

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
February 13th, 2023 – 5:00 p.m.

FINAL Meeting Minutes

1. Call to Order 5:00 pm
2. Roll Call: Lily Perez, Raj Shethia, John Roumpf, Rhonda Ledbetter, (5:11 pm), Mark Tolley (Head of School), Ana Perea (Vice Principal), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)
Absent: Sheley Wimmer
3. Adoption of agenda, February 13th, 2023
Motion John R
2nd Lily P
Discussion: add date
No opposition
Motion Passed
4. Approval of minutes for January 9th, 2022 with change as noted in section 8B.
Motion Lily P
2nd John R
Discussion: Page #3 (renewal was signed; contract was not signed)
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.
Welcome of guests from PTA and Foundation. No public comment.

6. Finance Update

A. BARS*

	BAR #	Fund Description	Reason/Type	Amount
1	2223-0010-IB	Fund 24346 - IDEA ARP	To budget initial award.	\$ 7,430.00
	2223-0011-I	Fund 23000 - Non-Instructional Support	To adjust budget to actual cash as of 06/30/22.	\$ 7,897.00
	2223-0012-I	Fund 31600 - Capital Improvements HB-33	To adjust budget to actual cash as of 06/30/22.	\$ 4,601.00
	2223-0013-I	Fund 31701 - Capital Improvements SB-9	To adjust budget to actual cash as of 06/30/22.	\$ 3,908.00
	2223-0014-M	Fund 28211 - COVID 19 Testing Program	2XXX Function Maintenance	\$ -
	2223-0015-M	Fund 29102 - Private Dir. Grants	1000 Function Maintenance	\$ -
	2223-0016-M	Fund 24330 - ARP ESSER III	1000 Function Maintenance	\$ -
	2223-0017-M	Fund 11000 - Operational	2XXX Function Maintenance	\$ -
	2223-0018-M	Fund 11000 - Operational	1000 Function Maintenance	\$ -

B. Accounts Payable Payment Vouchers*

- 1 January 2023

C. Financial Statement Reports - as of January 31, 2023

- 1 Financial Reports
- 2 Bank Reconciliation

D. Other

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

* Requires GC approval

Motion to approve BARS 2223-0010-IB, (\$7,430.00)
 2223-0011-I (\$7,897.00), 2223-0012-I (\$4,601.00), 2223-0013-I (\$3,908.00),
 2223-0014-M \$(0), 2223-0015-M (\$0), 2223-0016-M (\$0), 2223-0017-M (\$0),
 2223-0018-M (\$0)

Motion John R

2nd Lily P

Discussion: New funding – special education (APS); cash carryover – true up budget (student activity fund increase); HB33; SB9; maintenance bars – budget line by line clean-up, (covid testing), lease assistance, special ed-related services, salary and benefits.

No opposition

Motion Passed

Motion to approve Accounts Payable Payment Vouchers (January 2023)

Motion Lily P

2nd John R

Discussion: Reviewed checks for month of January, Janitorial, (materials, fixing various things around the school, regular cleaning fee). Taxes are not reimbursed by school.

No opposition

Motion Passed

Financial Statement Reports-as of January 31st, 2023

- 1) Financial Reports
- 2) Bank Reconciliation

Notes: Reviewed fund balance by fund, cash balance all funds, operational liquidity is at 6, actuals expenditures, revenue, expenditures (current budget, encumbered, spent, what left), cash balance by fund, bank reconciliation, bank statement.

Other:

- 1) Current Capital Resources for Building Purchase
Notes: 2.4 million.

- 2) Journal Entries
Notes: can reclassify expenditures between funds, reviewed journal entries

7. GC Business

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A. Training

- Raj received an email for free online training. This is an option for all board members. Mark will forward the email to board members.

B. International Day

- scheduled for April 22nd from 11-1pm in person. Each classroom does research and presents a country; 5th grade exhibition will also take place; raffles.

8. Head of School update

A. Building

- a. Spoke with and meeting with realtor this week. Locations viewed discussed. Current location possibility being looked at. Space, fencing, drop-off, work needed, cost, tenants occupying part of building, issues with properties already looked at. Expanding search area. Building needs to start bigger than we have now. We need room to grow.

B. Legislature

- a. Foundations: standard lease agreements being considered; medical insurance bill (pay large portion of what employees have to pay), current proposal is 30% (schools would have to pay the difference, 70%); teacher salary increase (4-5% possible); extend school year (won't affect us too much since we have been doing extended learning); required credit decrease to graduate (from 24-22 credits), possibility of removing Algebra II / Financial literacy;

C. Other school updates

- a. Vaping, three students disciplined; pursued with law enforcement.
- b. Online issues with websites (blocked cites)
- c. Lottery: still getting applications
- d. New families will be provided with more consistent communication throughout the summer.

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

n/a

10. Adjournment 6:10 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 March 13, 2023 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.”