

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

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

1. Call to Order 5:00 pm
2. Roll Call: Raj Shethia, John Roumpf, Sheley Wimmer, Mark Tolley (Head of School), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)
Absent: Lily Perez, Ana Perea (Vice Principal)
3. Adoption of agenda, November 13th, 2023
Motion John R
2nd Sheley W
Discussion: n/a
No opposition
Motion Passed
4. Approval of minutes for October 9th, 2023
Motion Sheley W
2nd John R
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.
New potential board member present. No public comment.

6. Finance Update

A. <u>BARs*</u>				
	BAR #	Fund Description	Reason/Type	Amount
1	001-028-2324-0007-I	23000 - Non Instructional Support	To budget revenue through 10/31	\$ 2,269.00
B. <u>Accounts Payable Payment Vouchers*</u>				
1	October 2023			
C. <u>Financial Statement Reports - as of October 31, 2023</u>				
1	Financial Reports			
2	Bank Reconciliation			
D. <u>Other</u>				
1	Current Capital Resources for Building Purchase			

* Requires GC approval

Motion to approve BARS 23000-Non-Instructional Support (\$2,269.00). Student Activity Fund (Disney Academy) revenue received.

Motion Sheley W

2nd John R

Discussion: Reviewed BARS; Designated through optional codes available to the school.

No Opposition

Passed

Motion to approve Accounts Payable Vouchers October 2023

Motion Sheley W

2nd John R

Discussion: Reviewed checks for the month of October. Rosetta Stone used for students for language remediation and 6th grade. Is the 6th grade teacher bilingual? The teacher is not bilingual. National Honors Society.

No opposition

Motion Passed

Financial Statement Reports-as of October 31st, 2023

1) Financial Reports

2) Bank Reconciliation

Notes: Reviewed beginning and ending balances October 1-31st. Ended October with a fund balance of approximately 1.4m. Waiting for the lease assistance award. Reviewed cash across all funds, operational, actuals expenditure, revenue budget, expenditures, current capital resources for building, and bank statements. Last year with ESSAR III. Audit: 2 findings, minor (unavoidable). One for quotes, one for contract start date. Audit was clean. Still considered top performing.

Other:

- 1) Current Capital Resources for Building Purchase
Notes: capital resources reviewed

7. GC Business

- a. Training (John R)
 - i. Introduction of prospective Governance Council Member, Bruce Hegwer, (Discussion)
Mr. Hegwer has been in education for 40 years. Was also with ACES for some time as well. He is currently retired and willing to serve. Has been a teacher (BA/MA/PHD). Done several jobs within the school system. Also, part of the business sector for a while prior to education and has special education experience. Director of Charter School Association. His wife is also in education. Keeping busy with traveling and background in TV shows/movies.
Voting at next month's meeting.

8. Head of School update

- a. School Lunch Program update
Free for families, cost to the school. Waiting on reimbursement.
- b. CIS Performance 2022-23
NMVISTAS-new assessment platform information. Proficiency rates are increased amounts. The state has not released all of the information. Graduation rate 100%. What counts against us is if a student leaves during their high school career to another school, each school has to share the student in the rating. If they do not graduate from the school they transferred to, CIS takes a partial dip and the school they transferred to takes a dip. Math is higher than APS. We want to push that up more. Minority groups are too low to register. Reading improvement up 10%. Language Learner improvement up 12%. Science proficiency has always been incredibly high historically. The scores are not currently meeting with what is historical. We will be assessing this area of the assessment to see what the discrepancies are. These scores are still embargoed. We are waiting for them to be released. Attendance has been a struggle. We have not had issues with meeting the 95% attendance rate in the past. We are currently struggling at 88% for various reasons. Parents are taking vacations when school is in session, several sick days, etc.
- c. Academic and Assessment Plan
We are working with students on addressing specific needs of the students individually. I Ready also has a program to help teachers with remediation. We are working on positive reinforcement for test taking as students are skipping the reading and going straight to the questions to answer, guessing. They need motivation and understanding of the bigger picture (scores follow the students through their academic career). This is causing scores to go down.

d. Upcoming events

Student-Led Conferences, Parent-Teacher Conferences November 16-17th.

Thanksgiving break, November 20-24th. Winter break, December 22nd-January 9th. We will have a musical event for Christmas. The music teacher is working on this. There will not be a Thanksgiving lunch as APS scheduled it for the 16th and we do not have school that day.

Real Estate agent is working on possible new buildings.

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

- Possible new board member invited to next meeting (Sheley)

10. Adjournment 6:10 pm

Motion John R

2nd Sheley W

Discussion:

No opposition

Motion Passed

The next regular meeting of the Governing Council will be on December 11th, 2023, at 5:00 pm and will take place at 5500 Wilshire Ave. NE, Albuquerque, NM 87113, or remote using Zoom 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."