



NEW MEXICO INTERNATIONAL SCHOOL

Governing Council Regular Meeting OFFICIAL MINUTES

DATE: September 19, 2024

TIME: 6:00 PM



ATTEND IN-PERSON

NMIS Conference Room
7215 Montgomery Blvd., NE Albuquerque, NM 87109

To attend in-person, you must sign up with the school receptionist in our main lobby at least 6 hours before the start of the meeting.



ATTEND VIA GOOGLE MEET

<https://meet.google.com/aie-ofdy-brw>



ATTEND VIA TELEPHONE

+1 631-485-6838
PIN: 751 010 505#

A. INTRODUCTION

a. **Call Meeting to Order (President)** Meeting called to order at **6:01 pm** by Patrick Fry.

b. **Roll Call (Secretary)**

Member	Present in-person	Present via GoogleMeet	Present via Telephone	ABSENT
Andy Barrett		x		
Audrey Schrader		x		
Patrick Fry		x		
John Jones		x		
Bobby Wallace		x		

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c. Adoption of Agenda for Today's Meeting (President)

Discussion: none

Motion to "adopt agenda for September 19" made by: Andy

Seconded: Booby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

d. Approval of Minutes (Secretary)

i. [Regular Meeting August 15, 2024](#)

Discussion: none

Motion to "approve minutes of regular meeting on August 15" made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

e. Public Comment (President):

This is an opportunity for members of the public to address the Governing Council (GC) for up to five minutes with comments or issues, whether or not they are posted on the agenda. The President may reduce the time for each participant to speak to ensure adequate time to conduct GC business. The GC, by law, cannot take action nor have any discussions or deliberation on any

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presentation made to it concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.

Were members of the public present? **YES**

If “yes” complete table below *only for members of public that have made comment*:

Name (as shown in Google Meet)	Method of attendance (in-person, Google Meet, or telephone).	Summary of comments made
various members of the NMIS Student Council	Google Meet	Will be speaking at the discussion item regarding approval of fundraising items.
two pending GC members	Google Meeting	Present for discussion about their candidacy

B. CONSENT AGENDA ITEMS

The following items are **recommended for approval** via consent agenda by the respective committee. These items may **pass without discussion** if approved unanimously by a quorum of GC members participating in this meeting. Any GC member may remove any individual item from this list for discussion and possible action elsewhere in this agenda.

a. Finance Committee (Any GC member on this committee may make motion to accept without discussion)

- i. [August, 2023 Finance Reports](#)
- ii. [NMIS BAR 11000-0002-I](#)

Motion to approve items recommended for approval by Finance Committee: Bobby

Second: Andy

Roll Call Vote

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	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

- b. Policy Committee** (Any GC member on this committee may make motion to accept without discussion)
- Approval of revision to [Policy E-03 Capital Asset Policy](#) adding language defining capital assets when acquired as part of a larger procurement.

Motion to approve policy E-03: John

Second: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

- Approval of revision to [Policy F-03 Employee Leave](#) adding “Mentorship Leave” as new type of available leave and language about limits on leave.

Motion to approve policy F-03: Patrick

Second: John

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x

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against					
absent/abstain					

motion **PASSES**

C. DISCUSSION AND ACTION ITEMS

a. Discussion and Possible Action (President): Discussion and action on any item removed from Consent Agenda (if applicable)

No items were removed from the consent agenda

b. