**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

September 14, 2016 – 5:00 p.m.

APPROVED Meeting Minutes

1. Call to Order

The meeting was called to order at 5:00pm by Justin Sawyer.

1. Roll Call

Stacy Blackwell (GC Co-chair), Robin Yoder, Joe Lopez, John Emerson and Justin Sawyer were all present.

Rhonda Ledbetter was absent.

Also present were Lee Blankenship (AptAbility), Mark Tolley, Nicole Montague, Kim Romero and Tara Armijo-Prewitt.

1. Adoption of agenda September 14, 2016 meeting.

Stacy Blackwell proposed that F) Finance be moved up before C). Head of school update so that the finance presenters can leave early if needed. Stacy Blackwell moved to adopt the agenda as amended. Robin Yoder seconded. There was no opposition. Action approved.

1. Approval of minutes for the August 10, 2016 meeting.

Joe Lopez moved to approve the minutes for the August 10, 2016 meeting as presented. John Emerson seconded. There was no opposition. Action approved.

1. Finance
   1. Presentation of BARs

Lee Blankenship (AptAbility) presented the BARs, noting that one BAR accommodates lunch payments from parents that CIS must then pay, once billed, to APS.

Lee Blankenship reported that a $14,000 cash carryover was added to our budget inappropriately by either APS or PED and that the BAR represents removal of that amount and the addition of an after school grant, CSI in the amount of $10,000.

Lee Blankenship reported that another BAR is to accommodate for expenditures for the employer’s side of benefits.

Justin Sawyer inquired about why a transfer BAR must equal zero. Lee Blankenship noted that when moving funds the same amount must be subtracted from one account and added to another.

1. Action Proposed-Vote on approval of BARs

Stacy Blackwell moved to approve BARs 0012-0017 as presented. Joe Lopez seconded. There was no discussion or opposition. Action approved.

b) Presentation of AP Vouchers

1.) Action Proposed- Vote on approval of AP vouchers

Lee Blankenship presented the AP vouchers noting that detail is listed on pages 34-43 of the finance packet. John Emerson moved to approve the AP vouchers. Stacy Blackwell seconded. There was no discussion or opposition. Action approved.

* 1. Presentation of Payroll Vouchers

Lee Blankenship presented payroll vouchers.

1. Action Proposed- Vote on approval of Payroll Vouchers

Robin Yoder moved to approve the AP vouchers. Stacy Blackwell seconded. There was no discussion or opposition. Action approved.

1. Public Comment: No member of the public offered comment.
2. GC Business

Robin Yoder discussed her experience at the recent GC member training and reported that it was worthwhile. Stacy Blackwell agreed and noted that there were monthly opportunities.

1. Head of School update, Mark Tolley

Mark Tolley reported that CIS received an A grade from the state last year and has received a D grade this year. Mark Tolley noted that many things impacted the recent grade for CIS, including

* Mark Tolley reported that the “current standing” category suffered from a slight performance decrease by CIS students in testing, even though CIS students scored higher than district and state averages there was a failure to improve to expected levels and that expected levels are not clearly stipulated.
* Mark Tolley noted that both the growth of lowest performing students and highest performing students were low for CIS this past year.
* Mark Tolley further reported that PED is missing CIS’ OTL (Opportunity to Learn) surveys even though they were done.
* Mark Tolley reported that even though CIS students in the 11th and 12th grades are enrolled at CNM or UNM, CIS received no points for College and Career Readiness.
* Mark Tolley reported that CIS received no points for having a graduating cohort.
* Mark Tolley reported that student attendance rate decreased points for CIS.

Mark Tolley reported that he is still analyzing the testing data to identify the areas in need of improvement. Mark Tolley further reported that he wrote and submitted an appeal of the D grade.

G) Other Business/ GC Member Comment: Stacy Blackwell reported that Mark Tolley has been quite busy dealing with issues brought up in the SAC and seems to be doing a good job.

H) Adjournment

Joe Lopez moved to adjourn the meeting. John Emerson seconded. There was no opposition. The meeting was adjourned at 5:58pm.

The next regular meeting of the Governing Council will be on October 12, 2016 at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113