ve already been implementing throughout the year.
 2. **Bars:** Mrs. Cabral went over BAR approvals to be processed in OBMS
 - a) **Fund 24106 567-0002526-0010-M**
 - b) **Fund 24106 567-000-2526-0011-M**
 - c) **Fund 24176 567-000-2526-012-M**
 - d) **Fund27502 567-000-2526-0013-M**
 - e) **Fund 27502 567-000-2526-0014-T**
 - f) **Fund 31600 567-000-2526-0015-M**
 - g) **Fund 31703 567-000-2526-0016-M**
 - h) **Fund 24190 567-000-2526-0017-I**
 - i) **Fund 24154 567-000-2526-0018-I**
 - j) **Fund 24189 567-000-2526-0019-I**
 - k) **Fund 27552 567-000-2526-0020-IB**

Motion to Approve Financials and Action items as presented

1st Mike Davis

2nd Jaime Quezada

V. Superintendent's Report

- **40th Day:** Mr. Martinez provided an enrollment update. He noted that the 40th-day snapshot reflected 202 students, falling short of the projected 213 by 11 students. The potential impact of this shortfall on the operating budget will be clearer by January or February. Since then, 10 new students have enrolled following fall break, while four students have withdrawn for various reasons. Mr. Martinez acknowledged that student mobility continues to be a factor in enrollment and will continue providing monthly updates, informing the board of any adjustments made by NMPED's Budget Bureau.
- **Work-Based Learning:** Mr. Martinez provided a Work-Based Learning update. Mr. Martinez shared a story about a student interning at a dental office who has shown exceptional dedication by arriving early to assist with preparations. Her strong work ethic has impressed the dental team, who are encouraging her to pursue becoming a dentist. Mr. Sandoval also shared a success story about a senior who needed only his internship credit to meet graduation requirements. The student's performance at a local concrete company was so strong that the employer offered to hire him full-time, covering 32 additional hours each week beyond his internship. Mr. Martinez noted that the school continues to build valuable partnerships that provide real-world opportunities for students. He also recognized Mr. Quezada, whose agency has taken on an intern showing great potential and plans to support her in obtaining a professional license. Mr. Martinez thanked Mr. Quezada and other partners for their continued support of the Work-Based Learning program.
- **Professional Development:** Mr. Martinez shared about the latest professional development, noting that staff recently participated in two full days of training focused on Project-Based Learning through PBLWorks and Culturally and Linguistically Responsive (CLR) practices. Earlier in the year, staff attended an introductory CLR session in Hatch with Hatch Public Schools, emphasizing understanding students' cultural and linguistic backgrounds to better support and respond to their needs. He explained that this work continued with a second, more focused phase of training led by Dr. Sharroky Hollie, a nationally recognized expert in CLR practices. Through NMPED's invitation and funding, the school will also receive ongoing support, including on-site coaching for six to ten instructors. Mr. Martinez emphasized that both Project-Based Learning and CLR training align with the school's mission to help students grow academically,

socially, and emotionally, and will continue to be major areas of focus in future professional development efforts.

- **Required State Assessment and Performance Framework:** Mr. Martinez shared an update on upcoming state assessments and Performance Framework testing. He explained that testing will take place tomorrow, October 23, with 10th graders taking the PSAT and 11th and 12th graders completing the ACT WorkKeys, part of the school's Performance Framework. Mr. Martinez acknowledged Ms. Sam for her support in securing approval of this assessment through the Public Education Commission and noted that the ACT WorkKeys provides a career-focused measure of workforce readiness. This initial testing will establish the baseline for growth, with two additional administrations planned later in the year. Mr. Sandoval added that results will be used to measure progress within the Performance Framework and that students understand the importance of these assessments. Ms. Sam Gonzalez commended the team for reaching this stage, and Mr. Martinez recognized Mr. Estrada and Ms. Salas for their coordination and effort in preparing for the first administration. He noted that results will guide instructional improvements and help prepare students for high-skill, high-wage careers. The PSAT is now required for 10th graders under new NMPED guidelines, providing early preparation for the SAT. Testing will occur simultaneously for all grade levels, with designated administrators overseeing each group. Results and updates will be shared once testing is complete.
- **Action Item(s)**
 1. **Water Safety Guidance Policy (Exhibit C):** Mr. Martinez introduced the Water Safety Guidance Policy, explaining that it is required under state statute for all LEAs to provide water safety information to students and families. He acknowledged Mr. Dan Hill for assisting in drafting the initial policy and Mr. Sandoval for revising it to better align with the needs and resources of the Las Cruces community. Mr. Sandoval shared that the policy was developed in response to legislation passed during the most recent session, requiring schools to promote water safety awareness. The policy outlines best practices for parents, guidelines for water safety training, and resources available within the community. It also includes information relevant to local conditions, such as flash flooding. He noted that the policy was adapted using examples from Albuquerque-area schools and recommendations from legal counsel to ensure alignment with state expectations while tailoring it to local needs. Mr. Martinez emphasized the importance of providing families with safety information that helps protect students both in and out of school.

- **Board Training:** Mr. Martinez shared an update on board training, noting that it will now be a standing item on the monthly agenda to ensure all members complete their required hours by the end of the year. He informed the board that Mr. Davis is registered to attend the Public Charter Schools of New Mexico Annual Conference on December 11 and 12 in Bernalillo, which offers in-person training sessions and is open to any board members interested in attending. Mr. Martinez explained that there are also other options available, including online campus courses, virtual training, and additional conference opportunities. Ms. Gonzales confirmed her interest in attending the in-person conference in December and mentioned she typically completes her hours online but would like to participate this year. Mr. Martinez also reminded the board that new members must complete the new board member training, which follows similar but slightly different criteria. He encouraged members to reach out if their schedules open up and expressed that additional opportunities will continue to be shared to ensure all members meet their annual training requirements.

Motion to Approve Action Item

1st Mike Davis

2nd Jaime Quezada

VI. Adjourn

Meeting Adjourned at 10:47am

The Sendero School Of Academics & Career Preparation Governance Council attempts to follow the order of items as listed, however, the order of specific items may vary from the printed agenda. 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 meeting, please contact the superintendent at Sendero School Of Academics & Career Preparation at 575-527-5916 at least one week prior to the meeting or as soon as possible.