

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
December 11th, 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, Lily Perez, Mark Tolley (Head of School),
Rebekah Runyan (Business Office), Kimberly Romero (Scribe)
Absent: Sheley Wimmer, Ana Perea (Vice Principal)
3. Adoption of agenda, December 11th, 2023
Motion John R
2nd Lily P
Discussion: n/a
No opposition
Motion Passed
4. Approval of minutes for November 13th, 2023
Motion Lily P
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.
No public comment.

6. Finance Update

A. BARS*

	<u>BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
1	001-028-2324-0008-IB	Universal Free Lunch	Initial Budget	\$ 11,720.00
2	001-028-2324-0009-IB	Lease Assistance	Initial Budget	\$ 200,230.00

B. Accounts Payable Payment Vouchers*

1	November 2023
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C. Financial Statement Reports - as of November 30, 2023

1	Financial Reports
2	Bank Reconciliation

D. Other

1	Current Capital Resources for Building Purchase
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Motion to approve BARS 001-028-2324-0008-IB Universal Free Lunch (\$11,720.00),
001-028-2324-0009-IB Lease Assistance (\$200,230.00)

Motion Lily P

2nd John R

Discussion: 2 budget adjustment requests. \$11,720 one-time award. There is a state portion. We have submitted claims and have not seen reimbursements as of yet. It is not clear as to why the reimbursements have not come through. The second is lease assistance received.

No Opposition

Passed

Motion to approve Accounts Payable Vouchers November 2023

Motion John R

2nd Lily P

Discussion: Reviewed checks to date. Questions regarding teacher training, (social studies and expedition training for IB).

No opposition

Motion Passed

Financial Statement Reports-as of November 30th, 2023

1) Financial Reports

2) Bank Reconciliation

Notes: Reviewed beginning and ending balances November 1-30th (fund balance, est. 3.5 mil), waiting to be reimbursed from 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.

7. GC Business

A. Training

John completed with exception to survey, working on that now.

B. Recommendation of adding new CIS GC Member – Bruce Hegwer.

(Discussion/Action)

Motion to add Bruce Hegwer to the Governance Council Board

Motion John R

2nd Lily P

Discussion: n/a

No opposition

Motion Passed

8. Head of School update

A. School Lunch Program update

a. Evaluation conducted this week. Stayed for breakfast and lunch service. Made some suggestions but overall, we did very well.

B. CIS Performance 2022-23 (Updated)

a. Previously discussed earlier this year. Previous score at 52. We are now at 71 (spotlight school). Math was previously 28%, now it is 31%. Reading was previously 38%, now 48%. Science previously 34%, now 29%. We are going to be working on a different curriculum for science to increase scores. Science historically has always been higher. Attendance rate: 86, now 88. Graduation: If students stay with us all four years, we are at 100%. When a student leaves during high school, we still carry the % of the time they were with us and the other school makes up the difference, (state). 2022 graduation rate between 88% and 95%, (4-6 year). ELL has increased by 12% in performance. We are working with teachers on going through testing scores to focus on areas of need and a plan (targeted lessons) to help students. We are also looking into incentives for students.

C. IB School evaluation (2025)

a. PYP and MYP will be evaluated at the same time.

D. Date for January meeting

a. January 8th

E. Upcoming events

a. The musical presentation will be on Thursday, December 14th at 1:00 pm.

b. PTA holiday games, food, Friday, December 15th.

- c. Possible ½ day on Thursday, December 21st. Not confirmed.
Will let families know as soon as possible.
 - F. Building update – prices are coming down a little and new possibilities are coming open. We are still pursuing but it needs to be a building that will work for what we need.
- 8. Other Business/ GC Member Comment: This is an opportunity for any GC member to make a comment.

- 10. Adjournment 5:41 pm
 - Motion John R
 - 2nd Lily P
 - Discussion: n/a
 - No opposition
 - Motion Passed

The next regular meeting of the Governing Council will be on January 8th, 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.”