

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
December 17th, 2024 – 5:00 p.m.

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

1. Call to Order 5:01 pm.

2. Roll Call
John R, Sheley W, Bruce H, Angela G. Mark T (Head of School), Rebecca R (Business Manager)
Absent: Lily P

3. Adoption of agenda, December 17th, 2024, meeting with changes.
Motion John R
2nd Sheley W
Discussion: n/a
No Opposition
Motion Passed

4. Approval of minutes October 15, 2024, and November 12, 2024
Motion John R
2nd Sheley W
Discussion: n/a
No Opposition
Motion Passed

5. Finance Update

A. BARS*

	<u>BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
1	2425-0004-IB	31200 - Public School Capital Outlay	Initial Budget	\$ 203,900.00

B. Accounts Payable Payment Vouchers*

1 November 2024

C. Financial Statement Reports - as of November 30, 2024

1 Financial Reports
2 Bank Reconciliation

D. Other

* Requires GC approval

Motion to approve BARS (2425-0004-IB,31200– Public School Capital Outlay) \$203,933.00
Motion Sheley W
2nd John R
Discussion: Initial budget increase (to help pay rent on building)
No Opposition
Motion Passed

Motion to approve accounts payable November 2024
Motion Sheley W
2nd John R
Discussion: Reviewed check listings for November. Riverside Insights \$732.61 (testing).
No Opposition
Motion Passed

Financial Statements: Total expenditure reviewed (%’s). Year to date totals for all expenditures reviewed. Building purchase amount reviewed. Estimated 3.1 million by June.

6. Public Comment: This is an opportunity for members of the public to address the Governing Council ("GC") for up to 3 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. Those wishing to participate must sign in on the Public Comment sheet or post their Name, phone number, email address, and topic in the chat for those online business. Public Comment: Public comments were received by two individuals with concerns on day-to-day business, Head of School, overall communication, IB Certifications, and website organization.

7. GC Business

A. CIS GC Calendar (Discussion/Action)

Motion John R

2nd Sheley W

Discussion: Looks good, hard to make amendments until after it is put into action. Do the topics in the calendar become part of the agenda? Yes. This is a working document. Resources include PED, experience and other board guidelines.

No Opposition

Motion Passed

8. Head of School

A. School Event Update

- Holiday Spirit Week (PTA)

- We are evaluated by APS, and we have been designated as a “distinction” school. We are highly performing in finance, special education and overall management.

We continue to be in the “green” as in compliance.

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

When will the audit be ready? It is completed but we have to wait until APS reviews it and gives the green light to share it. Usually this happens in January. Meetings are advertised on the website.

10. Adjournment 5:40 PM

Motion John R

2nd Sheley W

Discussion: n/a

No Opposition

Motion Passed

The next regular meeting of the Governing Council will be on January 14, 2024 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.”

Remote attendance on Zoom:
Join Zoom Meeting

<https://us02web.zoom.us/j/89522502931?pwd=azYK52VnHfODb0lqp3IENoHDFbiZYE.1>

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