

## Cien Aguas International School- Final Minutes

Date: Monday, May 22, 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.

In attendance from GC: Lisa, Alan, Michelle, Carolina, Katharine. In attendance from CAIS leadership team: Mr. Benavidez, Mr. Gallegos, Ms. Colyer, Ms. Chavez.

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>● <i>Ms. Servatt’s class recently competed at a Local History Competition and placed second making them eligible to go to National Competition during the summer. Fundraising efforts are underway.</i></li> <li>● <i>Graduation was a success. We had a great turnout and great ceremony.</i></li> <li>● <i>With donations from various sources and working with our budget, we were able to fund the buses until the end of the school year. Next years transportation budget looks to be appropriately funded.</i></li> <li>● <i>Testing Done-IPT, PARCC</i></li> <li>● <i>End-of-year assembly celebrated students and teachers</i></li> <li>● <i>Lottery successfully completed, over 250 applicants</i></li> <li>● <i>AP Spanish course completed and students took AP exam, 3 of the students finished course with 100%</i></li> <li>● <i>Parent survey brought back great results</i></li> </ul>
5 min Chairs’ Check-in	<p><i>Approval of Minutes &amp; Agenda</i></p> <p>Review:</p> <p>April 10 , April 24 and May 12 GC Minutes</p> <p>May Agenda</p>	<p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>● <b>Motion to Approve April 10, April 24 and May 12 Meeting Minutes</b> <ul style="list-style-type: none"> <li>○ <b>Motion to approve all three minutes: Michelle</b></li> <li>○ <b>2nd: Alan</b></li> <li>○ <b>Unanimous</b></li> </ul> </li> <li>● <b>Motion to Approve May 22 GC Agenda</b> <ul style="list-style-type: none"> <li>○ <b>Motion: Alan</b></li> <li>○ <b>2nd: Carolina</b></li> <li>○ <b>Unanimous</b></li> </ul> </li> </ul>

<p>10 min Public Forum</p>	<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>	<p><i>Rep from PTA asked about the reduction in next year's budget on supplies, would like more information on how the school will do to make sure it has enough supplies. Also asked about janitorial services and cut to the budget.</i></p>
<p>20 min School Director/ Curriculum Report</p>	<p><i>Mr. Casey Benavidez: School Director/ Mr. Robert Gallegos: Assistant Director/ Ms. Ynette Colyer: Curriculum Coordinator</i></p>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Discussion of developments with regard to facilities and contracts.</li> <li>● Discussion on new expeditionary learning being incorporated into middle school curriculum next school year</li> <li>● <b>Information on grant or RFI's filled out (Read to Lead, IDEA-B, Hard to Staff, Fine Arts, Title II)</b></li> </ul> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>● <b>Approval of Title II application</b> <ul style="list-style-type: none"> <li>○ <b>Motion: Alan</b></li> <li>○ <b>2nd: Lisa</b></li> <li>○ <b>Unanimous</b></li> </ul> </li> </ul>
<p>15 min Financial Report</p>	<p><i>Ms. Ruby Chavez: Business Manager</i></p> <p>Review:</p> <ul style="list-style-type: none"> <li>● May Financial Report</li> </ul>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Revised budget changes</li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>● <b>BAR 507-000-1617-0037-I, Increase-Medicaid Funds, \$4,382</b></li> <li>● <b>BAR 507-000-1617-0038-I, Increase-Food Services, FY15-16 Cash bal., \$21,623</b></li> <li>● <b>BAR 507-000-1617-0039-I, Increase-HB/Cap. Funds, FY15-16 Cash bal. \$213,333</b></li> <li>● <b>BAR 507-000-1617-0040-D, Decrease-SB9/Cap. Funds, FY15-16 Cash bal. (\$28,761)</b></li> <li>● <b>BAR 507-000-1617-0041-I, Increase Title II, \$15,699</b></li> <li>● <b>BAR 507-000-1617-0042-I, Increase-Title I, \$22,957</b></li> <li>● <b>BAR 507-000-1617-0043-I, Increase-Food Services, \$3,109</b></li> <li>● <b>BAR 507-000-1617-0044-M, Xfer-Title I, \$0.00</b></li> <li>● <b>BAR 507-000-1617-0045-I, Increase-Medicaid Funds, \$3,583</b></li> <li>● <b>BAR 507-000-1617-0046-I, Increase-Oper., \$4,652</b></li> <li>● <b>BAR 507-000-1617-0047-I, Increase-Oper., \$2,382</b></li> <li>● <b>BAR 507-000-1617-0048-I, Increase-Oper., \$1,820</b></li> <li>● <b>BAR 507-000-1617-0049-D, Decrease-Oper., (\$68,230)</b></li> <li>● <b>BAR 507-000-1617-0050-M, Xfer, Oper., \$0.00</b></li> <li>● <b>BAR 507-000-1617-0051-IB, Initial Budget, CenturyLink,</b></li> </ul>

