

**Corrales International School**  
Governing Council Regular Meeting  
5500 Wilshire Ave. NE  
Albuquerque, NM 87113  
November 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 5:02 pm.
2. Roll Call  
Lily P., Bruce H, John R, Angela G, Mark T (Head of School), Rebecca R (Business Manager).  
Absent:
3. Adoption of agenda November 11, 2025  
Motion Lily P  
2<sup>nd</sup> John R  
Discussion: n/a  
No Opposition  
Passed
4. Adoption of Meeting Minutes for October 14, 2025  
Motion John R  
2<sup>nd</sup> Lily P  
Discussion: n/a  
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.  
Present: n/a

6. Finance Update

A. BARS

<u>*BAR #</u>	<u>Fund Description</u>	<u>Reason/Type</u>	<u>Amount</u>
1	None		

B. Payroll & Accounts Payable Payment Vouchers

1 October 2025

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

1 Financial Reports

2 Bank Reconciliations

D. Other

\* Requires GC approval

A. BARS - None

No Motion

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

Motion Lily P

2<sup>nd</sup> Angela G

Discussion: Reviewed ledger. Student nutrition (check report), purchased in bulk

No Opposition

Motion Passed

C. Financial Statements Reports as of October 31<sup>st</sup>, 2025

Discussion: expenditures and estimates. Reviewed Revenue/Expenditures by fund

Waiting on Perkins, NextGen CT, IDEA funding. 3.6 mil for building purchase.

Reviewed Monthly cash balance funds, bank reconciliations and bank statement.

D. Other: n/a

7. GC Business

A. Addition of Governance Council Member (Discussion)

Discussion: A possible member is interested in joining the board. More information will be available at the next meeting.

B. Executive Session – Personnel and Capital matters

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

Language Into Closed Session:

*Motion to move that the Governance Council of Corrales International School convene in closed session to discuss limited personal matters related to staffing and discussion of the purchase, acquisition or disposal of real property as authorized by section 10-15-1 of the New Mexico Open Meetings Act.*

Motion Lily P

2<sup>nd</sup> John R

Discussion: n/a

No Opposition

Motion Passed

Roll Call: Bruce H, Lily P, Angela G, John

Language Out of Closed Session:

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

Motion Bruce H

2<sup>nd</sup> Lily P

Discussion: n/a

No Opposition

Motion Passed

Roll Call: Bruce H, Lily P, Angela G, John

8. Head of School

A. School Update

- International Exhibition, December 4<sup>th</sup>
- Discussed APS letter received regarding current enrollment numbers
  - >Projected enrollment vs 40<sup>th</sup> day count
  - >Amounts are incorrect, (math not calculated correctly).
  - >0 findings on finance audit
  - >Meeting next week-plan to address letter
- Discussion on advertising for next school year; choice fair in January.

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

- n/a

10. Adjournment: 5:55 pm

Motion John R

2<sup>nd</sup> Angela G

Discussion: n/a

No Opposition

Motion Passed

The next regular meeting of the Governing Council will be on December 9th 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."