



NEW MEXICO INTERNATIONAL SCHOOL

Governing Council Regular Meeting

DATE: 10 August 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 5:02pm by Alyssa Sanchez-Miranda

B. Roll Call (Secretary)

Governing Council Members	School Administration
Ed Reyes, President <input checked="" type="checkbox"/> Present by phone <input type="checkbox"/> Absent Ed arrived in person at 5:35pm	Todd Knouse, Head of School <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Alyssa Sanchez Miranda, Vice President <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	Corinne Teller, Business Manager <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Gregory Hicks, Secretary <input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent	
Mo Moabed, Treasurer <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	
Leslie Slow Kaufman, Member <input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent	

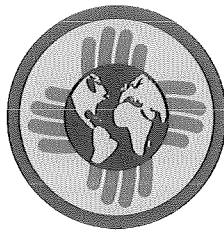
C. Action Proposed (President) - Adoption of Agenda for 10 August 2017

Discussion: none

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Action: Motion to approve agenda: Leslie. Seconded by Alyssa. Motion approved 4-0

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

- 06 June 2017

Discussion: Alyssa verifies all in attendance have read the minutes they have received for this meeting via email.

Action: Motion to approve agenda: Leslie. Seconded by Mo. Motion approved 4-0.

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
Carrie Swartz	
Dan Hill	
Laureen Lerch	
Steve Nakamura	
Connie Dove	

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F. Presentation and Discussion (Ed): Presentation to GC by Steve Nakamura and Connie Dove on permanent facility planning.

A presentation was made regarding potential services that can be offered to the GC for facility planning, developing, constructing and financing. Qualifications of Mr. Nakamura and Ms. Dove were presented and considered by the GC.

G. Discussion and Possible Action (Ed): Adoption of Annual *Resolution of Open Meetings Act*

Discussion: Ed verified that this resolution was the same as that which was adopted in the previous year. Todd stated that it is the same resolution, with the exception of the date being changed.

Action: Motion to approve resolution: Mo. Seconded by Alyssa. Motion approved 4-0.

H. Discussion and Possible Action (Ed): Election of GC Officers for 2017-2018

Discussion: Members stated they thought that these officers had been established at a prior meeting. Minutes from most recent meeting, 6 June 2017 were reviewed and found no such action.

In the absence of such documentation, the below slate was considered and then moved. It was also reminded that the proposed president (Edwin Reyes, Jr.) and the proposed treasurer (Mo Moabed) would, in these roles, serve on the Audit & Finance Committee.

- a. President : Edwin Reyes, Jr.
- b. Vice President: Alyssa Sanchez-Miranda
- c. Secretary: Leslie Slow Kaufman
- d. Treasurer: Mo Moabed

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Action: Motion to approve above slate of officers: Alyssa. Seconded by Leslie.
Motion approved 4-0.

I. Head Administrator Report (Todd)

Todd reported on current enrollment. All grades are at enrollment with the exception of kindergarten. It appears that each year we consistently go about 30-35 deep into a kinder wait list by the commencement of a school year. This year proved no different. However, our waitlist for 2017-2018 was much shorter than in years past, possibly due to the uncertainty of our school's location. The result is that we currently have 45 kinders when our targeted number was 48, and there is none on the wait list. A concerted effort will be made to make up the three missing kinder students by the STARS #1 reporting date.

Todd also reported that the APS school board had unanimously approved the GC's Charter Amendment Request to increase grades served to K-8th grade. However the APS board only approved an enrollment cap to 350 students when we had requested 525. Todd reported that the APS board would understand that, in fact, 525 is the required cap for the enrollment model. However, it granted 350 as a preliminary increase, understanding that an additional increase would be required should the deployment of the K-8 model prove successful.

Todd also reported that our 2016-2017 PARCC results were available and that the school as a whole performed as well to slightly better than last year.

	2015-2016	2016-2017
% of students scoring proficient or higher in English Language Arts	38%	38%
% of students scoring proficient or higher in Mathematics	41%	45%

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Ad



J. Finance and Business Director Report (Corinne)

Going through audit now. Not expecting anything unusual. Expect cash carryover from FY17 to be approx. \$300,000. Final amount will be reflected on audited financial statements.

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

There were no BARS presented

BAR's	Discussion of BAR	Action Taken
None	n/a	Motion to approve: n/a Second: n/a <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved

L. Discussion and Possible Action (Corinne): Approval of Professional Contract(s)

a. Kelly Services

Discussion: Corrine presented professional service contract for Kelly Services to provide substitute teacher and EAs for 2017-2018.

Action: Motion to approve contract: Alyssa. Seconded by Leslie. Motion approved 4-0.

M. Finance Committee- Presentation of findings from prepared NMIS financial reports, provided by NMIS Finance and Business Director

- a. April
- b. May

N. Discussion (Todd): Review of Annual Site Visit Report from APS.

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Tabled to next open meeting on 14 September. Presentation will be made from Dr. Joseph Escobedo on this report at this date.

O. Discussion (Ed): Plans for replacing exiting GC members at end of terms.

Discussion: Ed suggested each current member find a suitable replacement for himself/herself by end of school year. Ed said that if this didn't happen, the GC would need to amend its bylaws to allow for longer terms of current members. Todd suggested that each member find a replacement that is similar to the current member's role/background (business persons, school administrator, etc.)

P. Discussion (Ed): The role of the SAC/GC liaison

- Exploring PED's GC member vacancy
- Other ideas

Discussion: Leslie asked if the current situation of having this member serve only 1 year was reasonable given the new training requirements for voting members. The GC also considered if the role of this liaison was worth continuing at all. Thought was given to making it a non-voting member at the next meeting.

Q. 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: Alyssa. Seconded by Mo.

Roll Call Vote:

Alyssa: yes

Mo: yes

Leslie: yes

Ed: yes

GC entered closed session at 7:15 pm.

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AK



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

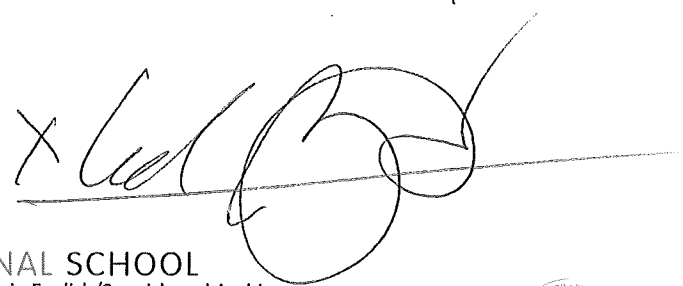
GC exited closed session at 7:23 pm statement was made by Edwin Reyes, Jr.
"Closed session was discussion limited to items above."

S. Adjournment

Meeting adjourned at 7:25 pm.

Next Governing Council Events:

- 14 September 2017 @ 5:00 pm: Regular Meeting
- 14 December 2017 @ 5:00 pm: Regular Meeting

9/15/17


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