**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

APPROVED MEETING MINUTES

December 14, 2016 – 5:00 p.m.

1. Call to Order

Stacy Blackwell called the meeting to order at 5:00pm.

1. Roll Call

Present were Joe Lopez, John Emerson, Stacy Blackwell, Robin Yoder.

Absent were Rhonda Ledbetter and Justin Sawyer.

Justin Sawyer arrived at 5:05pm.

Also present were Mark Tolley, Ana Perea, Nicole Montague and Tara Armijo-Prewitt

Kim Romero arrived at 5:10pm.

1. Adoption of agenda December 14, 2016 meeting.

John Emerson moved to approve the agenda. Joe Lopez seconded. There was no opposition. Action carried.

1. Approval of minutes for the November 9, 2016 meeting.

Joe Lopez moved to adopt the minutes as presented. Robin Yoder seconded. There was no opposition. Action approved.

1. Public Comment: No member of the public offered comment.
2. CIS Finance and Budget Report

**I. BUDGET \* (Action/Discussion),**

BARS: Rebekah Runyan presented the BAR to give money back to the state in the amount of $2298.

Joe Lopez moved to approve BAR 0022D. John Emerson seconded. There was no opposition. Action approved.

**II. FINANCIAL STATEMENT REPORTS AS OF NOVEMBER 30, 2016**

\* Budget Analysis

\* Budget to Actual – Expenditure and Revenue

\* Statement of Revenues, Expenditures and Changes in Fund Balance

\* Balance Sheet

Rebekah Runyan presented that financial reports.

**III. BANK RECONCILIATION REPORTS**

\*November 2016

**IV. PAYROLL & ACCOUNTS PAYABLE PAYMENT VOUCHERS \* (Action/Discussion)**

\* Accounts Payable Listing – November 1, 2016 – November 30, 2016

Rebekah Runyan presented the accounts payable vouchers. John Emerson moved to approve as presented the accounts payable listing. Justin Sawyer seconded. There was no opposition. Action approved.

\* Payroll Voucher Listing – November 1, 2016 – November 30, 2016

Rebekah Runyan presented the payroll vouchers. John Emerson moved to approve as presented the payroll vouchers. Justin Sawyer seconded. There was no opposition. Action approved.

**V. OTHER (Action/Discussion)**

\* Journal Entries – November 1, 2016 – November 30, 2016

\* Cash Transfer from 24106 to 11000\*

Rebekah Runyan presented a permanent cash transfer request for $60 to move funds from IDEA B to operational, noting that the amount was incorrectly placed into the IDEA-B fund originally.

Justin Sawyer moved to approve the cash transfer as presented. Robin Yoder seconded. There was no opposition. Action approved.

Rebekah Runyan inquired whether the financial packet can be emailed to the GC and not printed for the meetings. Robin Yoder noted that the full packet is not generally discussed in the general meeting but in the finance committee meeting.

1. GC Business

No GC business was discussed.

1. Head of School update, Mark Tolley (Discussion)

1. Handbook question/update.

Mark Tolley noted that he is currently updating our handbook, especially the sections on discipline. Mark Tolley noted that he received an inquiry regarding our handbook’s position that students must achieve a 75% or better in order to receive high school credit in the 8th grade. Mark Tolley noted that this standard will allow our students to prove that they are fully prepared for high school classes and will facilitate the greater community accepting these credits at transfer. Mark Tolley further noted that the emphasis on the rigor of our MYP program is being emphasized to prospective parents touring our school.

John Emerson inquired about IB training for GC members, noting that this was done in the past and he really appreciated the information. Stacy Blackwell reported that the former IB coordinators had presented to the GC on IB as well and would like to see that offered again.

2. Legislative update.

Mark Tolley noted that during the recent special legislative session the materials fund was reduced and CIS was required to give over $2,100 back to the state. Mark Tolley further noted that the current CIS budget has been reduced by $30,800 with the reduction in the SEG amount by 1.5%.

Mark Tolley further noted that while many legislative changes won’t directly affect CIS, others may, including first year charter school funding for T&E and 40th day reporting.

Mark Tolley noted that SB 1412 would decrease the small school adjustment over 5 years and further reported that Senator Daniel Ivy-Soto’s bill to cut 20% across the board without a phase out. Mark Tolley noted that CIS must grow to eliminate the danger that the small school size adjustment cuts represent and reported interest in increasing the enrollment cap at 500 students in the charter reauthorization process. Mark Tolley noted that the current facility is not large enough to accommodate this needed future growth.

Stacy Blackwell inquired whether there would be any difficulty to reauthorize with an increased enrollment cap. Mark Tolley noted that CIS has a strong program and doesn’t anticipate any difficulty reauthorizing.

Mark Tolley noted that Senator John Arthur Smith has noted that a 3-4 day teacher furlough may be needed. John Emerson noted that this was covered in the newspaper today.

Mark Tolley noted that Governor Martinez has indicated that she will not raise taxes and that she may claw back charter school carryover funds and this would impact CIS considerably. Mark Tolley reported that the CIS SAC will be educated on the CIS and IB mission in upcoming meetings with an eye toward creating knowledgeable ambassadors for CIS to visit legislators.

I. Other Business/ GC Member Comment: John Emerson noted that he has not taken any GC member training this year. Joe Lopez noted that he also needs to attend training. Stacy Blackwell noted that the CES training was very well done.

Stacy Blackwell requested that the January meeting be moved to January 18th to allow for the SAC meeting to be moved to January 11th. All present members noted this was acceptable.

J. Adjournment

Justin Sawyer moved to adjourn the meeting. John Emerson seconded. There was no opposition. Action approved.

The meeting was adjourned at 5: pm.

The next regular meeting of the Governing Council will be on January 18, 2017 at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113