



NEW MEXICO INTERNATIONAL SCHOOL

Governing Council Regular Meeting

DATE: 5 June 2018
TIME: 5:30 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 5:34 by Ed.

B. Roll Call (Leslie)

Governing Council Members	Non Voting Members
Ed Reyes, President Present in person	Todd Knouse, Head of School Present in person
Alyssa Sanchez Miranda, Vice President Absent	Corinne Teller, Business Manager Present in person
Leslie Slow Kaufman, Secretary Present in person	Gary Newell, SAC Liaison Present in person
Luc Berger-Vergiat, Treasurer Present in person	
Gregory Hicks, Member Absent	
Maralyn Beck, Member Present by phone	

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

C. Action Proposed (Ed) - Adoption of Agenda for 5 June 2018

Discussion: none

Action: Motion to approve today's agenda made by Luc and second by Leslie.

Vote: Unanimous Motion Passes

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

- 17 April 2018 – Regular Meeting

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





- **30 April 2018 – Special Meeting** Approval of these minutes tabled until next meeting
- ~~10 May 2018 – Regular Meeting~~ *Meeting cancelled*
- 30 May 2018 – Special Meeting

Discussion: Approval of 30 April 2018, special meeting minutes tabled because minutes were not sent to board members

Action: Motion to approve above 17 April, 30 May meeting minutes made by Leslie and second by Luc 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. Report on GC Members’ Training (Leslie)

Name	Finished required training for FY 18? (Due by 30 June)
Ed Reyes	Yes
Alyssa Sanchez-Miranda	No
Leslie Slow Kaufman	Yes
Luc Berger-Vergiat	Yes
Maralyn Beck	Yes
Greg Hicks	Yes

Gary Newell is not required to complete these trainings as he is not a voting member.

G. Discussion and Possible Action (Ed): Possible removal from GC for members not in compliance with training requirements.

Discussion: Alyssa is to remain on the GC in her role as an APS administrator. It is felt that she possesses much of the required training and is bilingual.

No action taken.

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





H. Head Administrator Report (Todd)

Summary of Report: All teachers secured. NMIS still needs EA for kinder, Todd is interviewing for special education teacher.

I. Business Manager Report (Corinne)

Summary of Report: New furniture and books needed for kinder. Some reorders and consumables pending.

J. Discussion and Possible Action (Corinne): Approval of Financial Report

Discussion: tabled until next meeting. No action taken

K. Discussion and Possible Action (Corinne): Approval of Assets

Discussion: NMIS has 2 copiers, fences, surveillance system.

Action: Motion to approve Assets made by Luc and second by Leslie.

Vote: unanimous. Motion passes.

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

M. Discussion and Possible Action (Todd): Approval of 2018-2019 *Fine Arts Education Act Application for Funding*

Discussion: Same submission as in the past for \$15,000. This funding is less and $\frac{1}{2}$ of arts program.

Action: Motion to approve made by Luc and
second by Maralyn Vote: Unanimous Motion Passes

N. Discussion and Possible Action (Todd): PSCOC 2018-2019 *Lease Assistance Application*

a. Approval of *Application for Lease Assistance* for 2018-2019

Discussion: Same submission as in the past for \$195,000. This funding is approximately $\frac{1}{2}$ of our lease.

Action: Motion to approve for
2018-2019 made by Leslie and second by Luc.
Vote: Unanimous Motion Passes

b. Approval of *Conflict of Interest Questionnaire* for 2018-2019

Discussion: no discussion

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





Action: Motion to approve for
 2018-2019 made by Luc and second by Maralyn.
Vote: Unanimous Motion Passes

O. Discussion and Possible Action (Corinne): Approval of Revisions to Existing GC Policies

a. D-01 *Attendance Policy*

Discussion: Chronic truancy results in voluntary withdrawal".

Action: Motion to approve revisions to made by Leslie
 and Luc **Vote:** Unanimous Motion Passes

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

Action: Motion to move GC into closed session made by Leslie and second by Maralyn. Roll Call vote

Ed	Alyssa	Leslie	Luc	Maralyn	Greg
Yes		Yes	Yes	Yes	

Motion Passes - GC entered into closed session at 6:06

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

b. **Discussion:** Contract negotiation for Head of School

Q. Return to Open Public Session (Ed): GC exited closed session and re-entered open session at 6:26. Statement "closed session was discussion limited to items above in P.a and P.b" made by Leslie

R. Possible Action (Ed): Approval of contract discussed in closed session for Head of School

Discussion: Offer two year contract from July 1, 2018 until June 30, 2020

Action: Motion to approve Head of School Contract made by Leslie and second by Maralyn. **Vote:** Unanimous. Motion Passed

S. Discussion: (Ed): GC membership for 2018-2019

Discussion: Ed will reach out to Greg and Alyssa regarding interest in remaining on the GC for third year. There is a potential member Dimitri. Gary is interested in becoming a GC member.

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





T. Adjournment

Meeting adjourned at 6:30.

Next Governing Council Events:

- 26 July 2018 @ 5:30: Regular GC Meeting
- 13 September 2018 @ 5:30: Regular GC Meeting

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

