



NEW MEXICO INTERNATIONAL SCHOOL

Governing Council Regular Meeting

DATE: 14 December 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 (Ed)

Meeting called to order at 5:01 by Ed Reyes

B. Roll Call (Leslie) if arriving after call to order, indicate time arrived.

Governing Council Members	School Administration
Ed Reyes, President <input checked="" type="checkbox"/> Present in person <input type="checkbox"/> Present by phone <input type="checkbox"/> Absent	Todd Knouse, Head of School <input checked="" type="checkbox"/> Present in person <input type="checkbox"/> Present by phone <input type="checkbox"/> Absent
Alyssa Sanchez Miranda, Vice President <input type="checkbox"/> Present in person <input checked="" type="checkbox"/> Present by phone <input type="checkbox"/> Absent	Corinne Teller, Business Manager <input checked="" type="checkbox"/> Present in person <input type="checkbox"/> Present by phone <input type="checkbox"/> Absent
Leslie Slow Kaufman, Secretary <input type="checkbox"/> Present in person <input checked="" type="checkbox"/> Present by phone <input type="checkbox"/> Absent	Non Voting Governing Council Member(s) Gary Newell, SAC Liaison <input checked="" type="checkbox"/> Present in person @ 5:07 <input checked="" type="checkbox"/> Present by phone @ 5:03 <input type="checkbox"/> Absent
Mo Moabed, Treasurer <input type="checkbox"/> Present in person <input type="checkbox"/> Present by phone <input checked="" type="checkbox"/> Absent	
Gregory Hicks, Member <input type="checkbox"/> Present in person <input checked="" type="checkbox"/> Present by phone @ 5:05pm <input type="checkbox"/> Absent	

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Is a Quorum Established at the start of the meeting? Yes No

If not, at what time was a quorum established? n/a

C. Action Proposed (Ed) - Adoption of Agenda for 14 December 2017

Discussion: Due to time constraints, it was discussed to remove non-action items from today's agenda.

Action: Motion to table items F, G, H, I, J, K, M, and N: Second: Alyssa Passes 3-0

Motion to approve agenda as amended: Leslie, Second: Alyssa Passes 3-0

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

- 14 September 2017 Regular Meeting

Discussion: none

Action: Motion to approve minutes for 14 September 2017 as submitted: Leslie, Second: Alyssa 3-0

- 23 October 2017 Special Meeting

Discussion: none

Action: Motion to approve minutes for 23 October 2017 as submitted: Leslie, Second: Alyssa 3-0

E. Public Comment (Ed) - 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

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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

F. GC Member Report Out (all GC Members): Individual status on required 8 hours of GC training.

Item Tabled

G. Head Administrator Report (Todd)

Item Tabled

H. Business Manager Report (Corinne)

Item Tabled

I. SAC Liaison Report (Gary)

Item Tabled

J. Summary of NMCCS Conference (Ed/Leslie):

Item Tabled

K. Presentation of recommendation for approval/non-approval of Financial Reports (Finance Committee)

Item Tabled

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

BAR's	Discussion of BAR	Action Taken
001-768-1718-0004-M	Money from med insurance (over budget) to PD, field trips and violins.	Motion: Greg Second: Leslie Vote results: 4-0 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved
001-768-1718-0008-M	Move from over budget specialist and over budget on lease to cover testing coordinator, testing supplies, NMCCS fees, and misc other items.	Motion: Alyssa Second: Greg Vote results: 4-0 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved
001-768-1718-0007-I	Carryover PD	Motion: Leslie Second: Alyssa Vote results: 4-0 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved
001-750-1718-0006-IB	Lease assistance	Motion: Alyssa Second: Leslie Vote results: 4-0 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved

M. Discussion (Ed): Finding your own replacement on the NMIS GC
Item Tabled

N. Discussion (Leslie): The “Families of NMIS” Closed Facebook Group.
Item Tabled

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O. Discussion and Possible Action (Corinne and Todd): Revisions to existing GC Policies

- a. Policy F-06 *Employee Compensation and Payroll Policy*

Discussion: none

Action: Motion to approve revisions to Policy F-06: Alyssa, Second: Greg
Passes 4-0

- b. Policy F-07 *Drug Free Workplace Policy*

Discussion: none

Action: Motion to approve revision to Policy F-07: Alyssa, Second: Greg
Passes 4-0

- c. Policy F-09 *Employee Grievance Policy*

Discussion: none

Action: Motion to approve revisions to Policy F-09: Alyssa, Second Greg,
Passes 4-0

- d. Policy F-14 *Employee Hiring and Reemployment Policy*

Discussion: none

Action: Motion to approve revisions to Policy F-14: Alyssa, Second Greg,
Passes 4-0

- e. Policy F-17 *Personal Social Media Usage Policy*

Discussion: none

Action: Motion to approve revisions to Policy F-17: Alyssa, Second Greg
Passes 4-0

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f. Policy D-01 *Attendance Policy*

Discussion: Increase of absence equivalencies for unexcused tardies equating to unexcused absence from 5 to 10. New policy says any combination of 5 tardies or early releases will equal one HALF DAY absence (instead of a full day).

Action: Motion to approve revisions to Attendance Policy: Alyssa, Second Greg Passes 4-0

g. Wellness Policies

- i. Policy C-01 *Physical Activity, Health Education and Physical Education*
- ii. G-04 *Food and Beverage Policy*
- iii. B-02 *Safe School Policy*
- iv. F-01 *Staff Wellness Policy*
- v. C-01 *Physical Activity, Health Education and Physical Education*

Discussion: These policies were recommended for approval by SAC, acting as the School Health Advisory Committee.

Action: Motion to approve policies listed in O-g: Leslie, Second Alyssa, passes 4-0

P. Discussion and Possible Action (Corinne and Todd): Adoption of new GC Policies

a. Wellness Policies

- i. Policy D-05 *Student Health Services*

Discussion: This policy was recommended for approval by the SAC, acting as the School Health Advisory Committee

Action: Motion to approve: Alyssa, Second: Gary, Passes4-0

- ii. Policy D-06 *Student Social and Emotional Well-being*

Discussion: This policy was recommended for approval by the SAC, acting as the School Health Advisory Committee

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Action: Motion to approve: Alyssa, Second: Gary, Passes 4-0

Q. Discussion and Possible Action (Todd): Revision to Bylaws

Discussion: Additional language proposed to explicitly allow virtual attendance of GC members

Action: Motion to approve proposed revisions: Leslie, Second: Greg: Passes 4-0

R. Adjournment - Meeting adjourned at 5:28

Next Governing Council Events:

- 25 January 2018 @ 6:00 pm: Town Hall Meeting
- 22 February 2018 @ 5:00 pm: Regular Meeting

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