

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
March 11, 2025 – 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
John R, Sheley W, Angela G., Lily P., Mark T (Head of School), Rebecca R (Business Manager).
Absent: Bruce H
3. Adoption of agenda, March 11, 2025,
Motion Sheley W
2nd Lily P
Discussion: n/a
No Opposition
Motion Passed
4. Approval of minutes February 11, 2025, with changes noted.
Motion Sheley W
2nd Angela G
Discussion: w/changes to item #4, change from January 2024 to January 2025
No Opposition
Motion Passed
5. 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.
No Public Comment

6. Finance Update

A. BARS

	BAR #	Fund Description	Reason/Type	Amount
1	2425-0014-I	11000 - Operational	To tie budgeted cash to actual as of 6/30/24	\$ 124,970.00

B. Payroll & Accounts Payable Payment Vouchers

1 February 2025

C. Financial Statement Reports - as of February 28, 2025

- 1 Financial Reports
- 2 Bank Reconciliations

D. Other

* Requires GC approval

A. Motion to approve BARS 2425-0014-1 (operational) \$124, 970.00

Motion: Angela G

2nd Sheley W

Discussion: To tie budgeted cash to actual as of 6.30.2024. (PED required a \$5 reduction).

No Opposition

Motion Passed

B. Motion to approve Payroll & Accounts Payable Payment Vouchers February 2025

Motion Lily P

2nd Sheley W

Discussion: Pg. 4: Reviewed bank statement. Aces is Charter School services, procurement.

No Opposition

Motion Passed

C. Financial Statements as of February 28th, 2025

Discussion: Total expenditure reviewed (%'s). Year to date totals for all expenditures reviewed. Building purchase amount reviewed. Increase in cash (lease assistance, SB-9, HB33). Had an increase due to property tax value.

Compensation and Benefits: 68%

Professional: 10%

Building/utilities: 12%

Building: estimate: 3.1 mil by end of June.

Bank Reconciliation: reconciled

D. Other:

7. GC Business

A. Policy for community members to express concerns, complaints, or commendations during public meetings. Approval (Action)

Motion to approve policy Lily P

2nd Sheley W

Discussion: Wording of policy needs to be streamlined, more adaptable to the size of our school in order to manage and follow. Will need to be brought back at a later meeting, after amendments have been made, for approval.

No opposition

Passed

B. Policies and Procedures for the provision of Special Education Services for Students with Disabilities and Gifted Students. Approval (Action).

1. Child Find and Interventions (NMAC 6.31.2.10)
2. Procedural Safeguards (NMAC 6.31.2.13)
3. Full and Individual Evaluation (NMAC 6.31.2.10)
4. Disabilities/Exceptionalities (NMAC 6.31.2.7)
5. Individual Education Program (IEP) (NMAC 6.31.2.10)
6. Additional IEP Requirements (NMAC 6.31.2.12)
7. Least Restrictive Environment (LRE) (NMAC 6.31.2.11)
8. Discipline and Behavior (NMAC 6.11.2.8)
9. General Administration (NMAC 6.31.2.6)

Motion to approve policies and procedures for the provision of Special Education Services for Students with Disabilities and Gifted Students, Angela G

2nd Sheley

Discussion: n/a

No opposition

Passed

C. Date change for April meeting. (Discussion/Action)

Motion to change April GC meeting to April 22nd Sheley W

2nd Lily P

Discussion: The budget is required by a certain date for NM PED. APS requires the budget prior to the NM

PED date.

No opposition

Passed

8. Head of School

- A. School Events
- B. IB Community Visit Celebration signifying the end of our visit. Formal results will be available in June or July. After which time, CIS has six months to respond.
- C. Spring Break begins next Monday, March 17th.
- D. Exhibition projects (April) and Personal projects (May) will be showcased soon.
- E. International Day: May 17th.
- F. Graduation: May 14th.
- G. Last Day of School: May 23rd
- H. School Advisory Committee Update
 - a. Safety discussions were very beneficial. Unfortunately, recent events have prompted to CIS to change some things to ensure the safety of our staff and students. Safety committee will be meeting to discuss and implement new processes and procedures.
 - i. Cars parking and going out against traffic
 - ii. Parents entering building and wandering without signing in at front desk
 - iii. Scheduling appointments with staff and teachers as to not interrupt the learning environment/process.

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

- a. PTA meetings are usually once per month
- b. Foundation meetings are usually once per month
- c. Great job with how the school is presenting itself and the artwork looks amazing
- d. Amazing job to Ana Perea and Cristina Roland for their hard work in preparing for the IB visit.

10. Adjournment 5:31 pm

Motion Lily P

2nd Angela G

Discussion: n/a

No opposition

Passed

The next regular meeting of the Governing Council will be on April 22nd, 2025, 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=azYK52VnHfODb0lqp3lEnoHDFbiZYE.1>