

## Cien Aguas International School – Agenda

**Date:** Monday, August 12, 2019 5:15-7:15 pm

2000 Randolph SE Albuquerque, NM 87106 (Multipurpose Room)

Present: Lisa Meyer, Don, Rob, Meagan, Carolina

Alan: arrived 6:04pm

Casey, Patti, Ruby, Robert

***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) <ul style="list-style-type: none"> <li>• Admin team and GC members to share wins</li> </ul>	<p><i>Discussion Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Beginning of School</i></li> <li>• <i>Staffing Pattern</i></li> <li>• <i>Facilities</i></li> <li>• <i>Niche middle school and elementary school rating</i></li> <li>• <i>Site visit and school choice report</i></li> <li>• <i>Work on Website</i></li> </ul>
5 min Chairs’ Check-in	<p><i>Approval of Minutes &amp; Agenda</i></p> <p>Review:</p> <p>August 12 Agenda</p> <p>Minutes from June 12 meeting</p>	<p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>• <b>Motion to approve the August 12 agenda</b> <b>Rob, Second: Meagan</b> <b>Passes unanimously</b></li> <li>• <b>Motion to approve the June 12 minutes</b> <b>Rob, Second: Meagan (Carolina abstaining)</b> <b>Passes unanimously</b></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> <p style="padding-left: 40px;">- 2 min/person limit</p>	

30 min Data Committee	<i>Data Committee:</i>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Brief report on evaluation data that has come in and how we will be using it <ul style="list-style-type: none"> <li>○ Testing days 8/16 and 8/19</li> <li>○ New teacher support via PED</li> </ul> </li> <li>● We will be conducting a Data Day on September 4th</li> </ul>
20 min School Director/ Curriculum Report	<i>Mr. Casey Benavidez: School Director/ Mr. Robert Gallegos: Assistant Director/ Ms. Patricia Garcia: Curriculum Coordinator</i>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Patricia Garcia curriculum coordinator report</li> <li>● Discussion of proposed contract for Constance Dove to represent Cien Aguas as a broker/realtor - (GC will convene in closed session to discuss contracts)</li> </ul> <p>Motion to convene in closed session to discuss the proposed broker contract: Don, Second: Carolina  Passes unanimously via individual roll call  Closed session: start 5:45pm  Casey, Ruby and Constance invited to join the GC in closed session.  Constance left closed session: 6:09pm  Constance invited back into closed session: 6:49pm  Constance left closed session: 7:00pm  Constance invited back into closed session: 7:08pm  Constance left closed session: 7:16pm  Motion to exit closed session at 7:19pm: Lisa  Second: Meagan  Passes unanimously</p> <p><b>Action items: Approve contract to realtor Constance Dove.  Don Second: Rob  Passes Unanimously</b></p>
20 min Financial Report	<i>Casey Benavidez, School Director / Ms. Ruby Chavez: Business Manager / Mr. Alan Marks: Treasurer</i>	<p><b>Discussion items:</b></p> <p><b>Action items</b></p> <ul style="list-style-type: none"> <li>- Related Party Doc</li> <li>- BAR 001-780-1920-0001-IB NM Grown FVV, \$3,000</li> <li>- BAR 001-780-1920-0002-IB Instructional Mtrls., \$29,969</li> </ul> <p><b>Motion to approve the bars: Carolina Second: Alan  Passes unanimously</b></p>
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, Carolina Nkouaga, Vice-chair, Alan Marks - treasurer, Meagan Parmley - secretary</i></p>	<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>Approve ad hoc facilities committee. No action required</li> </ul>
<ul style="list-style-type: none"> <li>Policy Committee</li> </ul>	<p><i>Ms. Michelle Christman: Policy Committee Chair</i> <i>Other members: Meagan Parmley, Rob Woodruff</i></p> <ul style="list-style-type: none"> <li></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>Nominating Committee</li> </ul>	<p><i>Mr. Rob Woodruff: Chair / Other member: Lisa Meyer</i></p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>GC to report on possible GC candidates</li> </ul> <p><b>Action items</b></p> <ul style="list-style-type: none"> <li>Accept resignation from Michelle Christman Motion to accept resignation from Michelle Christman: Rob Second: Don Passes Unanimously</li> </ul>
<ul style="list-style-type: none"> <li>Audit Committee</li> </ul>	<p><i>Ms. Lisa Meyer: Chair / Other members: all of the governing council members / Ms. Ruby Chavez: Business Manager</i></p>	<p><b>Discussion item:</b></p> <ul style="list-style-type: none"> <li><b>Audit Committee Meeting 9/23/19 (1 person from GC to attend)</b></li> </ul>
Adjourn		<p><b>Motion to adjourn: 7:55 Alan: Second Lisa</b> <b>Passes Unanimously</b></p>

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** Monday, September 9, 2019 5:15-7:15 pm \* Site: *Cien Aguas International School*

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Cien Aguas GC Chairperson

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Cien Aguas Secretary