

iCien Aguas International School – Governing Council Meeting Minutes

Date: Monday, October 3, 2016 – 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: Alan Marks, Lisa Meyer, Carolina Nkouaga, Katharine Baggett, and Casey Benavidez

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"> ● <i>Supplies purchased, Art work, etc.</i> ● <i>The Elementary School and now Middle School have been working on a “Fixed Set” mindset with positive results.</i> ● <i>We purchased a data management system that aligns with Power School.</i>
5 min Chairs’ Check-in	<p><i>Approval of Minutes & Agenda</i></p> <p>Review:</p> <p>June 13 and September 13 GC Minutes</p> <p>October Agenda</p>	<p>ACTION ITEMS</p> <ul style="list-style-type: none"> ● Motion to Approve June 13 and September 12 minutes <ul style="list-style-type: none"> ○ Motion to approve September by: Alan Marks ○ Seconded by: Lisa Meyer ○ Motion passed unanimously ● Motion to Approve October 3 GC Agenda made by: Katharine Baggett ● Seconded by: Alan Marks ● Motion passed unanimously.
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"> - <i>2 min/person limit</i> 	

<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> <p>.</p> <p>A parent meeting was held in September to consider establishing a school advisory committee and also to accept recommendations to revise and amend the current dress code. This parent group is currently working on recommended language to the existing dress code policy that will then be reviewed by the administration and school attorney and presented to the governance council for consideration during the October GC meeting.</p>	<p>Discussion items:</p> <ul style="list-style-type: none"> ● Leave of absence for two students ● Update on charter reauthorization application ● Update on dress code and share recommendations for revisions ● Policy and procedure responsibilities of the Governing Council to include a discussion of what policies need to be reviewed, revised or added. <p>Action Items:</p> <ul style="list-style-type: none"> ● Approve Leave of Absence for students <ul style="list-style-type: none"> ○ Motion to approve Carolina Nkouaga ○ Seconded by Lisa Meyer ○ Motion passed unanimously ● Approve school reauthorization application filing with APS <ul style="list-style-type: none"> ○ Move that the Governing Council authorize Cien Aguas submit the current draft of the Charter Renewal Application to Albuquerque Public Schools tonight, October 3rd, 2016, with the understanding with the final version will be approved by the Governing Council no later than Friday, October 7th, 2016. by Alan Marks. ○ Seconded by Carolina Nkouaga ○ Motion passed unanimously ● Approve revised dress code policy <ul style="list-style-type: none"> ○ Carolina Nkouaga makes a motion to move this to the next Governing Board meeting until the Parent Task Force and Leadership Team, staff and attorney have a chance to review the policy. ○ Seconded by Lisa Meyer ○ Motion passed unanimously ● Move to call in at 5pm on Wed. Oct 5th at 5pm to approve reauthorization by Alan Marks. <ul style="list-style-type: none"> ○ Second by Katharine Baggett ○ Passed Unanimously
<p>15 min Financial Report</p>	<p><i>Ms. Ruby Chavez: Business Manager</i></p> <p>Review:</p> <ul style="list-style-type: none"> ● September Financial Report 	<p>Discussion items:</p> <ul style="list-style-type: none"> ● Review internal policies and procedures ● Review volunteer policy and packet <p>Action items:</p> <ul style="list-style-type: none"> ● Approve BARS <ul style="list-style-type: none"> ○ 507-000-1617-0010-IB - \$21,262.50 ○ Motion to approve BARS by Alan Marks ○ Motion seconded by Lisa Meyer ○ Motion passed unanimously ○

		<ul style="list-style-type: none"> ● <i>Approve internal policies and procedures</i> <ul style="list-style-type: none"> ○ ● <i>Approve volunteer policy</i> <ul style="list-style-type: none"> ○ <i>Motion for volunteer applicants who have passed background screening and filled out pages 1-4 and 8 of the proposed policy will be tentatively approved pending approval of the final policy made by Alan Marks.</i> ○ <i>Seconded by Lisa Meyer</i> ○ <i>Passed Unanimously</i> ○ <i>Motion that a student from a "Fellow school" can also be granted volunteer access with pages 1-4 and 8 of proposed policy and a letter of recommendation from school by Alan Marks.</i> ○ <i>Seconded by Katharine Baggett</i> ○ <i>Motion passed unanimously</i>
15 min Committee Reports	Keep focused on Action Items	
<ul style="list-style-type: none"> ● Executive Committee 	<i>Ms. Lisa Meyer</i>	<p>Discussion items:</p> <ul style="list-style-type: none"> ● Director evaluation plan for SY 2016-17 ● Date for yearly Governing Council retreat ● Expanding the Governing Council to 7 members <p>Action items:</p> <ul style="list-style-type: none"> ● Approve committee to complete director evaluation for 2016-17 (tabled until November) ● Approve Lisa Meyer to another term on the Governing Council (tables until November)
<ul style="list-style-type: none"> ● Nominating Committee 	<i>Open position</i>	<p>No action items</p> <ul style="list-style-type: none"> ●
<ul style="list-style-type: none"> ● Finance Committee 	<i>Mr. Alan Marks: GC Treasurer</i> See financial report	No action items
<ul style="list-style-type: none"> ● Audit Committee 	<i>Ms. Lisa Meyer / Ms. Ruby Chavez</i>	No action items
Closed Session	<i>Personnel Matter: Review director's Professional Development Plan for 2016-17</i>	
Come back to Open Session		No action items
Adjourn		<p>Motion to adjourn by Katharine Baggett</p> <p>Seconded by Alan Marks</p> <p>Motion passed unanimously</p> <p>TIME: 7:25</p>

Regular board meetings will be held the 2nd 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 November 14, 2016 * Site: *Cien Aguas International School*

Cien Aguas GC Chairperson

Cien Aguas Secretary