

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
September 9, 2019– 5:00 p.m.

DRAFT meeting minutes: not the official minutes and are subject to approval by the public body.

- A. Call to Order 5:02pm
- B. Roll Call Stacy Blackwell, Justin Sawyer (5:24), Nicole Palacios, Amanda Bassett, Raj Shethia, Mark Tolley (HOS), Rebekah Runyan, (Business Manager), Kimberly Romero (Scribe)
Absent: Rhonda Ledbetter

- C. Adoption of agenda, September 9, 2019
Motion to adopt agenda for September 9, 2019
Motion Stacy
2nd Amanda
No Discussion
No Opposition
Passed

- D. Approval of minutes for the August 12, 2019
Motion to approve minutes for August 12, 2019 with the following amendment...striking paragraph 'E'
Motion Raj
2nd Stacy
Abstention: Amanda Bassett
No Discussion: Needs to be added as action item for next G.C, meeting
No Opposition
Passed

- E. Public Comment: This is an opportunity for members of the public to address the Governing Council ("GC") for up to 5 minutes with comments or issues, whether or not they are posted on the agenda. The Chair may reduce the time for each participant to speak to ensure adequate time to conduct GC business. The GC, by law, cannot take action or have any discussion or deliberation on any presentation made to it concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.
Public: No Comments

**F. Corrales International School
Financial Update
September 9, 2019**

A. BARs*

<u>BAR #</u>	<u>Fund Description</u>	<u>Type</u>	<u>Amount</u>
1. None			

B. Accounts Payable Payment Vouchers*
1 August 2019

C. Financial Statement Reports - as of August 31, 2019
1 Financial Reports
2 Bank Reconciliation

D. Other
1 Current Capital Resources for Building Purchase
2 Journal Entries
3 Related Party Questionnaire

Motion to approve accounts payable payment vouchers August 2019

Motion Stacy

2nd Amanda

No Discussion

No opposition

Passed

Notes: Pg. 2, 4. Pg. 5 permits & inspection (building, elevator permits). Per new statute, school needs to pay for new employee background checks and for background checks more than three years old.

3. Financial Statement Reports as of August 31, 2019

Notes: Pg. 8, bank reconciliations Pg. 18, Pg. 25-property tax collections and estimated end of June amount. SB 9 to be voted on in November-Bond brought by APS.

4. Other

Current Capital Resources for Building Purchase

No discussion

Journal Entries

No discussion

Related Party Questionnaire

Audit-related party questionnaire needs to be signed by G.C. board.

* Requires board approval

G. GC Business

1. Board Member Training/retreat idea update.

Public Charter Schools of NM: working to provide training over a period of time, during board meetings, or provide a full day training on a weekend.

2. GC bylaws update (discussion).

This has been started. More updates will be provided at the next G.C. meeting.

H. Head of School update

1. Financial audit update on process.

Same process as last year. Exit meeting will be scheduled

2. Technology update

Laptops were ordered for teachers, due in any day. New desktops are also ordered. Two new access points were added, new firewall added. Textbooks and materials were also updated for math, (PYP/MYP). Lab supplies ordered for science.

3. Building update

Working with investor...more information will be available in the next few weeks. The process needed to move is comprehensive and will begin soon. Foundation is working on fundraisers that will support the building purchase. There are plans to provide fundraisers that have been successful in the past, such as silent auctions, community dances, etc.

4. School update

Enrollment is strong, higher than last year. We are preparing for I.B. MYP visit. Our new drama/music teacher is really good. We are trying to partner with other schools to put on a performance. We are working NMSU to contract for dual enrollment Chinese, providing college credit to our high school students. We are also offering AP Computer Science for our high schools students as well, (working with Amazon). We are implementing a 'Natural Helpers' program providing peer to peer support. We are doing a peace pal program with other schools around the world. Our English teacher,

Ms. Chatterton, has put together an honors society that will soon be implemented.

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

New board member voting to be discussed, (staggering/times of the year, etc.)

J. Adjournment

Motion to adjourn 6:24pm

Motion Stacy

2nd Amanda

No Discussion

No Opposition

Passed

The next regular meeting of the Governing Council will be on October 14, 2019 at 5:00pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113.

"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 hearing or meeting, please contact the CIS Head of School at 505-344-9733 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the CIS Head of School at 505-344-9733 if a summary or other type of accessible format is needed."