



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

**Date:** ~~28 November 2018~~ *Rescheduled to 4 December 2018*

**Time:** 6:00 pm

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

- A. **Call to Order** (Nancy)
  - a. Motion to accept agenda, seconded
- B. Add in motion to adopt the minutes.
  - a. Seconded, accepted.
- C. **Roll Call and Establishment of Quorum** (Nancy)
- D. **Discussion & Possible Action** (Nancy): Adoption of this *Agenda*
- E. **Public Comment** (Nancy): 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.

(11 parents present for public comment)

- a. Shawn Halsey (kinder): Concerns about schedule
  - i. Starting earlier will be difficult because now westside folks have to get off at Montgomery, past three different schools. Asking very young children to get up even earlier.
  - ii. Also holding them later, so more fighting back through the other schools that will have just released prior to our release. Kinders are toast by 2pm, so holding longer beyond 3:00 means that it's not useful time because they are past their capacity. Find a different way to get in this time would benefit.

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School Advisory Committee  
Regular Meeting  
Minutes**

- iii. Suggestion: shorter days and more of them, more repetition, would be more beneficial for students.
- iv. That much shorter Wednesday would break the routine of students (and families). Much more difficult for working families. What do we do with them for that extra time?
- v. Suggestion: perhaps start teachers earlier so there is more time before students arrive to prep (20-30 minutes in morning rather than moving all that time to Wednesday). Also extended time in afternoon would give parent/teacher communication
- b. Raquel Michael (1st grade):
  - i. Last year Wednesday at 1:15 seemed to be handled by students very well. An earlier Wednesday would work fine for the kids. Not quite as early, maybe an hour.
  - ii. In the morning, that earlier time would make it easier for her to drop off her daughter.
  - iii. Ok with change on Wednesdays and change to other days, as well.
  - iv. Drop-off is working really well with changes (she's a traffic engineer); she works in planning department in the city and works with the permits--ask her if the school needs help
- c. Diane Berger (1st grade)
  - i. No super strong feelings, but wants to second the concern about the longer days for kindergartners. Consistency throughout the week would help everyone. Maybe 1pm on Wednesday as a compromise, especially for families who live far and would have to turn around and come back very quickly to get students.
- d. Amanda Arameces
  - i. All families should be able to have a vote.
  - ii. Delayed start to the school year (not sure why this change was made) is a heavy burden on working families and the cost for families to find childcare for 7 days when most camps are already closed. Not sure where to even find childcare.
  - iii. Willing to help people move into classrooms over summer to help instead of this delayed start.
  - iv. Additional cost for three children in after-care on Wednesdays.





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Regular Meeting  
Minutes**

- v. Starting at 8:15, coming from the Westside, makes a huge difference in traffic. This would add a 30 min+ time to commute.
- vi. Chose the school early on because of NW charter, adapted when it wasn't NW, now schedule change would be a further adaptation from what they signed up for.
- vii. Additional options to vote on?
- e. Camilla
  - i. Want to acknowledge how challenging it is to respond to a great deal of families with differing needs.
  - ii. Observations: standard policy for letting families know about major changes:
    - 1. Ex. Letter 2 weeks ahead of time
    - 2. 3 alternatives and one can be a preferred alternative
  - iii. Could there be a built in rest time for kindergartners? Remembering when kinder was ½ day
  - iv. Is lunchtime considered instructional time?
  - v. From a city-planning perspective, can there be a traffic study to see when traffic times are optimal for westside commuters?
  - vi. Read an article about 45 minute structured play time at the beginning of the day being beneficial for children.
- f. Jennifer Zamora (1st)
  - i. Concerned about instructional time being shortened from this year's instructional hours; want the kids to get the learning they need.
  - ii. Feel like the teachers should get the time they want; respects/defers to the needs of the teachers
- g. Shawn Halsey recaps the questions he has heard from this public comment portion.
- h. JIm Wilke (K)
  - i. Question about the lack of heads up given and how this process is supposed to work.
  - ii. Concerns about kids being tired with the long days
  - iii. Burden of the Wednesday impact on families
- i. Adriana Stier (K, 1st, 3rd)
  - i. Second the tiredness of younger two kids. Checked out by the time they are picked up. Can't imagine what the teachers are dealing with with a

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Page 3





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

- classroom of 22 kids this tired and what this would look like with even longer days.
- j. From Raquel: Traffic study would have to be paid by developer/school so it would be very expensive. Maybe there is some public data that can be accessed.
    - i. Google has some data about average time (Shawn)
  - k. Emily (3rd and 4th)
    - i. From two working parent family, making sure adequate aftercare is supported. This year it filled up and they couldn't access this. Making sure this is more adequately supported.
- F. Suggestion from Todd to Madam Chair: move schedule/calendar discussion up in agenda to respect folks here for meeting.

