



## NEW MEXICO INTERNATIONAL SCHOOL

### Governing Council Regular Meeting

**DATE:** 15 March 2018  
**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 5:05pm by Ed.

**B. Roll Call (Secretary)**

Governing Council Members	Non Voting Members
Ed Reyes, President <input type="checkbox"/> Present in person	Todd Knouse, Head of School <input type="checkbox"/> Present in person
Alyssa Sanchez Miranda, Vice President <input type="checkbox"/> Absent	Corinne Teller, Business Manager <input type="checkbox"/> Present in person
Leslie Slow Kaufman, Secretary <input type="checkbox"/> Present in person	Gary Newell, SAC Liaison <input type="checkbox"/> Present in person
Mo Moabed, Treasurer <input type="checkbox"/> Absent	
Gregory Hicks, Member <input type="checkbox"/> Present in person	
Luc Berger-Vergiat, Member <input type="checkbox"/> Present in person	
Maralyn Beck, Member <input type="checkbox"/> Present in person	

Is a Quorum Established at the start of the meeting? Yes

**C. Action Proposed (President) - Adoption of Agenda for 15 March 2018**

**Discussion:** none

**Action:** Motion to accept made by Ed and second by Maralyn. Vote: Unanimous  
 Motion Passes

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

- 22 February 2018

## NEW MEXICO INTERNATIONAL SCHOOL

A multi-lingual K-5 public charter school with instruction in English/Spanish and Arabic  
 An International Baccalaureate **World School** offering the Primary Years' Programme (PYP)  
 Todd Knouse, Head of School

8650 Alameda Blvd. 150W/Bldg. 2B NE · Albuquerque, New Mexico 87122 · ☎ (505) 503-7670 · •(505) 503- 7989 · [www.nmis.org](http://www.nmis.org)





**Discussion:** none

**Action:** Motion to accept made by Maralyn and second by Leslie.

Vote: Unanimous Motion Passes

- 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

**F. Head Administrator Report (Todd)**

**Summary of Report:**

- Achievement-interim assessment 3rd, 4th, 5th grades
  - MAP score 45% 4th grade: high average; reading high & above
  - MAP score 58% 5th grade: math similar trend
- Lottery/Marketing for 2018-19 year
  - two prospective parents nights already occurred
  - two more scheduled
    - three kinders planned; 47 vacancies
    - 69 families signed on for lottery
    - 6th grade will have 11 vacancies, 6 families have committed
  - Information regarding how families learned about NMIS will be gleaned via “How did you learn about NMIS?” survey
- Staff for 2018-19 year
  - Arabic teacher will be .3
  - Art & Music teacher .6
- Development Committee
  - Fund drive begins next week with \$50,000 goal
  - fundraising events scheduled for next year include
    - Taking over after school program
      - Ed suggested getting help from: Rio Grande Educational Collaborative (RGEC)
    - Golf Tournament
    - Others

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

**Summary of Report:**

- Legislative Action: Training and Experience Index (T&E) not helpful to NMIS
  - Minimum teachers’ salaries plus 2% raises
  - will learn more in April
- Budget
  - Carryover from last year \$400,000
  - Projected carryover from this year \$250,000
  - Projected carryover from next year \$175,000
  - When moving we’ll have approximately \$420,000
  - After paying for art & music teacher \$375,000

**H. Discussion and Possible Action (Ed):** Acceptance of resignation of Mo Moabed from Governing Council

**Discussion:** accepting the Treasurer’s resignation requires GC to elect new treasurer. Schedule phone meeting on Monday, March 19 at 5 pm.

**Action:** Motion to accept made by Greg and second by Leslie.

Vote: Unanimous      Motion Passes

**I. Discussion and Possible Action (Todd):** *Charter Amendment Request* for change in physical address.

**Discussion:** It is required to request change of physical address

**Action:** Motion to request charter amendment request made by Greg and second by Luc

Vote Unanimous Motion Passes

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

BAR’s	Discussion of BAR	Action Taken
11000-0011-I	\$42,612 actual 1500 to professional dev 6000 to legal re:lease 1000 advertising 2500 to supplies remainder: other	Motion: Maralyn Second: Greg Vote results: Unanimously Approved
1100-0015-I	\$29,000 to office and other contracts	Motion: Luc Second: Greg Vote results: Unanimously Approved
31600-0014-D	(\$479) decrease due to HB33	Motion: Greg

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	from audit & financial statement	Second: Luc Vote results: Unanimously Approved
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**K. Discussion and Possible Action (Todd):** GC approval of changes to the following policies:

a. Policy B-04: Enrollment Policy

**Discussion:** Governing Council gives Head of School the authority to make changes to grade level plans as well as make changes to the principle enrollment designs.

**Action:** Motion to approve changes to the above mentioned policies made by Maralyn and second by Luc. Vote: Unanimous Motion Passes

**L. Adjournment** 6:12 pm

Next Governing Council Events:

- 19 March 2018 @ 5:00 pm: Phone meeting to elect GC Treasurer
- 11 April 2018 @ 6:00 pm: Town Hall Meeting – Public Input for Budget
- 17 April 2018 @ 5:00 pm: Regular Meeting – Budget Approval

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