**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

March 8, 2017 – 5:00 p.m.

APPROVED MEETING MINUTES

1. Call to Order

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

1. Roll Call

Present were Stacy Blackwell, Joe Lopez, Rhonda Ledbetter, and Robin Yoder.

Absent was Justin Sawyer and John Emerson arrived at 5:03pm.

Also present were, CIS Head of School, Mark Tolley, CIS teacher Ana Perea, CIS teacher Nicole Montague, ,and CIS Assistant to Head of School Tara Armijo-Prewitt.

Amanda Bassett arrived at 5:20pm.

1. Adoption of agenda March 8, 2017 meeting.

Robin Yoder moved to adopt the March 8, 2017 agenda. Rhonda Ledbetter seconded. There was no opposition. Action approved.

1. Approval of minutes for the February 8, 2017 meeting.

Joe Lopez moved to approve the February 8, 2017 meeting minutes. Rhonda Ledbetter seconded. There was no opposition. Action approved.

1. Public Comment: No public comment was offered.
2. **Corrales International School Financial Update**

Rhonda Ledbetter noted that there were no BARs to present.

* 1. BARs\*
     1. None
  2. Payroll & Accounts Payable Payment Vouchers\*
     1. February 2017

Joe Lopez moved to approve the payroll and accounts payable vouchers as presented. Rhonda Ledbetter seconded. There was no opposition. Action approved.

* 1. Financial Statement Reports ‐ as of February 28, 2017
     1. Financial Analysis
     2. Bank Reconciliation

The Finance Committee reviewed the financial analysis and bank reconciliation in a prior meeting and found nothing of concern requiring discussion.

* 1. Other
     1. Projected Capital Resources for Building Purchase
     2. Journal Entries

\* Requires board approval

1. GC Business
   1. Consideration of Addition of Amanda Bassett as new CIS Governance member. (Discussion/Action)

Rebekah Runyan reported that Amanda Bassett would be late to the meeting. Stacy Blackwell called for a motion to accept Amanda. Robin moved to approve Amanda Bassett as a new GC member. Rhonda Ledbetter seconded. There was no opposition.

* 1. Consideration of Approval of 2017-2018 Corrales International School Resolutions.(Discussion/Action)

Mark Tolley introduced each resolution to the GC.

* + 1. John Emerson moved to approve the Assurance of reporting requirements resolution, the Conflict of Interest resolution, the Volunteer pledge and the Open Meetings Act resolution. Joe Lopez seconded. There was no opposition. Resolutions approved.
  1. Consideration for the Approval of a date change for the April Governance Council Meeting. (Discussion/Action)

Mark Tolley noted that the 2017-18 budget as well as the calendar and requested that the April meeting be rescheduled by one week to allow for preparation of the budget.

* + 1. Proposal to move meeting date from April 12, 2017 to April 19, 2017.

Amanda Bassett moved to adjust the date to the next GC meeting to April 19, 2017. John Emerson seconded. There was no opposition. Action approved.

1. Head of School update, Mark Tolley
   1. Consideration of an Amendment to the current charter agreement with Albuquerque Public Schools. (Discussion/Action)
      1. Increase in Enrollment

Mark Tolley noted that in 2013 CIS had an amendment approved by APS to include 11th and 12th graders as dual enrollment students. Mark Tolley reported that a greater increase in overall students to 300 students to accommodate those students moving up as well as the new group of kindergarten students. Joe Lopez moved to approve the charter amendment to APS. John Emerson seconded. There was no opposition.

* 1. Update
     1. Legislative

Mark Tolley reported that Thursday, SB30 passed through Senate Finance but the small school size adjustment language was removed and further reported that SB247 noted at that time that it had been tabled. Mark Tolley further reported that SB247 appears to have been resurrected today which could mean an approximately $150,000 decrease in the CIS budget. Mark Tolley further reported that the SEG has decreased significantly and this represents approximately $11,000 less each month for the rest of the current school year. Mark Tolley reported that the unit value may increase for next year (released by April 7th) and if APS approves the charter amendment there will be more students and more funds.

* + 1. School

Mark Tolley reported that the CIS 11th grade class visited the NM Legislature last Friday to present their bill with Senator Sapien and also met with Matt Montano from PED who invited the students to meet again later to present parts of the bill to the Secretary of Education Skandera. Mark Tolley reported that the students were interviewed by KNME’s NM in Focus which will air on Friday.

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

Stacy Blackwell reported that the GC is already covered by the NMPSIA insurance. Stacy Blackwell welcomed Amanda Bassett to the GC. Amanda Bassett reported that she is pleased to participate and would like to arrange a tour.

1. Adjournment

Robin moved to adjourn the meeting. Rhonda Ledbetter seconded. There was no opposition.

The meeting was adjourned at 5:57pm.

The next regular meeting of the Governing Council will be on April 19, 2017 at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113