

## Cien Aguas International School – Agenda

Date: Monday, September 11, 2017 – 5:15-7:15

2000 Randolph SE Albuquerque, NM 87106 (Multipurpose Room)

***Spanish interpretation will be available at all GC meetings. All community members are invited to attend.***

CAIS Mission: CAIS is a K-8 school with a focus on dual language instruction, inquiry, and environmental sustainability. Cien Aguas seeks to develop students who can ask and investigate important questions about the world around them, are committed to a sustainable society, and are working toward cross-cultural competence, bilingualism and biliteracy in Spanish and English.

Agenda Item	Summary	Action Item/Meeting Preparation
5 min Check-in	(Share “wins”, things to clear, and whatever is important)	<p><i>Discussion Items:</i></p> <ul style="list-style-type: none"> <li>● Middle School Open House this Wednesday.</li> <li>● Tennis Team Started at Cien Aguas</li> <li>● Art Demonstration Representing Cien Aguas at the State Fair</li> <li>● School Grade and Teacher Evaluation Grades (NMTEACH)</li> <li>● Enrollment in AP spanish Increase</li> </ul>
5 min Chairs’ Check-in	<p><i>Approval of Minutes &amp; Agenda</i></p> <p>Review: May 22 and June 12 GC Minutes August Agenda</p>	<p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>● Motion to approve June 12 and August 14 Minutes</li> <li>● Motion to approve September 11 agenda</li> </ul>
10 min Public Forum	<p><i>The sign-up for Public Forum is available right before the meeting. This is the opportunity for parents and the community to share questions, concerns and opinions with the governing council.</i></p> <ul style="list-style-type: none"> <li>- 2 min/person limit</li> </ul>	
20 min School Director/ Curriculum Report	<p><i>Mr. Casey Benavidez: School Director/ Mr. Robert Gallegos: Assistant Director/ Ms. Ynette Colyer: Curriculum Coordinator</i></p> <ul style="list-style-type: none"> <li>●</li> </ul>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Report on PARCC and School Grade for the school</li> </ul> <p><b>Action Items:</b></p>

15 min Financial Report	<p><i>Ms. Ruby Chavez: Business Manager</i></p> <p>Review:</p> <ul style="list-style-type: none"> <li>• August Financial Report</li> </ul>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>• BAR 001-780-1718-0003-M, Fund 11000, xfer within the 1000 function.</li> <li>• BAR 001-780-1718-0004-M, Fund 11000, xfer within the 2000 functions.</li> <li>• BAR 001-780-1718-0005-T, Fund 11000 cross function transfer from 1000 to 2100</li> <li>• Audit document-Related Party -Signature required of all board members.</li> <li>• PSCOC Project Closeout Certification - Signature required of GC President.</li> </ul>
15 min Committee Reports	Keep focused on Action Items	
<ul style="list-style-type: none"> <li>• Executive Committee</li> </ul>	<p><i>Ms. Lisa Meyer: Governing Council Chair</i></p>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>• School director's evaluation</li> <li>• Plan for completing GC training requirements</li> <li>• Discussion of employee handbook (See folder.)- 1) specific language in annual leave policy 2) are there other things that should be reviewed in employee handbook</li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>• Approve committee to complete director's evaluation</li> <li>• Approve change in annual/ vacation leave policy</li> </ul>
<ul style="list-style-type: none"> <li>• Nominating Committee</li> </ul>	<p><i>Open position</i></p>	<p>Discussion:</p> <p>Update on recruiting members for the Governing Council Recommendation from the nominating committee</p> <p><b>Action items</b></p> <ul style="list-style-type: none"> <li>• Approve new board member</li> </ul>
<ul style="list-style-type: none"> <li>• Finance Committee</li> </ul>	<p><i>Mr. Alan Marks: GC Treasurer</i></p> <p>See financial report</p>	<p><b>No action items</b></p>
<ul style="list-style-type: none"> <li>• Audit Committee</li> </ul>	<p><i>Ms. Lisa Meyer / Ms. Ruby Chavez</i></p>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>• See finance report above.</li> <li>• Update on where we are in the 2016-17 audit process</li> </ul> <p><b>No action items</b></p>
Closed session		<p><b>Discussion item:</b></p> <p>Personnel Issue</p> <p><b>No action items</b></p>

Come back to Open Session		<b>Action item:</b>
Adjourn		<b>Motion to adjourn by</b> <b>TIME:</b>

Regular board meetings will be held the 2<sup>nd</sup> Monday of each month unless announced differently by governing council. Agendas sent in advance will identify action items and things to prepare for the meeting. GC members will submit reports to be included in meeting packet ideally 10 days (a minimum of 3 days) in advance of the meeting. Board meeting packets will be distributed at least two days (ideally seven days) prior to the meeting. All action items must be posted on the agenda twenty-four hours before the meeting.

**Next Board Meeting** October 9, 2017 \* Site: *Cien Aguas International School*

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Cien Aguas GC Chairperson

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Cien Aguas Secretary