

**Corrales International School**  
Governing Council Regular Meeting  
5500 Wilshire Ave. NE  
Albuquerque, NM 87113  
November 8, 2017 – 5:00 p.m.

**DRAFT** meeting minutes: not the official minutes and are subject to approval by the public body.

A. Call to Order 5:01pm

Roll Call: Stacy Blackwell, Justin Sawyer, Rhonda Ledbetter, Robin Yoder-Kear, Mark Tolley (HOS), Rebekah Runyan (Business Office)

Absent: Joe Lopez

Kimberly Romero (Scribe)

B. Adoption of agenda, November 8, 2017 meeting.

Motion Stacy

2<sup>nd</sup> Robin

Discussion

No Opposition

Passed

C. Approval of minutes for the October 11, 2017 meeting.

Motion Stacy

2<sup>nd</sup> Rhonda

Discussion

No Opposition

Passed

D. Public Comment: This is an opportunity for members of the public to address the Governing Council ("GC") for up to 5 minutes with comments or issues, whether or not they are posted on the agenda. The Chair may reduce the time for each participant to speak to ensure adequate time to conduct GC business. The GC, by law, cannot take action or have any discussion or deliberation on any presentation made to it concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.

Tara Armijo-Prewitt – submitted multiple requests for information regarding certain documents as we are a public entity to share those documents. Ms. Prewitt noted that she was informed that the documents were not available to be shared. She stated that this was inappropriate as the ‘delivery of documents should not be contingent on what I as a member of the public might do with them’. The last finance committee meeting, met with a quorum and she stated that she was told that she could not go into the meeting, ‘not for long but it did happen’. She found this to be inappropriate. She claims she is still waiting to hear back regarding the packets she has requested.

**F Corrales International School  
Financial Update**

**A. BARS\***

	<u>BAR #</u>	<u>Fund Description</u>	<u>Type</u>	<u>Amount</u>
1	001-028-1718-0012-IB	Lease Assistance	Initial Budget	\$ 191,425
2	001-028-1718-0013-I	Title II	Increase	\$ 15,589
3	001-028-1718-0014-I	Dual Credit Materials	Initial Budget	\$ 2,067
	001-028-1718-0015-T	IDEA-B	Transfer	\$ -
	001-028-1718-0016-IB	CSI	Initial Budget	\$ 9,000

**B. Accounts Payable Payment Vouchers\***

1 October 2017

**C. Financial Statement Reports - as of October 31, 2017**

- 1 Financial Reports
- 2 Bank Reconciliation

**D. Other**

- 1 Current Capital Resources for Building Purchase
- 2 Journal Entries

\* Requires board approval

Discussion – 1<sup>st</sup> bar is for the lease assistance budget. The 2<sup>nd</sup> bar is for title II, this is an increase bar. This is an additional amount for training. The next bar is dual credit materials. Robin – have we had any claims for the fall semester for reimbursement on books for CNM or UNM are TBD for the spring semester. No not at this time. The next bar is a transfer bar. The last bar is for the CSI grant for afterschool clubs and sports. This is the initial budget for CSI.

Motion to approve all BARS as indicated - Robin

2<sup>nd</sup> Rhonda

No further discussion.

No Opposition

Passed

Motion to approve account payable payment vouchers – Rhonda

2<sup>nd</sup> Robin

Discussion: Accts payable payment vouchers: Two students, with Military parents, transferred out. The balance was paid back to the community foundation. PLTW: paid for teacher conference.

No opposition

Passed

Financial Statement Reports – as of October 31, 2017

Capital resources for building purchase (pg. 39)

- Property taxes (as of Oct. 31<sup>st</sup>, projected number)

Journal Entries

- No discussion

E. GC Business

1. Board Member Training (update)

- Discussion: several PED trainings available- list was provided to board by Mark Tolley. The trainings listed have time, date and place. More might be offered by the coalition but this is what is being offered by the PED. Ten hours are required. Needs to be completed by next June. A copy will be sent to Joe Lopez and the trainings can be found on the website.

2. Consideration for the Approval of a date change for the December Governance Council Meeting.

Motion to approve a date change for the December Governance Council meeting to December 6<sup>th</sup>, 2017 at 5:00pm. - Stacy

2<sup>nd</sup> Robin

- Discussion- Reason for change: APS meeting for renewal is the same night, December 13<sup>th</sup> starting at 4pm.

No Opposition

Passed

F. Head of School update, Mark Tolley

1. Charter Renewal events (discussion)

- APS Visit – began with discussion with list of things that wanted us to talk about. Told them a little about the school. Went very well. Round-table with teachers and students and then toured the school. It was a couple of principles, Judy Bergs (financial), Joe Escobedo (Charter Director) and all feedback was positive. Presentation night at APS also went fine. Mark Tolley spoke of the program and the positive impact of the school. Nice presentation with Kim Romero and Ana Perea. Several other schools were there to speak as well for their schools. By the 13<sup>th</sup> of December I will know what the recommendation is and then we will move forward. Should more GC members be there...No just a couple should be fine.

2. Consideration for Approval to Adjourn to Executive Session Pursuant to the Open Meetings Act, NMSA 1978, § 10-15-1 (H) (7) for the Purpose of Discussion of possible litigation.

