



**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

**Date:** 03 October 2018

**Time:** 6:00 pm

**Location:** NMIS Conference Room - 8650 Alameda Blvd. NE, Albuquerque, NM

- A. **Call to Order** (Todd): 6:07
  
- B. **Roll Call and Establishment of Quorum** (Todd)
  - a. David, Shasta, Todd, Nancy, Claudia, Alisa, Christina
  - b. Shari to join later
  
- C. **Discussion & Possible Action** (Chair): Adoption of this *Agenda*
  
- D. **Public Comment** (Chair): This is an opportunity for members of the public to address the SAC for up to five minutes with comments or issues, whether or not they are posted on the agenda. The Chair may reduce the time for each participant to speak to ensure adequate time to conduct SAC business. The maximum total time to be spent on this item is not to exceed 30 minutes. The SAC 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. Members of public are not permitted to participate in any agenda item unless requested to do so by the SAC chairperson.

**Non-Action Discussion Items**

The SAC shall receive report outs on these items and engage in possible general discussion. No action may be taken on any of these items.

- E. **School Programs:** SAC members will report out on issues related to the school program they oversee.
  - a. **Discussion** (Claudia Randolph): Library Committee: all good.

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 · ph: (505) 503-7670 · fx: (505) 503- 7989 ·

[www.nmis.org](http://www.nmis.org)

Page 1





**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

- i. Alexandria software doesn't talk to the school; if there's a change in email address, that software doesn't know. Currently, the parent needs to notify the library committee of any change of email.
  - ii. Next year school will go to Synergy student management instead of Powerschool. Not sure if that speaks to the library software. This will help with the slow turn-around in transfer student info like IEPs.
  - b. **Discussion** (Shasta Leonhardt): Afterschool Program: all good.
  - c. **Discussion** (Shari Beck): Yearbook/School Photos Committee
    - i. Photos went really smoothly. Two days was good. The only issue was that teachers might not have had enough advance notice about when they could get their photos taken.
  - d. **Discussion** (David Vigil): Catered Lunch Program: all good.
  - e. **Discussion** (Nancy Abeyta): Uniform Committee
    - i. A foundation group is experimenting with embroidery, brainstorming potential options to try an in-house alternative a few years down the road. Not anytime soon.
- F. **Upcoming School Events:** SAC members will report out on events they oversee: who is the project lead, and how is event progressing?

**Events that will take place before next SAC meeting on 28 November 2018**

- a. **Discussion** (Nancy Abeyta): World Teacher Day/ABQ Aloft on 5 October 2018
  - i. Everything's going well. Stacey has everything she needs. Balloon Aloft needs coffee if anyone is interested. Starts at 7.
  - ii. Balloon Aloft group here early will put out a table for folks to pull-in off Alameda to drop off food for World Teacher Day since there is
- b. **Discussion** (Claudia Randolph): United Nations Day on 24 October 2018
- c. **Discussion** (Shari): International Day of Tolerance on 16 November 2018
  - i. Discussion of name "Tolerance." It is a UN internationally recognized day. What could an alternative be? Acceptance? Shari will reach out to Ivy, who may be interested.

**Events that will take place after next SAC meeting on 28 November 2018**

- d. **Discussion** (David Vigil): Winter Violin Concert on 14 December 2018
  - i. Shannon Lawson reached out. Todd wants to incorporate turning in parent contribution log forms and recognizing volunteers. Getting a little

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 · ph: (505) 503-7670 · fx:(505) 503- 7989 ·





**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

sticker for parents who turn in log: "I Volunteered" (like "I Voted" stickers). Maybe next year this could become a raffle to recognize volunteer hours. More hours= more raffle tickets for, for example, premium parking spots at the school, etc.

- e. **Discussion** (Nancy Abeyta) School Choice Week on 28 January - 1 Feb 2019
  - i. Register us as a site. They will send a box of scarfs. Olivia's mom did something for this last year (bought something). Need to find a volunteer to coordinate this. Ricky loves teaching the school choice dance.
- f. **Discussion** (Shasta Leonhardt): Talent Show on 15 February 2019
  - i. Last year talent show didn't happen. Shasta found a venue with a nice auditorium, sound system. It seats 200 max. It was at La Cueva two years ago and was only about a third full. Auditions could happen here or there. This place needs early reservations.
- g. **Discussion** (Shari Beck): Spring Photo Day on 4-5 March 2019
  - i. Nothing yet. Kat Oswald confirmed for spring date.
- h. **Discussion** (Christina Herrera Furst): World Poetry Day on 21 March 2019
- i. **Discussion** (Shasta Leonhardt): Earth Day on 22 April 2019
- j. **Discussion** (David Vigil): Spring Violin Concert on 10 May 2019
- k. **Discussion** (Christina Herrera Furst): Kinder Graduations on 21 May 2019
- l. **Discussion** (Nancy Abeyta) Fifth Grade Graduations on 21 May 2019
- m. **Discussion** (David Vigil): Water Day/Last Day Celebration on 22 May 2019
  - i. To help with packing up, could we get a group of 20ish volunteers, 4 staff members, to run 2.5 day water day at North Domingo Baca to free up the building and most of the staff to pack up. OR if we don't use snow days, we could use those as snow days and send kids home those days.
- n. **Discussion** (Christina Herrera Furst): *All Aboard!* Breakfast 2019 (date TBD)
- o. **Discussion** (David Vigil): Bienvenidos Picnic 2019 (date TBD)

