



# NEW MEXICO INTERNATIONAL SCHOOL

## Governing Council Regular Meeting

**DATE:** 14 September 2017  
**TIME:** 5:00 pm  
**LOCATION:** New Mexico International School – Conference Room  
 8650 Alameda Blvd. NE, Albuquerque, NM 87122

### MINUTES

#### A. Call Meeting to Order (President)

Meeting called to order at 5:16 by Ed Reyes

#### B. Roll Call (Secretary)

Governing Council Members	School Administration
Ed Reyes, President <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Todd Knouse, Head of School <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Alyssa Sanchez Miranda, Vice President <input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	Corinne Teller, Business Manager <input checked="" type="checkbox"/> Present at 6:30 <input type="checkbox"/> Absent
Gregory Hicks, Secretary <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	
Mo Moabed, Treasurer <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	
Leslie Slow Kaufman, Member <input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	

#### C. Action Proposed (President) - Adoption of Agenda for 14 September 2017

**Discussion:** none

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*[Handwritten Signature]*  
 12/14/17



**Action:** Motion to approve agenda: Greg / Second: Mo passes 3-0

**D. Action Proposed (Secretary) - Approval of Past Meeting Minutes**

- 10 August 2017

**Discussion:** none

**Action:** Motion to approve minutes: Mo / Second:Greg. passes 3-0

**E. Public Comment (President)** - This is an opportunity for members of the public to address the Governing Council (GC) for up to five minutes with comments or issues, whether or not they are posted on the agenda. The President may reduce the time for each participant to speak to ensure adequate time to conduct GC business. The GC, by law, cannot take action nor have any discussions 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.

- No public in attendance
- Public in attendance but no comments made

Comments of public in attendance:

Name	Summary of comments
Dr. Joseph Escobedo	

**F. Presentation and Discussion (Todd):** Presentation to GC by Dr. Joseph Escobedo, Director of APS Charter Schools, on the *Site Visit Report* for 2016-2017 by APS.

- A presentation was made Dr. Joseph Escobedo on the 2016-2017 Site Visit Report.
- APS authorizes 24 charters, and we are one of them.
- Joseph plans on doing this visit annually.
- NMIS is the only school to have this many "meets" on the report

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- The single "working to meet" was on a criterion that will not be considered for the 2017-2018. It was in regards to SpEd related services. There was a discrepancy on dates on such services entered into STARS.
- Joseph presented the GC with a plaque of honor.
- Additional dialog ensued between the GC and Joseph on NMIS getting onto the APS Master Plan and APS providing a facility.
  - In the past this was done, but revisions in the process of building allocation to charters needs to be addressed.
  - Joseph shared experience of 21<sup>st</sup> Century Academy where charter over paid significantly on its campus.

#### G. Head Administrator Report (Todd)

Todd gave an explanation on 2016-2017 letter grade.

Much of our low score is due to use of Istation in English in K-2. This is an unavoidable factor in our letter grade. As long as we continue to use this, we will have children perform lower than average. This is due to the fact that our program instruction in Spanish, but the assessment is in English. Todd explained a few leverage points that could be explored to raise our letter grade without changing our program model. Among these were targeted enrichment activities for our Q3 students and focus on 4<sup>th</sup> grade stability.

Todd reported on one aspect of Student Conduct program: the *iÓrale! Slip* and the *Reflection Sheet*.

Todd also reviewed the GC training requirements, including monitoring tool and the various categories. He has contacted PED CSD to inquire if there is a prorated time for partial years served, but not had a response. Also questioned is how to reconcile that several available trainings exceed the required hours. For example ethics training seems to be in 3 hour sessions, but current members need only one hour. Do they only attend one hour of this three hour training? If so, which one?

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A reminder was made that current GC members Ed Reyes, Greg Hicks, Mo Moabed and Alyssa Sanchez-Miranda are tasked with finding g their own replacement as GC members at the close of this fiscal year. Todd will also seek recruitments.

**H. Move to Closed Session Under Possible Litigation and Limited Personnel Issues (Ed)** (motion/second required and Roll Call vote to motion)

- a. **Discussion:** Attorney/Client privileged information presented to Governing Council regarding possible future litigation

**Action:** Motion to move to closed session:

Roll Call Vote:

Greg: yes

Mo: yes

Ed: yes

GC entered closed session at 6:20.

**I. Return to Open Public Session (Ed):** (statement of "closed session was discussion limited to items above" required)

GC exited closed session at 6:34 statement was made by Ed "Closed session was discussion limited to items above."

**J. Discussion and Possible Action (Ed):** Possible amendment to *Bylaws* to change wording regarding GC/SAC liaison. Under consideration:

- a. Changing the term of this position from a 1-year term to a 2-year term  
b. Changing the position to a non-voting position.

**Discussion:** Making the position non-voting eliminated the concerns about establishing a quorum, and the additional year of the term made sense as last year a single year term seemed short.

**Action:** Motion to amend bylaws as submitted to GC by Mo / Seconded by Greg. Pass 3-0

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**K. Discussion and Possible Action (Ed):** Acceptance of SAC-recommended SAC/GC Liaison, Gary Newell

**Discussion:** Gary was welcomed by the current sitting members.

**Action:** Motion to accept Gary Newell as SAC liaison by Mo / Seconded by Greg. Pass 3-0

**L. Business Manager Report (Corinne)**

Corinne reported on finance reports for July. Finance committee had reviewed them and found them healthy.

**M. Discussion and Possible Action (Corinne):** Approval of *Budget Adjustment Requests* (BAR's)

BAR's	Discussion of BAR	Action Taken
0017681718-001-I	Instructional materials - distribution of unused private school allocations	Motion to approve: Mo Second: Greg <input checked="" type="checkbox"/> Approved 3-0 <input type="checkbox"/> Not Approved
0017681718-003T	Professional development moved from admin to teacher professional development	Motion to approve: Mo Second: Greg <input checked="" type="checkbox"/> Approved 3-0 <input type="checkbox"/> Not Approved

**N. Discussion (Ed ,Todd & Corinne):** Update on facility search and K-8 model Team reported on facilities that have been presented by our realtor. Of the four properties toured, two are being considered:

- Former JC Penny call center at Paradise and Paseo
- Former Sports Authority building on Montano
- Of the two, the JC Penny building is the better building, it has plenty of space, room to grow. It will have the lower build out cost.
- Discussion included how long it would take to have the K-8 model be financially stable. Many variables need to be considered, some of which are

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hard to speculate on (future enrollment, existence of lease reimbursement, etc.)

- Will the bond sale be enough to cover the purchase of building, TI, floating of mortgage payments until occupancy, coverage of operational costs for first couple years of new program?

**O. Adjournment at 7:24**

Next Governing Council Events:

- 14 December 2017 @ 5:00 pm: Regular Meeting
- 25 January 2018 @ 6:00 pm: Town Hall Meeting

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