

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
December 12, 2022 – 5:00 p.m.

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

1. Call to Order 5:00 pm
2. Roll Call: Lily Perez, Raj Shethia, , John Roumpf, Sheley Wimmer (5:07 pm), Mark Tolley (Head of School), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)
Absent: Ana Perea (Vice Principal), Rhonda Ledbetter
3. Adoption of agenda, December 12, 2022
Motion Lily P
2nd John R
Discussion: n/a
No opposition
Motion Passed
4. Approval of minutes for the November 14th, 2022
Motion Lily P
2nd John R
Discussion: #8 removal of notes/comments from closed meeting
No opposition
Motion Passed
5. 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. N/A

6. Finance Update

A. <u>BARS*</u>				
	BAR #	Fund Description	Reason/Type	Amount
1	2223-0006-D	24330 - ARP ESSER III	Decrease based on final allocation	\$ (3,455.00)
2	2223-0007-I	24308 - ESSER II	Increase based on award letter.	\$ 3,009.00
B. <u>Accounts Payable Payment Vouchers*</u>				
1	November 2022			
C. <u>Financial Statement Reports - as of November 30, 2022</u>				
1	Financial Reports			
2	Bank Reconciliation			
D. <u>Other</u>				
1	Current Capital Resources for Building Purchase			
2	Journal Entries			

* Requires GC approval

Motion to approve BARS 2223-0006-D, (24330 – ARP ESSER III)

2223-0007-I (24308 – ESSER II)

Motion Lily P

2nd John R

Discussion: ESSER II increase. ESSER III decrease.

No opposition

Motion Passed

Motion to approve Accounts Payable Payment Vouchers (November 2022) with reclassification of funds.

Motion Lily P

2nd John R

Discussion: CNM bills school. Staples expenses: chrome books purchased. Original order. State match funds can only be used for technology.

No opposition

Motion Passed

Financial Statement Reports-as of November 30th, 2022

1) Financial Reports

2) Bank Reconciliation

Notes: Fund balances reviewed. Pg. 9 reviewed.

Other:

1) Current Capital Resources for Building Purchase

Notes: Cash balance all funds reviewed, actuals expenditures, (%'s), revenue vs actual budget, budgeted expenditures vs actual reviewed, cash balances as of November 30th reviewed, bank reconciliation reviewed, bank statement reviewed, capital resources for building purchase.

2) Journal Entries

Notes: Payroll hit 11/30 instead of 12/1. Permanent cash transfer of .99 cents, (last year),

7. GC Business

A. Charter Renewal, Contract

- APS board approved renewal for CIS. Met Wednesday, December 7th. 7-0 in favor of renewal for CIS for 5 years starting July 2023. Goals for next five years / contract signed soon.

B. Applications, Tours, Lottery

- opened December 1st. We have applications already and we will be having our 1st school tour this week. We have more scheduled. The lottery will be in February.

8. Head of School update

A. Building Search update

- Property near the old school location is not feasible. The price was raised on building, not conducive for all of our needs. January should open up more possibilities. Need to be prepared to move quickly once a building is found. Will be meeting again soon with realtor/developer. More opportunities have become available over the past months.

B. Calendar (2023-2024)

- working on next year's calendar. Slightly different from APS.

- Sickness is going around and noticeable with absences and students being sent home early when necessary.

- Kudos to special education department and business office for a job well done.

- Legislature leaning towards adding more time to school day. State is receiving additional funds. Waiting to see what is decided regarding these funds for the schools.

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

- Trainings: email sent, waiting for reply.

- APS has a new system for ordering lunches. Issues arise when parents order and don't pay. APS does not want to collect the funds but also does not want to reimburse the school if overpaid. Another option is to collect from our own families. Waiting to hear if the state will consider / approve free lunches again.

10. Adjournment 5:43 pm

Motion Lily P

2nd John R

Discussion: n/a

No opposition

Motion Passed

The next regular meeting of the Governing Council will be on January 9, 2022, at 5:00pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113 or Zoom remote as needed.

“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.”