**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

September 9, 2015 – 5:00 p.m.

**APPROVED MINUTES**

1. Call to Order

The meeting was called to order at 5:00pm by Stacy Blackwell (GC Co-Chair).

1. Roll Call

Present were Stacy Blackwell, Rhonda Ledbetter, Justin Sawyer, Joe Lopez, John Emerson

Absent were Carl Grending, Nora Armstrong and Yasine Armstrong

Also present were Rebekah Runyan (Business Manager, Aptability), Dr.Elsy Diaz, Kim Romero, Tara Armijo-Prewitt, Ana Perea, Josh Ripp and CIS parent April Spaulding.

1. **Action Proposed** – Adoption of agenda for September 9, 2015 meeting.

John Emerson moved to adopt the agenda. Joe Lopez seconded. There was no opposition. Action approved.

1. **Action Proposed** – Approval of minutes for August 12, 2015.

John Emerson moved to adopt the agenda. Justin Sawyer seconded. There was no opposition. Action approved.

1. Finance
	1. Budget Update – Rebekah Runyan, Business Manager
		1. **Action Proposed –** Approval of BARS

Rebekah Runyan presented the lease assistance BAR and requested approval. John Emerson moved to approve BAR 0008-IB. Joe Lopez seconded. There was no opposition. Action approved.

* 1. **Annual contract for legal services**
		1. **Action Proposed – Approval of legal services contract**

Dr. Diaz presented the contract for Mathews Fox for legal services for CIS up to $60,000 and noted that CIS normally expends approximately $4,000-$5,000 for legal services. Joe Lopez expressed concern that the contract is for funds up to that high amount while the budget is at $5,000. Joe Lopez moved to approve. John Emerson seconded. There was no opposition. Action approved.

* 1. **Out of state travel for teachers**
		1. **Action Proposed – Approval of out of state travel for teacher**

Dr. Diaz reported this item is unnecessary.

1. Governing Council
	1. Discussion of Head of School- Search process

Stacy Blackwell reported that Nora Scherzinger has been spearheading this search and as she is absent suggested it be added to the October meeting discussion.

* 1. Annual Conflict of Interest Form for GC members

Dr. Diaz noted that the disclosure form is required annually and requested that the board members fill one out.

1. Head of School’s Report – Dr. Elsy Diaz

Josh Ripp reported that the MYP is now grades 7-10 as grade 6 has joined the PYP. Josh Ripp further reported that the student information system has been moved from ManageBac to Powerschool.

* 1. House System Update

Dr. Diaz reported that this year the students will be divided into 6 houses and the parent training will occur on September 24th and integrated with the IB night with pizza provided by PTA.

* 1. PYP Reauthorization Process Review

Ana Perea reported that the PYP team is working on the self-study and program of inquiry (transdisciplinary themes and lines of inquiry) towards IB reauthorization.

Kim Romero (SPED Coordinator) reported on the success of the mentoring program.

1. Other Business/GC Member Comment: No GC member comment was offered.
2. Public Comment: No public comment was offered.
3. The next regular meeting of the Governing Council will be on October 14, 2015 at 5:00 pm and will take place at Corrales International School, 5500 Wilshire Ave. NE, Albuquerque, NM 87113
4. Adjournment

Justin Sawyer moved to adjourn the meeting. John Emerson seconded. There was no opposition. The meeting was adjourned at 5:44pm.