

Corrales International School
Governing Council Regular Meeting
March 20, 2013 – 5:00 p.m.
Corrales Village Library
84 W. La Entrada
Corrales, NM 87048

APPROVED MEETING MINUTES

- A. Call to Order
The meeting was called to order at 5:04 pm by GC Secretary, Linda Parker.
- B. Roll Call
Present were John Emerson, Marty Mathisen, Kaaren Allen, Linda Parker, Jennifer Salisbury. Yasine Armstrong arrived at 5:10pm and Carl Grending arrived at 5:16pm.
Also present were Dr. Diaz (CIS Head of School), Diane Gunn Miles (CIS Business Manager), Tara Armijo-Prewitt (minute-taker)
Members of the public present were Gaby Escobedo (CIS Kindergarten teacher), Romie Oselio (CIS Kinder EA), Megan Walsh (CIS PTA President), Stacy Blackwell (CIS SAC Chair), and Katie Hutchinson (CIS Foundation President)
Linda Parker left at 5:28pm
- C. **Action Proposed** – Adoption of agenda for March 20, 2013 meeting.
John Emerson moved to adopt the agenda as presented for the March 20th, 2013 meeting. Jennifer Salisbury seconded. There was no opposition. **Action approved.**
- D. **Action Proposed** – Approval of minutes for February 13, 2013
Jennifer Salisbury moved to approve the February 13, 2013 minutes as presented. John Emerson seconded. There was no opposition. **Action approved.**
- E. Public Comment:
Megan Walsh, President of the CIS PTA, addressed the GC reporting that there are currently 73 PTA members. Megan Walsh further noted that the Permaculture Program has been deeply enriched this school year with the hire of permaculture specialists. Megan Walsh further reported that the PTA will host a summer program offering morning Spanish immersion with science and math and an English language cultural exploration afternoon session. Megan Walsh further noted that the PTA provides for field trips, clubs, provided the new safety fence, coordinates snacks for testing days, as well as parent workshops in the Nurtured Heart Approach. Dr. Diaz noted that the PTA supports needy families in a number of ways including lunch and childcare.
- Stacy Blackwell, School Advisory Committee Chair, reported that the SAC recently addressed a revision of the uniform policy as well as the upcoming 2013-14 school year calendar. Stacy Blackwell further noted that the SAC seeks input from parents across all grades on each issue. Stacy Blackwell reported on feedback from MYP parents regarding concerns for reorganizing the MYP block schedule to allow for math and science classes to meet daily instead of 3 days a week.
- Katie Hutchinson, President of the CIS Foundation, handed out the recent newsletter and updated the GC on current projects that the foundation is working on. Katie Hutchinson reported that there will be an auction dinner on May 23rd there is an ongoing brick sale fundraiser and approximately a dozen bricks have been sold to date, and a CIS parent has coordinated a Kids Triathlon in conjunction with the MS Society. Katie Hutchinson presented a flyer that has been sent out to CIS families requesting some type of commitment of involvement in the auction dinner fundraiser as well as a donation request form and request letter.
- Jennifer Salisbury encouraged all GC members to attend the auction dinner production of The Producers at Albuquerque Little Theater. Yasine Armstrong reported that she is impressed with the foundation website (www.cisfoundation.com) which was put together by Tammy Spatz.
- F. Finance
- i) Budget Update – Diane Gunn Miles, Business Manager
Marty Mathisen noted that the Finance Committee met today at 4:30 pm and discussed some new money and a new schedule. Diane Gunn Miles reported that CIS has additional \$3200 from IDEA-B, a donation of \$436 and \$4695 as an SB-9 allocation, \$3942 for Title II (training for teachers and administrators) representing 4 of the 6 BARs presented. Diane Gunn Miles further noted that we have no outstanding expenses for reimbursement from PED.
Marty Mathisen reported on the checks written as well as deposits since the previous GC meeting and noted that this practice was recommended at the recent training he attended.
- ii) **Action Proposed** – Approval of BARS
51, 52, 53, 54, 55, 56, 57 (APS has not yet entered this BAR, regarding Title II) funds. Jennifer Salisbury moves to approve BARS 51-57. John Emerson seconded. There was no opposition. **Action approved.**
Jennifer Salisbury requested a projection on the remaining carryover expected at the end of the year. Dr. Diaz noted that the carryover is expected to be approximately \$130,000 - \$150,000. Dr. Diaz noted that Diane Gunn

Miles will present the budget at the April GC meeting and it may be based on this year's SEG as the 2013-14 SEG has yet to be established.

Jennifer Salisbury queried whether a stipend for teachers will be made available this year. Diane Gunn Miles noted that there was a stipend paid this year based on curriculum development beyond that required by the contracted job descriptions. Yasine Armstrong and Jennifer Salisbury both requested that Dr. Diaz make a recommendation to the GC on a stipend amount for the next budget.

