

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
November 14, 2022 – 5:00 p.m.
FINAL meeting minutes

1. Call to Order 5:01 pm
2. Roll Call: Lily Perez, Raj Shethia, Rhonda Ledbetter, Mark Tolley (Head of School), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)
Absent: Ana Perea (Vice Principal), Sheley Wimmer, John Roumpf
3. Adoption of agenda, November 14, 2022
Motion Lily P
2nd Rhonda L
Discussion: n/a
No opposition
Motion Passed
4. Approval of minutes for the October 10th, 2022
Motion Rhonda L
2nd Lily P
Discussion: n/a
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>				
	<u>BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
1	2223-0004-IB	28211 - NM Schools Covid-19 Testing Program	Initial Budget	\$ 9,976.00
2	2223-0005-IB	31200 - Public School Capital Outlay	FY23 Lease Assistance Award	\$ 187,588.00
B. <u>Accounts Payable Payment Vouchers*</u>				
1	October 2022			
C. <u>Financial Statement Reports - as of October 31, 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 2223-0004-IB (NM Schools Covid 19 Testing Program),
2223-0005-IB (Public School Capital Outlay)

Motion Lily P

2nd Rhonda L

Discussion: 2 budget adjustment requests. Lease assistance is only assistance. It does not cover the entire amount of the lease.

No opposition

Motion Passed

Motion to approve Accounts Payable Payment Vouchers (October 2022)

Motion Lily P

2nd Rhonda L

Discussion: Check listing reviewed; T3 reviewed per board member request;

No opposition

Motion Passed

Financial Statement Reports-as of October 31st, 2022

1) Financial Reports

2) Bank Reconciliation

Notes: Reviewed Fund by Source fund balance; Cash balances; reviewed revenue; Lunches are no longer free unless a student qualifies; Cash by fund reviewed; bank reconciliation reviewed.

Other:

1) Current Capital Resources for Building Purchase

Notes: SB33/SB9 reviewed;

2) Journal Entries

Notes: reviewed journal entries, (reclassified account codes)

7. GC Business
 - A. Audit Results (Closed Session)
 - B. Student Issue (Closed Session)

Into Closed Session

I move that the Governance Council of Corrales International School convene in closed session to discuss audit results, that are not yet released, and a discussion involving personal identifiable information (student) as authorized by section 10-15-1 of the New Mexico Open Meetings Act.

Roll Call Vote

Lily Perez, Rhonda Ledbetter, Raj Shethia

Out of Closed Session

I move that the Governance Council reconvene in Open Session and that all matters discussed in the closed session were limited to only those specified in the motion for closure.

Roll Call Vote

Lily Perez, Rhonda Ledbetter, Raj Shethia

8. Head of School update
 - A. PTA, CIS Foundation
 - Brand new board; working on fundraisers, plan to come to the next board meeting.
 - B. Charter Renewal
 - Presented PPT to visitors, answered questions, school tour, round table with teachers, students.
 - C. Building Search update
 - working on a building/property. More information should come soon. Logistically making sure the building will work, (drop off/pick up, size, etc.).

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

n/a

10. Adjournment 5:28 pm

Motion Lily P

2nd Rhonda L

Discussion: n/a

No opposition

Motion Passed

The next regular meeting of the Governing Council will be on December 12, 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."