



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

**Date:** 23 August 2018

**Time:** 6:00 pm

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

- A. **Call to Order** (Todd)
- B. **Roll Call and Establishment of Quorum** (Todd)
- 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 (Todd):** Clarity on SAC roles and various committees
  - b. **Discussion** (Claudia Randolph): Library Committee
  - c. **Discussion** (Shasta Leonhardt): Afterschool Program

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

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F. After School Class Update:

Fall 2018 after school classes are coming soon! Look for the class list in the coming week with start dates mid - sept.

If you have a class you'd love for us to bring to NMIS please email us @ [nmis.afterschool@gmail.com](mailto:nmis.afterschool@gmail.com). If you know of a friend, family member or volunteer that could bring fun, free classes to our school let us know! We'd love to offer a wide variety of paid and free classes to our families.

PDF is here: (let me know if you can't see it)

<https://drive.google.com/file/d/0B-PQNSsEJ4J5TGxWMm43bzZTMHM/view>

G. Parent concern:

1. Bus! Does the school have anything in the works for arranging a bus pick up from the West side for next year? How do we get the ball rolling on this?

2. Lunch schedule- I think the new recess/lunch schedule is a good idea if implemented correctly. I know many parents are concerned that kids are not eating but it takes time for kids to get adjusted and figure out the system. The first few days my kids were coming home with lunch still in their bags but that has already stopped. My only concern is the amount of time allotted. A total of 30mins is not enough. 15mins to play and 15 mins to eat is the idea, however they are not accounting for time it takes to gather all the kids, wash hands (necessary) and then eat. They need more time, even if they did get a full 15mins to eat why are we teaching them to rush through this, eat fast, minimize social activity? Health eating habits are important and should be taught as such, especially at an IB school. Have they considered adding on another 15-30 mins to the end of the day?

3. Traffic - there is definitely more traffic with the additional K class. Do they feel things are running smoothly? If not, maybe they should consider a different drop off tie for the kindergarten classes?

a. **Discussion** (Stacey Adams): Yearbook/School Photos Committee

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- b. **Discussion** (David Vigil): Catered Lunch Program
- c. **Discussion** (Nancy Abeyta): Uniform Committee

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**

- a. **Discussion** (Shari Beck): Bienvenidos Picnic 2018 on 26 August 2018
- b. **Discussion** (Shari Beck): Fall Picture Day on 17-18 September 2018
- c. **Discussion** (Nancy Abeyta): World Teacher Day/ABQ Aloft on 5 October 2018

**Events that will take place after next SAC meeting**

- d. **Discussion** (Claudia Randolph): United Nations Day on 24 October 2018
- e. **Discussion** (Stacey Adams): International Day of Tolerance on 16 November 2018
- f. **Discussion** (David Vigil): Winter Violin Concert on 14 December 2018
- g. **Discussion** (Nancy Abeyta) School Choice Week on 28 January - 1 Feb 2019
- h. **Discussion** (Shasta Leonhardt): Talent Show on 15 February 2019
- i. **Discussion** (Shari Beck): Spring Photo Day on 4-5 March 2019
- j. **Discussion** (Christina Furst): World Poetry Day on 21 March 2019
- k. **Discussion** (Shasta Leonhardt): Earth Day on 22 April 2019
- l. **Discussion** (David Vigil): Spring Violin Concert on 10 May 2019
- m. **Discussion** (Christina Furst): Kinder Graduations on 21 May 2019
- n. **Discussion** (Nancy Abeyta) Fifth Grade Graduations on 21 May 2019
- o. **Discussion** (David Vigil): Water Day/Last Day Celebration on 22 May 2019
- p. **Discussion** (Christina Furst): *All Aboard!* Breakfast 2019 (date TBD)
- q. **Discussion** (David Vigil): Bienvenidos Picnic 2019 (date TBD)

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

- a. **Discussion** (Todd): Facility and Move Update
- b. **Discussion** (Todd): Room Parents by grade level
- c. **Discussion** (Todd): Clarity of SAC (and its committees) vs. NMISF (and its committees).
- d. **Discussion** (name): Type name of discussion item here.

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**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): Election of SAC officers for 2018-2019
- K. **Discussion and Possible Action** (Todd): Discussion regarding on-site after school day care services. Possible action to recommend other options to increase capacity
  - a. Should RGEC no longer be able to provide care ([this is not expected to be an issue](#)), the school will not investigate alternative providers.
  - b. RGEC investigating adding an exit door to another room in building at their cost to be able to expand number of children they can accommodate.
- L. **Discussion and Possible Action** (Todd): Role of SAC and *Families of NMIS* Facebook Page. Possible action to have SAC officer(s) and school admin as page administrators
  - a. Motion passed: Add all SAC members as administrators on Facebook page.
    - i. Front office to communicate withdrawn families so we can pull those folks from the Facebook page.
    - ii. Eventually limit admin on Families of NMIS to SAC, but one thing at a time (need to eventually set a deadline for this change)
- M. **Discussion and Possible Action** (Todd): SAC/GC Liaison nominations. Possible action to make nomination to this position, or formalize process to accept nominations before next GC meeting.
  - a. Motion passed to make this liaison a shared model. SAC member to attend GC meetings as a checks and balances to report out to GC what is happening with SAC, and share with SAC what is happening with GC. (SAC reps are non-voting GC members)
    - i. Sept. 13: Christina
    - ii. Dec. 13: Shasta
    - iii. Feb. Shari
    - iv. March: Nancy
    - v. April: Claudia
    - vi. May: David
- N. **Discussion and Possible Action** (Todd): Formalization of subcommittees of SAC. Possible amendment to bylaws to clarify subcommittees of SAC.
  - a. Motion passed to formalize all sub-committees of SAC.
- O. Possible creation of new committees:

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- a. Battle of the Clans
  - b. Maintenance and Operations
  - c. Motion passed to add these as committees. Maintenance and Operations will help with the upcoming move.
  - d. Motion passed to adjust SAC by-laws to reflect changes:
    - i. Section 1 ("Primary Functions of SAC):
      - 1. Item b: Remove: "To appropriate funds raised through the fundraising efforts of the school's other committees).
        - a. Add to same section/item: "To oversee the successful operation of subcommittees of the SAC."
      - 2. Item j. Add "To oversee the coordination of special events (non-fundraising events)"
    - ii. Section 2: Ancillary Functions of the SAC
      - 1. Item e: Remove "To review the budget before its presentation to the GC by School Administration."
    - iii. Section 5: Term on Membership
      - 1. Item c: Remove "Ideally, only one third of membership will be newly-elected each year."
- P. Discussion and Possible Action** (Nancy): Uniform Logo Solution - Is the solution proposed acceptable? How best to communicate with community?
- a. Issues raised: Copyright issues with wrong logo. Handing down uniforms to younger children after the grace period ends? Is it an exchange? Nancy to follow up with printing company to clarify process and then share via newsletter with families.
- Q. 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

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