**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.

- G. **School Programs:** SAC members will report out on issues related to the school program they oversee.
- a. **Discussion** (Claudia Randolph): Library Committee
    - i. **no concerns. Parent noted library was a disaster after MAPS testing (books on floor, etc.). Claudia will email parents to see what plan can be to get more volunteers next year.**
  - b. **Discussion** (Shasta Leonhardt): Afterschool Program:
    - i. **Kendra is working with Corinne to put something together. Possibly 6 classes to be offered.**
  - c. **Discussion** (Shari Beck): Yearbook/School Photos Committee:
    - i. **Shari thinks we need to change photographers. Some parents suggested other parents as options.**
    - ii. **From Todd: if that's the route we are going to take, photographers need to present bids to SAC.**
    - iii. **Never heard from photographer that retakes were an option. Folks requested different background than black.**

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Page 4





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

- d. **Discussion** (David Vigil): Catered Lunch Program
  - i. **A few parents inquired about how to contact company because they had a few issues with not receiving what they ordered. No follow up communication that there were issues beyond that.**
  - ii. **Using the school's commercial kitchen next year probably not feasible (too much going on) but in subsequent years, we could lease that space to a caterer, make some \$...**
- e. **Discussion** (Nancy Abeyta): Uniform Committee
  - i. **No update.**
  - ii. **Nancy will start inquiring about whether they are still willing to be our providers next year.**
  - iii. **Todd: different uniform to make the 6th graders feel special, different. Katalina (kinder parent) said she had connections with alternative uniform providers. A few other parents reached out similarly, gave them Uniform Committee coordinator's contact info so other alternatives are still on the table.**

H. **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 30 January 2019**

- a. **Discussion** (David Vigil): Winter Violin Concert on 14 December 2018
  - i. Are collection of volunteer logs ready? **Yes**
  - ii. What are the performance groups and times
    - 1. **See email from school in the last week with times**
- b. **Discussion** (Nancy Abeyta) School Choice Week on 28 January - 1 Feb 2019
  - i. **Previous chairs declined but are still willing to help. We're hoping Ricky will teach the dance.**

**Events that will take place *after* next SAC meeting on 30 January 2019**

- c. **Discussion** (Shasta Leonhardt): Talent Show on 15 February 2019
- d. **Discussion** (Shari Beck): Spring Photo Day on 4-5 March 2019

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Regular Meeting  
Minutes**

- e. **Discussion** (Christina Furst): World Poetry Day on 21 March 2019 **No coordinator but between those on committee and Christina, we should be able to get it done.**
  - f. **Discussion** (Shasta Leonhardt): Earth Day on 22 April 2019
  - g. **Discussion** (David Vigil): Spring Violin Concert on 10 May 2019
  - h. **Discussion** (Christina Furst): Kinder Graduations on 21 May 2019 **change date?**
  - i. **Discussion** (Nancy Abeyta) Fifth Grade Graduations on 21 May 2019 **change date?**
  - j. **Discussion** (David Vigil): Water Day/Last Day Celebration on 22 May 2019 **change date?**
  - k. **Discussion** (Christina Furst): *All Aboard!* Breakfast 2019 (date TBD)
  - l. **Discussion** (David Vigil): Bienvenidos Picnic 2019 (date TBD)
- I. **Grade Level/School-wide Issues:** SAC members will report out on the below items.No actions on these items.
- a. **Discussion** (Nancy Abeyta): 5th Grade parents requesting information about 6th grade curriculum and plans sooner than later.
    - i. **In order to make grade level expansion work, we need a certain # of students. Foundation is so willing to make this happen, they are willing to underwrite any shortage of students. However, that financial contribution could undercut other things the foundation pays for school-wide. \*GC still has to approve this underwriting thing.**
    - ii. **We need 20 students to accommodate attrition that will carry those numbers through to 7th and 8th grade. We could make 17, 18, 19 work, but losing any students the following year would make that untenable.**
    - iii. **At least 10 families have committed-ish to this point.**
    - iv. **At least that could be ½ NMIS students, recruit 10 new non-current NMIS students**
    - v. **Combo classes are on the table.**
  - b. **Parent concern from 1st grade that students are rushing and not washing hands before lunch, increased sickness because hand-washing time is not built into schedule.**