G. Governing Council

- i) GC Training Reflections from Marty Mathisen and John Emerson
Marty Mathisen distributed handouts "Charter School Training Stand Out Items" from his recent training and noted that a minority of charter schools is successful for many reasons and this failure annoys legislators and challenges funding opportunities due to resulting negative public perceptions of charter schools. Marty Mathisen further recommended the book "Start with Why" as a reference for clarifying missions.
John Emerson concurred with the points presented by Marty Mathisen and noted that he received useful information on what is allowed for executive session.
- ii) Technology Committee Report—John Emerson
John Emerson noted that there are many very knowledgeable members on this committee. John Emerson noted that the domain name has changed for Corrales International School to corralesis.org and the staff emails have changed as well. John Emerson reported that the facility needs significantly more electrical power as well as computing power. Carl Grending noted that this would be a very expensive fix for the owner of the building and that the potential facility site has plenty of power available. John Emerson further noted that by 2014-2015 computing needs will be significantly higher as state testing is projected to be paperless.
- iii) Facility Search Update
Carl Grending reported that the owner of the potential facility is getting comfortable with the idea of being involved in a school relationship. Carl Grending further reported that the owner of the Singer Blvd facility has started discussion with Carl Grending on purchasing the current facility in which renovations and additions would be CIS' responsibility. Jennifer Salisbury noted that this would put CIS on the list for public school funding.

H. Head Administrator's Report – Dr. Elsy Diaz

- i) Charter Reauthorization-Contract Update
Dr. Diaz noted that she and Jennifer Salisbury have met multiple times with Mark Tolley of APS but he has not provided a new contract as of yet.
 - a) UNM/CNM Concurrent Enrollment Opportunities
Dr. Diaz reported that she had a visit from a CNM representative that discussed the opportunity of dual credit for CIS students resulting in an Associates Degree by the time they graduate from CIS. Dr. Diaz proposed that enrollment be increased to 260 students to include those students that successfully complete our MYP program and continue with dual credit enrollment at CNM or UNM and those students take one class at CIS (zero hour or after school are both additional options). Jennifer Salisbury queried how many CIS students would be interested in this type of program. Dr. Diaz noted there are currently 3 students of the 9 currently in 10th grade that have expressed interest in taking the dual enrollment next year. Jennifer Salisbury noted that Mark Tolley reacted positively to this proposal.
- ii) Charter Amendment for 11th and 12th grades through Concurrent Enrollment
Dr. Diaz noted that the proposed amendment would allow CIS to become a degree granting school and would be responsible for mentoring those students through the process. Yasine Armstrong noted concern regarding adding another layer of complexity to the MYP given the current difficulties faced for reauthorization. Jennifer Salisbury expressed concern that this amendment could represent a baby step toward offering a full-fledged high school at CIS without an appropriate discussion about that. Carl Grending noted that the constraints of the proposed facility would not allow for a full high school option. Jennifer Salisbury reported being impressed with a recent discussion she had with a CIS 10th grader about her plan to become an LPN by graduation and be able to go to work while pursuing her nursing degree after high school.
 - a) **Action Proposed** – Approval of Charter Amendment
Dr. Diaz presented the amendment as: Students successfully completing 10th grade at CIS (MYP Standards/Principles) may continue and graduate from CIS if they are enrolled in a New Mexico concurrent enrollment program.
Jennifer Salisbury moved to approve the amendment as presented. Marty Mathisen seconded. There was no opposition. **Action approved.**
- iii) MYP UPDATE
Dr. Diaz noted that CIS has an advertisement on the IB website for an experienced MYP instructor, and that she is considering adding administrative support for MYP IB. Dr. Diaz further reported that she will be attending an IB training in April and will report back to the GC on that in May.
Dr. Diaz listed budget priorities including the support previously mentioned as well as hiring another MYP teacher, interactive media devices, computers, funding the move or remodel of the facility.
- iv) NMSBA Testing Schedule
Dr. Diaz presented the current testing schedule.
- v) Dress Code Policy Changes
 - a) **Action Proposed** – Approval of Dress Code Policy Changes
Dr. Diaz presented the small policy changes including Friday jeans of any color, hoodies as long as hoods are not worn inside.

Jennifer Salisbury moved to approve the dress code policy changes. Carl Grending seconded. There was no opposition. **Action approved.**

- I. Other Business/ GC Member Comment: This is an opportunity for any GC member to make a comment. Kaaren Allen thanked everyone who participated in the administrator's evaluation this year.
- J. Closed session: Update on facility search. Jennifer Salisbury moved to enter closed session at 6:50 pm. Carl Grending seconded. There was no opposition. **Action approved**
- K. The next regular meeting of the Governing Council will be on April 10, 2013 at 5:00 pm and will take place at the Corrales Senior Center, 4320 Corrales Rd., Corrales, NM 87048.
- N. Adjournment. The meeting was adjourned at 7:00pm.