**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

February 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, Justin Sawyer.

1. Roll Call

Justin Sawyer, Stacy Blackwell, John Emerson and Rhonda Ledbetter were present.

Joe Lopez arrived late at 5:06 pm.

Robin Yoder was absent.

Mark Tolley, Ana Perea, Nicole Montague, Rebekah Runyan, Amanda Bassett and Tara Armijo-Prewitt were also present.

1. Adoption of agenda February 8, 2017 meeting.

John Emerson moved to adopt the agenda. Stacy Blackwell seconded. There was no opposition.

D. Approval of minutes for the January 18, 2017 meeting.

Stacy Blackwell moved to approve the January 18, 2017 meeting minutes. Rhonda Ledbetter seconded. There was no opposition.

E. Public Comment: No member of the public made comment.

F. CIS Finance and Budget Report

Rebekah Runyan reported that there were no BARs presented and noted that pg 2 is the accounts payable listing and pg 3 of the finance packet lists the payroll voucher listing for January 2017.

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

BARS: No bars were presented.

**II. FINANCIAL STATEMENT REPORTS AS OF JANUARY 31, 2017**

\* Budget Analysis

\* Budget to Actual – Expenditure and Revenue

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

\* Balance Sheet

 Rebekah Runyan reported that the finance committee met and reviewed all of the items listed.

 Justin Sawyer inquired whether going forward these items will be individually listed on the agenda. Joe Lopez noted that the standard protocol is for the chair of the finance committee to give a quick summary of what was reviewed in the meeting and field any questions. Rhonda Ledbetter noted that Robin Yoder should resume this role going forward.

Rebekah Runyan noted that approximately $328,000 may be available by the end of the school year. Mark Tolley noted that operational carryover for a building fund may be seized by the state, though he noted that he is hopeful it will not. Joe Lopez noted that any time you carry a balance you run the calculated risk of the funds being taken in an economic crisis situation, though the legislature tries to protect schools, it is sometimes necessary.

**III. BANK RECONCILIATION REPORTS**

\*JANUARY 2017

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

\* Accounts Payable Listing – January 1, 2017 – January 31, 2017

John Emerson moved to approve the accounts payable listing for January 2017. Rhonda Ledbetter. There was no opposition.

\* Payroll Voucher Listing – January 1, 2017 – January 31, 2017

John Emerson moved to approve the payroll voucher listing for January 2017. Stacy Blackwell seconded. There was no opposition.

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

\* Journal Entries – January 1, 2017 – January 31, 2017

 G. GC Business

 Mark Tolley noted that there is money available to pay for GC trainings through the Charter School Coalition.

 Stacy Blackwell inquired whether the GC holds liability insurance. Joe Lopez noted that it may already be folded into the NMPSIA insurance. Mark Tolley stated that he would inquire with NMPSIA. Justin Sawyer suggested adding an action/discussion item to a future agenda regarding liability insurance.

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

1. Legislative update.

 Mark Tolley reported that he was in Santa FE Monday morning for the senate Education Committee considering SB30 looking at the funding formula and addressing the small school size adjustment. Mark Tolley noted that the unions and the League of Women Voters spoke in favor of the bill while the Coalition and a few Heads of Schools, including Mark Tolley spoke in opposition. Mark Tolley further noted that the bill did pass and that some disheartening discussion by the committee members occurred regarding charters trying to ‘game the system’ and get more money than other public schools and noted that Senator Morales also referenced the threat of lawsuits for the small size adjustments being used for charters when it was originally created to support small rural districts.

Mark Tolley reported that Lisa Tiger, a CIS MYP teacher, has a government class that has written a bill to address teacher evaluations and testing for the legislature and Senator John Sapien has agreed to sponsor the bill, which will hopefully drop next week.

2. School/lottery update

Mark Tolley reported that the school lottery is upcoming and we are currently at enrollment of 261 (with 258 at the last reporting period, which averages at under 260). Mark Tolley reported that almost 230 out of the 260 existing families have responded that they are returning.

Mark Tolley reported that at charter reauthorization he will be requesting an enrollment cap increase to 300 to accommodate the growing high school enrollment with advancement.

Stacy Blackwell offered to attend the lottery and inquired about the date and assessed she will be able to attend February 22, 2017 at 4pm.

Stacy Blackwell inquired whether CIS has a policy to exclude students that have been previously expelled. Mark Tolley noted that this would likely be a case by case consideration but he may work on a policy to bring to the board in the future.

Joe Lopez agreed that a policy addressing this may be needed though he noted that some type of compassionate assistance for parents seeking help in these situations should be considered.

Mark Tolley noted that his former job at Student Services at APS included compiling information regarding different charter schools and how they met the needs for different types of students and reported that he has taken this approach here when needed but noted that the city should provide this type of service.

Stacy Blackwell reported that Mark Tolley sent out a letter to parents regarding the legislature and inquired whether any feedback exists on this. Mark Tolley noted he heard from parents that they were reaching out to legislators but has heard nothing from legislators directly.

1. Other Business/ GC Member Comment:

Stacy Blackwell introduced Amanda Bassett who is interested in joining the Governing Council. Amanda Bassett reported that she is a native New Mexican, born and raised in Edgewood NM and attended Eastern NM University in Communications and currently works for at the School of Medicine while studying for her MBA. Amanda Bassett learned of CIS through Rebekah Runyan and is very excited to participate on the board and is a big proponent of cultural diversity and bilingual education and will be travelling to Morocco and Spain through the Executive MBA program this fall.

J. Adjournment

Joe Lopez moved to adjourn the meeting. Stacy Blackwell seconded. There was no opposition. The meeting was adjourned at 5:47pm.

The next regular meeting of the Governing Council will be on March 8, 2017 at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113

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