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Regular Meeting

**Minutes**

- i. **Teachers are using hand sanitizer again, kids can always wash their hands.**
  - ii. **It takes 10 supervised minutes to structure hand washing time.**
  - iii. **Teachers are on their lunch break when kids come in so they can't supervise this.**
  - iv. **Add ideas to share with parents in newsletters (wipes in lunch boxes, backpack hand sanitizer)**
- c. **Discussion (Todd) : Update on campus move.**
- i. **Still happening. Developer is Steve Nakamura. Trying to reach out to movers to place bids to get this done. Initially anticipated \$80-\$100 K. Three levels for each bid: Cadillac, Camry, Kia-level. Only received one bid back from those three movers that has all of those. Innovative (reputable company) is the only one so far at \$32K for the Cadillac option Fiduciary responsibility to get a few more. CES (Cooperative Purchasing Company) member to get already contracted prices. School is a member. Todd will check to see if this is already in the bid.**
  - ii. **Move into staging area mid-to-late June. Do library last.**
  - iii. **David: when ACE moved, we packed up ourselves and they saved a bunch of money.**
    1. **Todd: is wasn't a huge difference between them boxing and us boxing up. Need to be able to get this checked off and move on to other items pertinent to move. This does not include moving IT, security camera, electromagnetic door, removing and moving playground equipment. That is probably \$10K, and the fence, and the flagpole. Corinne will reach out to see if potential new school would want to just buy that stuff from us. If they say no, we are responsible for removing it.**
  - iv. **Had two safety/security assessments done on new property: recommendations that we get a full perimeter fence (in addition to fence around playground). This will cost a lot of \$\$ (not sure yet how much. With this cost, probably not possible to buy playground equipment in first year.**





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

1. **Todd will ask previous occupants if we can have their equipment, but we can't do anything until the Lease-Purchase Agreement is approved (submitted last spring, waiting on official confirmation that we have approval).**

**Discussion Items with Possible Action**

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

- J. **Discussion and possible action** (Todd): Input on 2019-2020 Proposed Calendar
  - a. From Todd: calendar for last three years has been pretty consistent. Usually calendar discussion happens in February with GC but needed to be earlier because of move. Will present options to GC at Dec. GC meeting.
    - i. Usually there are multiple versions, but only time for one before he needed to send it out to the school community for discussion. He has since created several other versions (see photo later in notes).
    - ii. **Reason for changes:**
      1. **Reason for delayed start:** the move. Lease ends June 3. New building is currently occupied. Developer is hoping to start our changes to building starting May 30. Developers feedback was that it was "very prudent" to start school year later. Construction will likely still be happening when we normally start the school year; not safe for students, construction site not conducive to learning. Very likely that the following year's calendar will not have late start date. **Long story short: we must start late in the fall because of construction needs. Developer does not think school will be ready by beginning of August.**
        - a. Nancy: as parent who has been here for awhile and been through several moves, this later start date makes sense.
        - b. Don't want painting, spackling, etc. happening while students are in classes.
      2. Our early release is the latest release of any school Todd knows of. We have a long day. Even our regular schedule, it's long. **But**

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Page 8





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

**since we have to start late, there are things he has to do to get the instructional time in.**

- a. Option 1: make the school day longer.
- b. Option 2: go well into June. He is concerned that students just won't show up for those June days because they've done a school year into June before and that's what happens. Camps start, families are paying for it, students go to their camps and not the last days/week of school. (Although we don't go all the way through May currently, that is because the days at the end of the month are earmarked for snow day make-ups in the current calendar.)

**3. Instructional time law: 990 hours of instructional time required (minimum for K-6th grade). We exceed that in all potential schedules, including current schedule. Only 2.2% reduction in instructional time next year as compared to this year.**

- a. Are lunches included in instructional time? PED hasn't answered this. Recess is included in instructional time, "lunch" is not. Is lunch recess then instructional time or lunch time? No clarity from PED, so Todd has allocated 30 minutes of "lunch" that is not calculated into instructional time, but total lunch period for all options would be 45 minutes (30 minutes not included in instructional time, 15 minutes midday recess)

**4. Todd has five options he has brainstormed (posted on board)**





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

	# of Days	A	B	C	D	E
Long Days (T Th F)	129	8:15 - 3:20 30 min "lunch" 6.583 hours/day <u>849.21</u> hours	8:20 - 3:20 30 min "lunch" 6.5 hours/day <u>838.5</u> hours	8:20 - 3:20 30 min "lunch" 6.5 hours/day <u>838.5</u> hours	8:20 - 3:20 30 lunch 6.5 hrs/day <u>838.5</u> hours	8:20 - 3:20 30 lunch 6.5 hrs/day <u>838.5</u> hours
Short Days (W)	34	8:15 - 12:00 Ø lunch 3.75 hours/day <u>127.5</u> hours	8:20 - 1:00 30 min "lunch" 4.167 hours/day <u>141.678</u> hours	8:20 - 12:30 Ø lunch 4.167 hours/day <u>141.678</u> hours	33@ 8:20 - 1:20 4.167/day 1@ 8:20 - 11:20 Ø lunch 3hrs <u>137.511</u> hours	33@ 8:10 - 12:50 30 lunch 4.167 <u>137.511</u> hours
Reference Days	4	<u>22</u> hours	<u>22</u> hours	<u>22</u> hours	<u>22</u> hours	<u>22</u> hours
		998.21 hours ↑	1,002.178 hours ↑	1,002.178 hours ↑	1,001.511 hours	1,001.511 hours

