

Corrales International School
Governing Council Regular Meeting
5500 Wilshire Ave. NE
Albuquerque, NM 87113
June 10, 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
Bruce H, Lily P., Angela G., Sheley W, Mark T (Head of School), Rebecca R (Business Manager).
Absent: John R
3. Adoption of agenda, June 10th, 2025
Motion Sheley W
2nd Lily P
Discussion: n/a
No Opposition
Passed
4. Adoption of Meeting Minutes for May 13th, 2025, with changes
Motion Sheley W
2nd Lily P
Discussion: Sheley W was not present at May meeting, needs to be removed from closed session roll call; Remove “Next meeting May 13th from last months meeting and keep “Next meeting June 10th”.
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 present for comment

6. Finance Update

A. BARs*

BAR #	Fund Description	Reason/Type	Amount
1 *2425-0020-T	11000 - Operational	Transfer budget to building purchase.	\$ -

B. Payroll & Accounts Payable Payment Vouchers*

1 May 2025

C. Financial Statement Reports - as of May 31, 2025

1 Financial Reports

2 Bank Reconciliations

D. Other

* Requires GC approval

A. Motion to approve AR #2425-0020-T (11000-Operational: Transfer budget to building purchase. 0\$)

Motion: Sheley W

2nd Lily P

Discussion: Transfer Bar

No Opposition

Motion Passed

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

Motion Lily P

2nd Angela G

Discussion: n/a

No Opposition

Motion Passed

C. Financial Statements Reports as of May 31st 2025

Discussion: Monthly cash balance (all funds) reviewed. Actual expenditure reviewed (%'s).

Reviewed supplemental reports. Building purchase amount reviewed.

Building: estimate: 3.6 mil by end of June (with additional funds set aside)..

Bank Reconciliation: reviewed

D. Other: n/a

7. GC Business

A. CIS Restraint and seclusion policy with changes noted below(Discussion/Action).

Motion Lily P

2nd Sheley W

Discussion: Adjustment to page 3, redundant wording.

No opposition

Motion Passed

8. Head of School

A. Updates

1. Parent Involvement

Reviewed “Enrollment Contract”

2. Website

Working on pages and cleaning up what is not needed, adding what is needed.

3. Cell Phone Policy

Plan is being worked on.

4. Personnel

Kinder teacher (Ms. Marina) and EA, Ms. Saenz will teach 3rd grade, Previous 3rd grade teacher will teach 4th grade, New music teacher and MYP Math teacher (previously a Geologist).

5. 2024-2025 Student Performance

Reviewed short cycle assessment scores beginning of year vs end of year.

B. Executive Session –

Consideration for the Approval to Adjourn to Executive Session Pursuant to Section 10-15-1(H)(8) for the Purpose of the discussion of the purchase, acquisition or disposal of real property or water rights by the public body.

Language Into Closed Session:

Motion to move that the Governance Council of Corrales International School convene in closed session to discuss the purchase, acquisition or disposal of real property or water rights by the public body as authorized by section 10-15-1 of the New Mexico Open Meetings Act.

Motion Angela G

2nd Sheley W

No Discussion

No opposition

Motion Passed

Roll Call: Bruce H, Lily P, Angela G, Sheley W

Language Out of Closed Session:

Motion to move that the Governance Council reconvene in Open Session and that all matters discussed in the closed session were limited to only those specified in the motion for closure.

Motion Lily P

2nd Sheley W

No Discussion

No opposition

Motion Passed

Roll Call: Bruce H, Lily P, Angela G, Sheley W

9. Other Business/GC Member Comment: This is an opportunity for any GC member to make a comment.
Next meeting Agenda: Add the following: Amend bylaws (personnel act, succession policy, grievance policy-recommended by legal).

10. Adjournment 6:11 pm
Motion Lily P
2nd Angela G
Discussion: n/a
No opposition
Motion Passed

The next regular meeting of the Governing Council will be on June 10, 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=azYK52VnHfODb0lqp3IENoHDFbiZYE.1>