

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
January 8th, 2023 – 5:00 p.m.

FINAL meeting minutes

1. Call to Order 5:02 pm
2. Roll Call: Lily Perez, Bruce Hegwer, Mark Tolley (Head of School), Ana Perea (Vice Principal), Sammi Silva (Business Office), Kimberly Romero (Scribe)
Absent: Sheley Wimmer, Raj Shethia, John Roupf (quorum not met)
3. Adoption of agenda, January 8th, 2023
Motion n/a
2nd
Discussion: n/a
4. Approval of minutes for December 11th, 2023
Motion n/a
2nd
Discussion: n/a
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

Corrales International School
Financial Update
January 06, 2024

A.	<u>BARS*</u>			
	BAR #	Fund Description	Reason/Type	Amount
	1	None		
B.	<u>Accounts Payable Payment Vouchers*</u>			
	1	December 2023		
C.	<u>Financial Statement Reports - as of December 31, 2023</u>			
	1	Financial Reports		
	2	Bank Reconciliation		
D.	<u>Other</u>			
	1	Current Capital Resources for Building Purchase		

* Requires GC approval

No BARS

Motion to approve Accounts Payable Vouchers December 2023

Motion n/a

2nd

Discussion: Reviewed checks to date. No questions posed.

Financial Statement Reports-as of December 31st, 2023

1) Financial Reports

2) Bank Reconciliation

Notes: Reviewed beginning and ending balances December 1st-31st (fund balance, est. mil), waiting to be reimbursed from the state. Reviewed cash balances, overall expenditures, (actuals and %'s reviewed), account summary balances reviewed.

Other:

1) Current Capital Resources for Building Purchase

Notes: capital resources reviewed; bank reconciliation reviewed. No questions posed.

7. GC Business

A. Training

Notes: Lily has completed training. Mr. Hegwer will begin his training to be completed by June 2023 for the current year.

8. Head of School update

A. IB School evaluation (2025)

- a. PD for staff January 8th in preparation for evaluation.
 - b. Board members and families will be involved in the evaluation process. Board members invited to end of year PD for IB.
- B. PED/Legislative update
- a. Legislative session to start soon.
 - b. Last year they looked at more time (hours) in school and performance.
 - c. This year, they are considering requirements for a minimum of 180 days per year.
- C. Upcoming events: Martin Luther King (holiday-no school), International Day in the Spring.

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

10. Adjournment 5:32 pm

Motion n/a

2nd

Discussion: n/a

The next regular meeting of the Governing Council will be on February 12^h, 2024, 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."