"990 - plus time for delays"

- a. All schedule options include 45 minutes for lunch except for the 8:15-12 Wednesday schedule (Option A), which would have students leaving before lunch.
- b. Option E: Future 6th grade families would like sports, so 5th option would try to sync schedule with Cleveland Middle School's schedule (release at 3:09) so our students could potentially combine with them for after school sports. This one would involve a change in the teacher day to 8:00-3:20. 6th graders don't need recess as instructional

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Regular Meeting  
Minutes**

time, so they would release ten minutes earlier than the rest of the school.

- i. From Alisa: teacher feedback = not overarching support for starting early at 8:10.
  - ii. Julia Tapia: what has happened at her previous school which staggered release times for different grade levels = teachers have to wait to the end anyways because parents aren't going to come an hour earlier to get kindergartner when their 5th grader doesn't get out until later.
    1. Julia: response to concerns about length for kindergartners: students aren't sitting stationary the whole day. They are moving, active, not melting down in the last hours as parents were concerned about with the length of day.
    2. Alisa: This schedule would have 6th graders release 10 minutes earlier, so it wouldn't be such a stretch to release 6th graders ten minutes earlier.
  - iii. General teacher feedback: Do not go later than 4.
  - iv. David Vigil: his school releases high schoolers to do sports at other schools without changing their schedule; students just leave early. An entire schedule change for 15 kids doesn't make sense.
  - v. Claudia: Why does there have to be an early release?
    1. Todd: collaboration time and having a chunk of time for teachers to work together. For example, upcoming PD on working with challenging students and they need a longer chunk of time to be able to do this.
- c. Feedback from 5th grade:
- i. 12 too early, 1 is more reasonable





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

- ii. Why not move early release to Friday? (This seemed like a popular idea; posited by parents in multiple grade-levels in feedback to SAC).
  - 1. Todd: thinking about aligning with other schools if siblings are somewhere else but that's not a driving factor
  - 2. David: legislature is really pushing back against 4 day weeks. Might strike this down anyways.
- iii. **Child care concerns:** RGEC can accommodate 40% of student population at the new school, and right now only 15% of school uses it currently. They will make a Wednesday-only deal for families needing that. Most schools run 20% in aftercare program.
- iv. **Issue with having RGEC fill that two-week delay is that there won't be space--gym area will be staging for furniture. Todd has a note to see if they have capacity for those two weeks for our students at their other sites.**
- v. From David: not in favor of having all families vote, but is in favor of putting all three final options to all families and having them give SAC input. He feels like the SAC and GC have to make the best decision for the school as a whole.
  - 1. Todd is presenting 3 calendars to GC Dec. 13th
- vi. (The longer days in proposed calendars is allowing for the proposed longer lunch and the necessary delayed start.)
- vii. Clarifying question from parent: driving force is that school will not be ready, thus the later start, not because of teacher planning needs.
  - 1. Yes. Teachers begin in August (all proposed schedules leave teacher contracts the same, just front-load their prep time to these first weeks while the school building is still being finalized).
- viii. Input from SAC from each grade level to help Todd as he sends some of these options to the GC. Todd recommends that SAC helps narrow it down to 3.
  - 1. Alisa: Teachers would prefer option B, C or D. Only 1 teacher wanted earlier, lots said please don't go earlier. **Most teachers**





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

**would prefer earlier release than 3:20, but that's not mathematically possible.**

2. Kinder: 7 in favor (4 with caveat that lunch this would create a longer lunch), 3 opposed for reasons that have been stated above (cost of childcare, delayed start childcare challenges), 1 is concerned but still mulling it over.
  3. 2nd: split 50/50 for and against proposed calendar.
    - a. PArents who are against were primarily against late start and having to worry about childcare. Pretty strong concern.
    - b. Communication about why we have to start later wasn't clear
  4. 3rd grade: similar concerns about later start.
- b. Voting from SAC
- i. (B and D: only difference is a half last day--students very squirrely that day)
  - ii. Decision: B, D, E will be presented to GC

A	B	C	D	E
	IIIIIII 6	II 2	IIIIIII 7	I*I*I*II  *If E is an 8:20 start  From Todd: the change to 8:20 start won't work because the instructional time won't add up





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

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

- a. SAC Regular Meeting: 30 January 2019 @ 6:00pm
- b. GC Town Hall: 31 January 2019 @ 6:00pm
- c. SAC Regular Meeting: 6 March 2019 @ 6:00pm
- d. GC Town Hall: 10 April 2019 @ 6:00pm
- e. SAC Regular Meeting: 1 May 2019 @ 6:00pm

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Page 14

