

## Cien Aguas International School – Agenda

Date: Monday, February 13, 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: Lisa, Alan, Michelle, Carolina, Casey

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>● Meeting opens at 5:28pm</li> <li>● Meet your Middle School Meeting and work of the School Advisory Committee. -School of Choice Feb 2nd, work on the new brochure, dedication of staff and parents to this initiative.</li> <li>● Participation of Students in Bellas Artes</li> <li>● Ready to start IPT and ACCESS exams at the school</li> <li>● Release of Capital Outlay to purchase more computers</li> <li>● Ynettes shared Primary teachers hosted math workshop for parents</li> <li>● Alan shared APS Capital Outlay meeting, where they discussed HB33 related to charter schools</li> <li>● Lisa shared that GLAD trainers came to CAIS for site visit</li> </ul>
5 min Chairs’ Check-in	<p><i>Approval of Minutes &amp; Agenda</i></p> <p>Review:</p> <p>Jan 28 meeting &amp; retreat minutes</p> <p>October 5 special meeting minutes</p>	<p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>● <b>Motion to Approve January 28 Meeting and Retreat Minutes</b>  <b>MOTION: Carolina</b>  <b>SECOND: Michelle</b>  <b>Passes unanimously</b></li> <li>● <b>Motion to Approve October 5 Special Meeting Minutes</b>  <b>MOTION: Alan</b>  <b>SECOND: Lisa</b>  <b>Passes unanimously</b></li> <li>● <b>Motion to Approve February 13 GC Agenda</b>  <b>MOTION: Carolina</b>  <b>PASSES: Alan</b>  <b>Passes unanimously</b></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> <li>- <b>Public comment on health education, request for a qualified/experienced educator to come in, request for information to be shared with parents</b></li> <li>- <b>Public comment on budget cuts to transportation budget, request to continue offering bus service to continue to relieve the drop-off/pick-up situation, build community at drop-off locations, and assists working parents; recommendation for bus committee</b></li> <li>-</li> </ul>	
<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>Administration Report</p> <ul style="list-style-type: none"> <li>● Report on our current budget and budget cuts that have been imposed on the school through the Legislative Special Session and Current Session as well as transportation budget cuts..</li> </ul>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Review draft goals for Performance Framework that is being submitted to APS <ul style="list-style-type: none"> <li>○ Revised goals have been submitted, awaiting response</li> </ul> </li> <li>● Regarding Budget Cut <ul style="list-style-type: none"> <li>○ Possible impact on school calendar <ul style="list-style-type: none"> <li>■ impact of potential APS furlough days being considered</li> </ul> </li> <li>○ Relations with APS</li> <li>○ School Impact</li> <li>- Casey shared budget cuts to transportation budget and possible plans</li> <li>- CAIS has begun some financial savings regarding supplies, substitutes</li> </ul> </li> </ul> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>● <b>Establish an ad hoc committee to do final revisions on Performance Framework Goals before the March meeting</b> <ul style="list-style-type: none"> <li>○ <b>Alan and Michelle volunteer</b></li> <li>○ <b>MOTION: Lisa</b></li> <li>○ <b>SECOND: Carolina</b></li> <li>○ <b>Passes unanimously</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>● January Financial Report <ul style="list-style-type: none"> <li>○ Discussed potential budget cuts, final cuts will not be known until March</li> <li>○ Suggestion to have actuals vs projected split out for April meeting reports, to have better sense of actual financial situation after cuts</li> <li>○ BAR to decrease transportation will be approved, but GC hopes the decreased amount will be funded through operational funds</li> </ul> </li> </ul>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● <b>Initial report out on official audit findings</b> <ul style="list-style-type: none"> <li>- <b>No material findings</b></li> <li>- <b>Other findings have been responded to by business manager</b></li> </ul> </li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>● <b>BAR 507-000-1617-0022-I Increase to PSCOC Lease Assistance</b></li> </ul>

	so as not to impact student transportation	<ul style="list-style-type: none"> <li>● <b>BAR 507-000-1617-0023-D Decrease to Transportation MOTION TO APPROVE BOTH BARS: Lisa</b> <b>SECOND: Michelle</b> <b>Passes unanimously</b></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</i></p>	<p><b>Discussion items:</b></p> <ul style="list-style-type: none"> <li>● Decide next steps for reviewing policy and procedures (continued discussion from retreat) <ul style="list-style-type: none"> <li>○ Discussion on reviewing list of necessary policies, determine which exist, which need to be added, which need to be revised; create a prioritized list</li> <li>○ Leadership team is reviewing policies for GC approval, can send any revised/reviewed policies to Carolina as GC rep and resource person as needed</li> </ul> </li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>● <b>Resolution that all families and students are welcome at CAIS as recommended by the director</b> <ul style="list-style-type: none"> <li>○ <b>Casey proposed a statement drafted in collaboration with the school advisory committee, to be included on CAIS website, Facebook and newsletter</b> <i>At Cien Aguas International School, we welcome and support people of every religious and national background, whether immigrant, refugee, or native-born. We are proud that the administration, faculty, staff, students, and families of our school include a broad array of people from many cultures, languages, nationalities, ethnicities, sexual and gender identities, abilities, religions, and life experiences.</i></li> <li>○ <b>MOTION : Michelle</b> <b>SECOND: Lisa</b></li> <li>○ <b>Passes unanimously</b></li> </ul> </li> <li>● <b>Establish a committee to revise Director Evaluation process for 2017-18</b> <ul style="list-style-type: none"> <li>○ <b>Table until March meeting</b></li> </ul> </li> <li>● <b>Move March meeting if needed for quorum</b> <ul style="list-style-type: none"> <li>○ <b>March meeting will remain on March 13 from 5:15-7:15</b></li> </ul> </li> </ul>

• Nominating Committee	<i>Open position</i>	<b>No action items</b> • Recruitment blurb will be in next newsletter and flyers will be posted on campus, soliciting membership from parent or community volunteers
• Finance Committee	<i>Mr. Alan Marks: GC Treasurer</i> See financial report	<b>No action items</b>
• Audit Committee	<i>Ms. Lisa Meyer / Ms. Ruby Chavez</i>	<b>Discussion items:</b> • See finance report above.  <b>No action items</b>
Come back to Open Session		<b>No action items</b>
Adjourn		<b>Motion to adjourn by: Alan</b> <b>Second: Michelle</b> <b>Passes unanimously</b>  <b>TIME: 7:48</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** March 13, 2017 \* Site: *Cien Aguas International School*

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Cien Aguas GC Chairperson

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Cien Aguas Secretary