G. **Grade Level Issues:** SAC members will report out on the below items.No actions on these items.

- a. **Discussion** (Todd): Drop-off and Pick-up Update
  - i. Seems to be going well. Plan will be to make north end one employee parking only and drop-off. That way employees won't be taking up parking

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 · ph: (505) 503-7670 · fx:(505) 503- 7989 ·





**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

- for people parking to drop off in the morning. The signs are ordered and on their way.
- ii. Parents are bottlenecking in the middle front. Need to have east-most classroom parents pick up through the east playground doors. The aikido door could be unlocked as well.
  - iii. Is it possible for some kids to have, upon parent request, a pick up spot on the playground so the kids can meet the parents there instead of in the classroom? Todd and Alisa like this, so to the SAC parents. We could try this. How would we do this? Parents could send an email to the teachers to request this. There will be plenty of adults out there to supervise (duty teacher on playground after school, after school classes out there for snack...).
- b. Discussion (Todd): Campus Move Update - School design for 2019-2020**
- i. Need a moving committee. How many do we need for that committee? TBD down the road.
  - ii. Tomorrow our attorney is meeting with PED attorney to review our lease agreement.
  - iii. We're getting the whole building (church in front included) and all the property it's on. 6.5 acres. The church is building a new facility on the other end. When we move, the playground will initially be like we have now just *much* larger. Have we tried asking folks about donating stuff for the playground? There isn't a playground design yet--first things first.
- c. Discussion (Shari): Parent Concern for substitute teachers.**
- i. If a teacher is gone and there is no sub (or sub commits and doesn't show, etc.) the students are redistributed to other classes. This is the last possible option. Parent has reached out concerned that they were not notified so they could pick up the student if this is the case. Todd can send out email if this has to happen again. Eliza has in a big pinch filled in. Parents can be a sub--get your sub license. We'll pay you! Our background check can't be used for the state sub background check.

**Discussion Items with Possible Action**

The SAC shall discuss and consider possible action under its authority as an advisory body.





**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

- H. **Discussion and possible action (Shari):** Update regarding SAC members as administrators on the Families of NMIS Closed Facebook Group. Possible action regarding this group or other closed groups
- a. Mission for Facebook group by folks who started it is to maintain a separate entity from the school for parents to get to know each other, etc. No SAC as administrators.
- I. **Discussion and possible action (Nancy):** Letter from Group regarding food based incentives at NMIS
- a. Letter request that at the new school, a school-wide food policy is crafted so it is consistent for staff and parents. It would take the blame away from students with food allergies for classes not being able to have cupcakes, for example. Alienates students whose families cannot bring in food for birthdays. A strict policy would benefit nutrition and shift away from sugar-heavy foods as an incentive. This would mean strict guidelines for how food is used. Celebrate birthdays and holidays without food. Change educational practices: beads instead of beans, extra recess rather than pizza, etc. Dance party, slime-making for birthdays, etc. Store-bought cupcake has much more sugar than daily recommended amount for children.
  - b. Currently there is not supposed to be food stored in the classroom.
  - c. There are food-based incentives in classrooms right now. Book competition right now has a pizza party as a reward.
  - d. Kids get this food incentive rewards in lots of other places. We could be the one less realm for this to occur in.
  - e. One thought: in one activity, for example, a class uses pumpkins for measuring, weighing, etc. Could there still be room for those kinds of things still?
  - f. Letter addresses two big issues: (1) stop using food-based incentives and (2) parents, don't bring in food treats for celebration.
  - g. SAC would want to separate non-consumable food for lessons, manipulatives.
  - h. SAC could brainstorm a list of alternative rewards to be able to give teachers with a new policy so they don't need to each independently find these alternatives.
  - i. Appreciate that they have requested this policy for next year so we have time.
  - j. Todd will pull up a template for SAC to work on. Once drafted, this policy would then go to the governing council for approval.





**New Mexico International School  
School Advisory Committee  
Regular Meeting  
Minutes**

**J. Adjournment and Current Meeting Schedule Reminder**

- a. SAC Regular Meeting: 3 October 2018 @ 6:00pm
- b. SAC Regular Meeting: 28 November 2018 @ 6:00pm
- c. SAC Regular Meeting: 30 January 2019 @ 6:00pm
- d. GC Town Hall: 31 January 2019 @ 6:00pm
- e. SAC Regular Meeting: 6 March 2019 @ 6:00pm
- f. GC Town Hall: 10 April 2019 @ 6:00pm
- g. SAC Regular Meeting: 1 May 2019 @ 6:00pm

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 · ph: (505) 503-7670 · fx:(505) 503- 7989 ·

[www.nmis.org](http://www.nmis.org)

Page 6

