

**Corrales International School**  
Governing Council Regular Meeting  
5500 Wilshire Ave. NE  
Albuquerque, NM 87113  
October 14, 2025 – 5:00 p.m.

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

1. Call to Order 5:01 pm.
2. Roll Call  
Lily P., John R., Bruce H, Angela G, (5:02pm), Mark T (Head of School), Rebecca R (Business Manager).  
Absent:
3. Adoption of agenda October 14, 2025  
Motion Lily P  
2<sup>nd</sup> John R  
Discussion: n/a  
No Opposition  
Passed
4. Adoption of Meeting Minutes for August 12<sup>th</sup>, 2025  
Motion Lily P  
2<sup>nd</sup> John R  
Discussion: Add Bruce H to Roll Call (#2)  
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

*BAR #	Fund Description	Reason/Type	Amount
1	None		

B. Payroll & Accounts Payable Payment Vouchers

1 September 2025

C. Financial Statement Reports - as of September 30, 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 September 2025  
Motion Lily P  
2<sup>nd</sup> Angela G  
Discussion: Checks reviewed. New laptops, Auditors, ACES  
No Opposition  
Motion Passed

C. Financial Statements Reports as of September 30<sup>th</sup>, 2025  
Discussion: expenditures and estimates. Had some larger purchases in December.  
Reviewed Actuals Expenditures (55% compensation and benefits). Just over 2.6 mil  
in capital funds. 3.6 mil for building purchase. Reviewed Bank reconciliations and  
bank statement.

D. Other: n/a

7. GC Business

- A. Addition of Governance Council Member (Discussion)  
We need to add one GC member. We need to be at 5. It needs to be a member outside of the school.
- B. Required Water Safety Policy (Discussion/Action)

Motion Angela G

2<sup>nd</sup> Lily P

Discussion: Required to be in compliance.

No Opposition

Motion Passed

- C. 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)

Motion Angela G

2<sup>nd</sup> Lily P

Discussion: n/a

No Opposition

Motion Passed

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.*

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

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 Lily P

2<sup>nd</sup> Angela G

Discussion: n/a

No Opposition

Motion Passed

Bruce H, Angela G., Lily P, John R

7. Head of School
  - a. School Update

Notes: New teachers for Kinder and 3<sup>rd</sup> grade have been hired.

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

Notes: Training for GC members. An email was received with a calendar for training dates. Charter school conference is coming up soon. Can we set up a policy to have donations sent to an individual when someone passes. The school cannot donate but individuals can donate.

10. Adjournment 6:12 pm
  - Motion Lily P
  - 2<sup>nd</sup> Angela G
  - Discussion: n/a
  - No Opposition
  - Motion Passed

The next regular meeting of the Governing Council will be on November 11<sup>th</sup> 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."**