Motion to consider GC adjourns to executive session

Robin

Stacy

Discussion: no discussion-attorney client privilege -

Roll Call Vote: Stacy Blackwell, Robin Yoder, Justin Sawyer

Motion to go through roll call, as nothing was discussed other than what is provided under noted section 10: Pursuant to the Open Meetings Act, NMSA 1978, § 10-15-1 (H) (7) for purposes of discussing possible litigation

Robin

2<sup>nd</sup> Stacy

Roll Call votes: Robin Yoder, Stacy Blackwell, Rhonda Ledbetter, Justin Sawyer

### 3. Program update (discussion).

- Choice Fair: our program is built on three main principles (-Bilingual (BME program, PLTW)

- IB – Umbrella of the program – global focus built on every year

- PYP – presentation - Exhibition

- MYP building personal project

- weaker and working to strengthen...we already see it working and have more work to do.

- Bilingual – strong in PYP through 5<sup>th</sup> grade. 6<sup>th</sup> grade has worked hard with the exhibition and it continues to get stronger. MYP – looking to make it stronger. Receiving Spanish and Chinese. Possibility of making Rosetta Stone an additional resource for Spanish. We are working with ability level in math. Spanish piece needs some changes and we are working on making it stronger. We want to work on making our students stronger bilingually. We might need to make some program or staff changes to accomplish this.

- PLTW – strong program. Students are able to transfer what is learned into CNM and UNM.

- Audit next week for Perkins. Students are working hard in different aspects of science broadening their scope of learning.

We are looking at pushing our PLTW into our primary years so they are receiving it earlier. The older students are very involved in the PLTW program.

We will start accepting applications December 1<sup>st</sup>. It is hard for parents to hear that we don't have more room. Open enrollment systems can be a great option for Albuquerque. We have several people wanting to get their kids into our school-another reason for needing to grow. We are something different for kids who need it or want it.

We do have a strong program but there is always room to improve. We need to improve in the upper grades. We need to decide what we are at the middle school. What is our focus and what is our selling point. Some things we can't do and some things we can do a lot better. We have a couple of teachers looking into partnering with careers and other businesses for our students. Kinder here is fairly traditional except when parents see Kinder and 90% is in Spanish can scare some parents at first. Reading scores dip in Kinder and 1<sup>st</sup> and then we see a tremendous gain in 2<sup>nd</sup>/3<sup>rd</sup>. MYP – one class per grade level, they stay together. Middle school is safe here. Special Education-does a great job, our Social Worker does a great job. In 8<sup>th</sup> grade, students begin taking high school credit classes (1 year earlier). Most of our kids handle it well most of the time. It is harder to take students above 8<sup>th</sup> grade as they are a year behind in our program. They take classes with us in 8<sup>th</sup> grade and be right on track. They are still taking the same classes academically as a 9<sup>th</sup> grader. Some students have gone to the bigger high schools for the sports or extracurricular. We have lost a couple to Sandia's diploma program. That is a hard sell since they are nearly finished with high school and now go to do two very hard and rigorous years in the diploma program. The students who finish with us go to UNM and CNM and only take two or three adjunct courses with us. We don't typically lose students because their schedules are much more flexible. Positive changes will need to be made to continue to move forward. It is important to decide if this program. We have one student graduating with her associate's degree this year. Tuition is paid while students are in dual enrollment. We need to make a real commitment that if they can't follow the program it is probably not the program for them.

By acquiring a bigger building, and doubling the amount of students in PYP, naturally growing the MYP would allow for more differentiation, meeting the needs of students who want to accelerate or follow a traditional model. This would potentially help students if we had two teachers in particular subject to

differentiate for their needs. The smaller we are the harder it is to schedule students and differentiate as there are more options. With the current waitlist we could probably increase our PYP right away. This would make our program overall stronger. We could have two Spanish teachers to differentiate for students providing differing levels. It would give more options all around.

Robin: Theoretically: makes sense but space...we need a bigger building. Everything sounds great but are we going to look.

Mark: we are already looking at buildings and are looking at ideas. There was a couple of options, the first was not viable as it was not big enough. The second was a building off of Jefferson and could be viable. There are a lot of variable to consider space wise and financially.

We also have to consider the small school size adjustment-we need to grow so we are not dependent on that money from the state.

Robin: what would adequate space be and price?

Mark: Not exactly sure but can give you an estimate of needing twice the size of the building we are already in. It would be nice to have space for students outside, grass, gym, etc. Even the space next to the current building would probably not be big enough to add space, not to mention not a long term solution. It would be nice to have space for grass and a gym.

Robin: not a viable long-term solution. (portables/size, etc)

Mark: Still looking for a space accessible to the community we serve in the area we exist now or at least close.

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

Stacy: with lottery the first week of February, can we discuss the plan moving forward with getting a bigger building.

Mark: we need to work with our program and building what we do, strengthening our MYP over the next year before we do that.

Robin: not viable for this next year as other things need to happen.

Mark: probably looking at 2020 as there are also state requirements before we can move forward.

Stacy: Can we add one more Kinder next year

Robin: you have to be ready to move within 12 months because at that point you are committed.

Mark: this is why we need to have these conversations. I will be looking at possibilities and what the state will need. We need to look at the life of the entity. This should outlive all of us if we do it right.

Robin: building: weeds around the school...could look cleaner. Can we do something about this?

Mark: I will work on it.

H. Adjournment

Motion to adjourn: Stacy

2<sup>nd</sup> Rhonda

No Discussion

No opposition

All approved

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

**"If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the CIS Head of School at 505-344-9733 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the CIS Head of School at 505-344-9733 if a summary or other type of accessible format is needed."**