

**Corrales International School**  
Governing Council Regular Meeting  
5500 Wilshire Ave. NE  
Albuquerque, NM 87113  
October 8, 2018– 5:00 p.m.  
**FINAL Meeting Minutes.**

- A. Call to Order 5:06pm
- B. Roll Call Stacy Blackwell, Justin Sawyer, Rhonda Ledbetter, Rhonda Ledbetter, Raj Shethia, Mark Tolley (HOS), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)  
Amanda Bassett (absent)
- C. Adoption of agenda, October 10.8.2018 meeting with change of moving line item D to before G and changing  
Motion Stacy B  
2<sup>nd</sup> Raj S  
Discussion  
No Opposition  
Passed with revisions previously discussed
- D. Approval of minutes for the 9.10.2018 meeting.  
Motion  
2<sup>nd</sup>  
Discussion  
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.

No comments

**F. Corrales International School  
Financial Update**

1. BARs\*

BAR #	Fund Description	Type	Amount
a. 001-028-1819-0011-I	Dual Credit Instructional Materials	Increase	\$ 1, 353
b.	Accounts Payable Payment Vouchers*		
	1 September 2018		
c.	Financial Statement Reports - as of September 30, 2018		
	1 Financial Reports		
	2 Bank Reconciliation		
d.	Other		
	1 Current Capital Resources for Building Purchase		
	2 Journal Entries		

\* Requires board approval

Motion to approve BAR# 001-028-1819-0011-I Dual Credit Instructional Materials  
Increase \$ 1, 353

Motion Rhonda L  
2<sup>nd</sup> Stacy B  
No Discussion  
No Opposition  
Passed

Motion to approve accounts payable payment vouchers for September 2018  
Check listing, pg. 3, details, pg. 4-8

Motion Rhonda L  
2<sup>nd</sup> Stacy B

Discussion: question: check for testing-Spanish assessment required by state of NM; Gaggle is a program that monitors language usage, suicide, etc., flagging key words and notifies H.O.S.

No opposition  
Passed

Financial Statements reports – as of September 30, 2018

Reimbursement funds will show a negative (pg.9/10); revenues (pg. 11/12);  
expenditures (pg. 13);

Batch on page 21 is for payroll in direct deposits.

EFTPS is for federal tax

Payroll checks that show up separately are checks that were physically cut rather than direct deposit.

Other: Current capitals resources for building purchase and one journal entry.

Paid out monthly, larger payments twice per year. Dependent on several factors such as enrollment, property taxes, etc.

D. Approval of minutes for the 9.10.2018 meeting

Motion Stacy B  
2<sup>nd</sup> Rhonda L  
No Discussion  
No Opposition  
Passed

G. GC Business

1. Board Member Training (update)

Received update from coalition. Rankin Training Center, November 10, 11<sup>th</sup>. Will send to board members this week. PED will update their training offerings soon. Coalition is working on setting up trainings online. Offering onsite training for retreats. Due to finance being stellar, there is a possibility of board training being reduced slightly for G.C. Waiting on confirmation. Due to 'A' grade, possibility of board training being slightly reduced again. Waiting on confirmation.

2. School Advisory Committee

According to statute each school is required to have a SAC committee. Committee advises administrator or principle, discussion group for flow of information and give a voice to parents and community. Faculty, board members, parents, students and community are encouraged to attend and represent varying areas such as grade levels, student body and faculty and board. Next SAC meeting is scheduled for October 15<sup>th</sup> 2018 at 3:45pm.

H. Head of School Update – Mark Tolley

Unable to discuss audit at this time as it has not officially been released. As soon as it is released it will be discussed.

1. Audit Process

Unable to discuss audit at this time as it has not officially been released. As soon as it is released it will be discussed. Process took about a week and went well.

2. Lease reimbursement

PSFA – plan to take a 20% reduction in lease disbursement. CIS budget accounted for reduction. They came out and measured school – measurements were close to what we already had noted. Due to logistics and notifications, legislature has decided to uphold previous measurements and reimburse according to last year. 20% was not taken. New criteria is being discussed to decide on what the lease reimbursement will look like in the future and what will be measured and included.

3. School safety and ALICE training

Alert Lockdown Inform Counter Evacuate, (ALICE) Training – First week of November with staff. ALICE Training is the new training being implemented for active shooter. Will be looking at our policies and procedures and informing community and parents. Training at different levels will be discussed for differentiation.

4. School update

Grade for school is an 'A'.

Balloon event was very successful and had a large turnout. All food sold out and made a good profit for PTA.

This Wednesday, October 10th is our Foundation Balloon event. There will be breakfast and donations will be accepted.

Report card went out for first 9 weeks.

October 25<sup>th</sup> is the APS Showcase-good event to showcase our school and give out information on our school and programming.

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

Building – several factors need to be considered and process is moving forward at this time.

J. Adjournment 6:14pm

Motion Raj S

2<sup>nd</sup> Stacy B

No Discussion

No Opposition

Passed

The next regular meeting of the Governing Council will be on November 12, 2018 at 5:00 pm 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."**