		<p>\$5,000</p> <ul style="list-style-type: none"> <li>● BAR 507-000-1617-0052-I, Increase, Oper., \$2,542</li> <li>● BAR 507-000-1617-0053-IB, IDEA-B, \$16,345</li> <li>● BAR 507-000-1617-0054-IB, IDEA-B-PreSchool, \$956 <ul style="list-style-type: none"> <li>○ Motion to approve all BARs above: Lisa</li> <li>○ 2nd: Katharine</li> <li>○ Unanimous</li> </ul> </li> <li>● FY2017-2018 PSCOC Lease Application <ul style="list-style-type: none"> <li>○ Approved at previous meeting &amp; submitted to APS</li> </ul> </li> <li>● FY2017-2018 PSCOC Conflict of Interest Questionnaire <ul style="list-style-type: none"> <li>○ Completed at previous meeting &amp; submitted to APS</li> </ul> </li> <li>● Approve final budget SY 17-18 <ul style="list-style-type: none"> <li>○ Motion: Alan</li> <li>○ 2nd: Katharine</li> <li>○ Unanimous</li> </ul> </li> </ul>
15 min Committee Reports	Keep focused on Action Items	
<ul style="list-style-type: none"> <li>● Executive Committee</li> </ul>	<i>Ms. Lisa Meyer</i>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Discussion of number of board members and positions</li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>● Approve letter from GC to PED for public hearing on proposed adoption of 6.80.5 NMAC, Charter School Governing Body Requirements. <ul style="list-style-type: none"> <li>○ Motion: Lisa</li> <li>○ 2nd: Carolina</li> <li>○ Unanimous</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>● Nominating Committee</li> </ul>	<i>Open position</i>	<p><b>Discussion items:</b></p> <p>Update on recruiting members for the Governing Council</p> <p><b>No action items</b></p> <ul style="list-style-type: none"> <li>●</li> </ul>
<ul style="list-style-type: none"> <li>● Finance Committee</li> </ul>	<i>Mr. Alan Marks: GC Treasurer</i> See financial report	<b>No action items</b>
<ul style="list-style-type: none"> <li>● Audit Committee</li> </ul>	<i>Ms. Lisa Meyer / Ms. Ruby Chavez</i>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● See finance report above.</li> </ul> <p><b>No action items</b></p>
Closed session		<p><b>Enter into closed session: 6:34pm</b></p> <p><b>Discussion item:</b></p> <p>Director's Evaluation</p> <p>Director's contract for next year</p>

		<p>Mr. Benavidez invited into closed session at 7:00pm</p> <ul style="list-style-type: none"> <li>- Motion to enter into open session: Alan</li> <li>- 2nd: Katharine</li> <li>- Unanimous</li> </ul>
Come back to Open Session		<p><b>Come back into open session: 7:18pm</b></p> <p><b>Action item:</b></p> <p><b>Approve Director's Evaluation</b></p> <ul style="list-style-type: none"> <li>- <b>Motion to approve Evaluation:Katharine</b></li> <li>- <b>2nd: Michelle</b></li> <li>- <b>Unanimous</b></li> </ul> <p><b>Approve Director's contract</b></p> <ul style="list-style-type: none"> <li>- <b>Motion to approve contract: Alan</b></li> <li>- <b>2nd: Carolina</b></li> <li>- <b>Unanimous</b></li> </ul>
Adjourn		<p><b>Motion to adjourn by Alan</b></p> <p><b>2nd: Katharine</b></p> <p><b>Unanimous</b></p> <p><b>TIME: 7:22pm</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** June 12, 2017 \* Site: *Cien Aguas International School*

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Cien Aguas GC Chairperson

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Cien Aguas Secretary