

**Corrales International School**  
Governing Council Regular Meeting  
5500 Wilshire Ave. NE  
Albuquerque, NM 87113  
October 9<sup>th</sup>, 2023 – 5:00 p.m.

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

1. Call to Order 4:55 pm
2. Roll Call: Raj Shethia, Lily Perez, John Roumpf, Sheley Wimmer, Mark Tolley (Head of School), Rebekah Runyan (Business Office), Kimberly Romero (Scribe)  
Absent: Ana Perea (Vice Principal)
3. Adoption of agenda, October 9<sup>th</sup>, 2023  
Motion John R  
2<sup>nd</sup> Sheley W  
Discussion: n/a  
No opposition  
Motion Passed
4. Approval of minutes for September 11, 2023  
Motion Lily P  
2<sup>nd</sup> 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.  
No public comment.

## 6. Finance Update

### A. BARS\*

	BAR #	Fund Description	Reason/Type	Amount
1	001-028-2324-0002-I	24330 - ESSER III	Increase	\$ 126,674.00
2	001-028-2324-0003-I	21000 - Student Nutrition	Increase	\$ 47,879.00
3	001-028-2324-0004-I	21000 - Student Nutrition	Increase	\$ 37,202.00
4	001-028-2324-0005-I	27107 - GO Bonds	Increase	\$ 5,482.00

### B. Accounts Payable Payment Vouchers\*

- 1 September 2023

### C. Financial Statement Reports - as of September 30, 2023

- 1 Financial Reports
- 2 Bank Reconciliation

### D. Other

- 1 Current Capital Resources for Building Purchase
- 2 Inventory Certification

\* Requires GC approval

Motion to approve BARS 24330-ESSER III, (Increase \$126,674.00), 21000-Student Nutrition, (Increase \$47,879.00), 21000-Student Nutrition, (Increase \$37, 202.00), 27107-GO Bonds, (Increase \$5,482.00).

Motion to approve Bars as listed.

Motion John R

2<sup>nd</sup> Sheley W

Discussion: Reviewed BARS; Student Nutrition is an estimate. Allocations are not provided for this. GO Bonds are for the library (books, technology, programs).

No Opposition

Passed

Motion to approve Accounts Payable Vouchers September 2023

Motion John R

2<sup>nd</sup> Sheley W

Discussion: Reviewed checks for the month of September. Digital libraries=Edgenuity.

No opposition

Motion Passed

Financial Statement Reports-as of September 30<sup>th</sup>, 2023

- 1) Financial Reports
- 2) Bank Reconciliation

Notes: Reviewed beginning and ending balances September 1-30<sup>th</sup>. Reviewed cash across all funds, operational, actuals expenditure, revenue budget, expenditures, current capital resources for building, and bank statements.

Other:

1) Current Capital Resources for Building Purchase

Notes: capital resources reviewed

2) Inventory Certification

Notes: reviewed current capital resources for building purchase.

## 7. GC Business

### a. Training

i. Raj sent out training log.

### b. New GC Members

i. Looking for a new board member not connected with the school. Cannot be a parent. Sheley might know someone who might be interested.

Looking for new members for the foundation.

## 8. Head of School update

### a. School Lunch Program update

i. Submitted today for September. No checks or refunds as of yet. The board will be updated at the next meeting if information is available at that time.

### b. Bilingual Test Scores

i. There is a reading and writing portion of the test. Scores increased from year to year with the exception of 7-8<sup>th</sup> grades. The scores appear to decrease in this area due to movement in those grades. We appear to be returning to the level we were at prior to the pandemic.

### c. Graduation Rates

i. Sent out in a program known as SOAP. Can't print or copy from program. They are not published. Our 4-year grad rate is in the 80% range. We are exceeding APS, and schools near us. When a student leaves during high school, the school they went to and CIS share the grad rate.

### d. APS and PCSNM

i. Administrator meeting: APS has taken charter school office in the board department. Schools of choice fair was originally started for charter schools. This year's fair, charter schools are not invited. APS is still down on numbers. Charter schools make up about 11,000 students, not all from APS. PCSNM is Public Charter Schools of New Mexico. They will have a spring charter school fair we will attend.

### e. Upcoming events

i. The building we looked at a couple of years ago, Singer and Jefferson. Looking at it again, serious possibility. Price has been reducing since it hasn't sold. Any type of build-out could be done. We are also looking at two other possibilities. In the past month, more properties have been coming available. We will need to meet with owner of our building by December to discuss lease.

ii. Audit exit on Friday

iii. Just completed Science night. Spirit week, week of Halloween. We are off Friday, October 13<sup>th</sup> for fall break.

iv. Sports has started. Working with students who are interested.

v. Knitting club starting soon.

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

10. Adjournment 5:40 pm

Motion John R

2<sup>nd</sup> Lily P

Discussion: n/a

No opposition

Motion Passed

The next regular meeting of the Governing Council will be on November 13<sup>th</sup>, 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."**