**Corrales International School**

Governing Council Regular Meeting

5500 Wilshire Ave. NE

Albuquerque, NM 87113

APPROVED Meeting Minutes

August 10, 2016 – 5:00 p.m.

1. Call to Order

Stacy Blackwell called the meeting to order at 5pm.

1. Roll Call

Stacy Blackwell, Justin Sawyer, John Emerson, Joe Lopez, Rhonda Ledbetter were all present. Also present were Robin Yoder, Mark Tolley, Rebekah Runyan, Lee Blankenship, Kim Romero, Ana Perea, Nicole Montague and Tara Armijo-Prewitt were also present.

No GC board members were absent.

1. Adoption of agenda August 10, 2016 meeting.

Moved to adopt the agenda for the August 10, 2016 meeting. Justin Sawyer moved to adopt the agenda. Joe Lopez seconded. There was no opposition.

1. Approval of minutes for the June 10, 2016 meeting. There was no July 2016 meeting.

John Emerson moved to adopt the minutes of the June 10, 2016 meeting. Rhonda Ledbetter seconded. There was no opposition.

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

Stacy Blackwell introduced Robin Yoder, who the recruitment committee recommended as our new parent GC member. Robin Yoder discussed being a state employee with children at CIS for the past 4 years.

Action Proposed-Vote on approval of the new members

Justin moved to approve Robin Yoder as a member. John Emerson seconded. There was no opposition. Stacy Blackwell reported that Robin Yoder will participate in the facilities committee.

* 1. Finance Committee membership

Action Proposed-Vote on Finance Committee member appointment

Robin Yoder volunteered to participate in the Finance Committee. Joe Lopez moved to approve Robin Yoder as a Finance Committee member. John Emerson seconded. There was no opposition.

1. Head of School update, Mark Tolley

Mark Tolley introduced himself to the group as a native New Mexican and noted that he has been a principal at the elementary, middle school and high school levels and has worked in both the traditional and charter school systems.

Mark Tolley reported that he attended IB training over the summer and learned a lot and noted that IB is very exciting. Mark Tolley reported that APS food service will be providing lunch service and that food will be cheaper than the previous vendor. Mark Tolley reported that the staff has been working very hard during this past week and that Ana Perea and Sheley Wimmer have been doing a great job guiding the new teachers with IB.

1. Finance- Rebekah Runyan, Business Manager
   1. Presentation of BARs

Rebekah Runyan presented 10 BARs and noted that the original budget was based on the estimated cash carryover and now the actual carryover requires integration into the budget, with reserves closer to $81,000. Rebekah Runyan noted the CIS budget is currently at approximately 86% spent or encumbered.

1. Action Proposed-Vote on approval of BARs

Justin Sawyer moved to approve BARs 1-10. Joe Lopez seconded. There was no opposition. Action approved.

* 1. Presentation of AP Vouchers

Rebekah Runyan presented the June and July AP vouchers

1. Action Proposed- Vote on approval of AP vouchers

Justin Sawyer moved to approve the AP vouchers for June and July. John Emerson seconded. There was no opposition. Action approved.

* 1. Presentation of Payroll Vouchers

Rebekah Runyan presented the payroll vouchers for June and July.

1.) Action Proposed- Vote on approval of Payroll Vouchers

Justin Sawyer moved to approve Payroll Vouchers for June and July. Robin Yoder seconded. There was no opposition. Action approved.

* 1. Presentation of Fixed Asset Dispositions

1. Action Proposed- Vote on approval of Fixed Asset Dispositions

Rebekah Runyan presented the list of fixed assets that are damaged and require disposal.

Justin Sawyer moved to approve the disposition of the fixed assets. Joe Lopez seconded. There was no opposition. Action approved.

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

John Emerson inquired whether the training for GC members has been scheduled yet.

Stacy Blackwell reported that she recently attended a local free, well-done PED training and another is upcoming in September and recommended other members attend.

Stacy Blackwell encouraged the GC members to attend the upcoming Meet and Greet on Friday from 4-7pm.

1. Adjournment

Joe Lopez moved to adjourn the meeting. John Emerson econded. There was no opposition. Action approved.

The meeting was adjourned at 5:50 pm.

1. The next regular meeting of the Governing Council will be on September 14, 2016 at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113

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