

**Corrales International School**  
Governing Council Regular Meeting  
October 9, 2013 – 5:00 p.m.

**Cooperative Educational Services**  
4216 Balloon Park Road NE  
Albuquerque, NM 87109

**APPROVED MEETING MINUTES**

- A. Call to Order  
The meeting was called to order at 5:00pm by Jennifer Salisbury (GC Co-chair).
- B. Roll Call  
Present were Joe Lopez, Stacy Blackwell, Marty Mathisen, Linda Parker, John Emerson, Jennifer Salisbury (GC Co-chair), Carl Grending (GC Co-chair).  
Also present were Dr. Elsy Diaz (CIS Head of School), Diane Gunn Miles (CIS Business Manager), Venesee Taylor (CIS Lead Special Ed Teacher), Tara Armijo-Prewitt (minute taker)  
Absent was Yasmine Armstrong.
- C. **Action Proposed** – Adoption of agenda for October 9, 2013 meeting.  
John Emerson moved to adopt the October 9, 2013 agenda. Carl Grending seconded. There was no opposition.  
**Action approved.**
- D. **Action Proposed** – Approval of minutes for September 11, 2013, Emergency Meeting on September 27, 2013, and Special Meeting on September 30, 2013.  
Stacy Blackwell moved to approve the September 11, 2013, September 27, 2013 and the September 30, 2013. meeting minutes as presented. John Emerson seconded. There was no opposition. Action approved.
- E. Governing Council
- i) Discussion to approve GC Bylaws regarding addition of consent agenda  
Jennifer Salisbury noted that a consent agenda was discussed at the GC retreat and that she requested bylaws language from Hugh Prather and Lorna Wiggins and was advised by Lorna Wiggins that a change in bylaws is not needed and a policy approved by the GC is sufficient. Jennifer Salisbury further indicated her preference that policy changes and BARs require a separate vote off of the consent agenda. Jennifer Salisbury proposed that the GC adopt a policy to have a consent agenda. Joe Lopez noted that the public may expect full discussion before a vote and suggested limiting items the number of items on a consent agenda.
- ii) Action Proposed – Approval of GC Bylaws for consent agenda  
Linda Parker moved that the GC be operated with a consent agenda as appropriate. Carl Grending seconded. There was no opposition. **Action approved.**
- F. Finance
- i) Budget Update – Diane Gunn Miles, Business Manager  
Marty Mathisen noted that there is much less in carryover in this budget than in previous budgets and noted that was expected. Diane Gunn Miles noted that approximately \$80,000 in reimbursements from PED are expected and that more will come in January. Diane Gunn Miles noted that she has scheduled \$10,000 for the security deposit for the new facility.
- a) **Action Proposed** – Approval of BARS  
Diane Gunn Miles reported that she and Dr. Diaz combed through the budget to appropriate money where possible for the security deposit. Marty Mathisen inquired about the balance sheet and Diane Gunn Miles noted that the carryover from last year is not represented on that balance sheet and by next month it will be included.  
Marty Mathisen moved to approve the BARS 22 through 27 as presented. Carl Grending seconded. There was no opposition. Action approved.
- G. Head School's Report – Dr. Elsy Diaz
- a) Facility Update  
Dr. Diaz reported that the recent community meeting regarding the future facility was well attended and well received by parents. Jennifer Salisbury noted that there were approximately 30 parents present and reported that parent interest in fundraising was encouraging.  
Dr. Diaz noted that the architect for the future project, Scott Anderson, seems very excited about the upcoming work and has remodeled the facility at 5500 Wilshire Blvd NE previously and has many exciting ideas about the impending remodel. Dr. Diaz reported that the architect suggested a full set of plans could be completed by the end of November.  
Dr. Diaz reported that enrollment as of today, the 40<sup>th</sup> day, is at 219 and CIS is budgeted based on 218.5.

b) MYP Update-Assessment Policy Presentation

Dr. Diaz presented on I.B. MYP Assessment, which is a criterion based assessment. Dr. Diaz noted that CIS paid \$750 for PowerSchool to create a standard based assessment for IB schools which did not work and subsequently, CIS staff created one that does work.

Dr. Diaz noted that each subject has between 3 and 6 criteria that each student's performance is measured against, with each criterion as a goal of learning. Dr. Diaz further noted there are both formative and summative assessments, in the context of spiraling curriculum offering students many opportunities to increase understanding over time.

Dr. Diaz reported that this change in assessment is to support and encourage student learning as an ongoing lifelong process. Dr. Diaz further noted that using the criteria allows for student understanding about expectations, and for student performance to be measured against the criteria, not against their peers. Dr. Diaz noted that students can have a final grade between 1-7 and no 0 grade would be assigned as that is a reflection on teaching as well as learning and that there is a conversion to letter grade as required by the state of NM. Dr. Diaz reviewed the value of each number and noted that a 4 is a good score, equivalent to 80-89%.

c) SAC Update

No member of the SAC was present.

d) PTA Update

No member of the PTA board was present.

H. Public Comment: There was no member of the public present.

I. Other Business/ GC Member Comment: This is an opportunity for any GC member to make a comment.

J. Closed session- Review of Leadership Survey

Stacy Blackwell moved to enter into closed session. Marty Mathisen seconded. There was no opposition. Action approved. Closed session was entered into at 6:30 pm.

K. The next regular meeting of the Governing Council will be on November 13, 2013 at 5:00 pm and will take place at **Cooperative Educational Services**, 4216 Balloon Park Road N.E., Albuquerque, NM 87109

L. Adjournment

Stacy Blackwell moved to adjourn at 7:10pm. John Emerson seconded. There was no opposition. The meeting was adjourned.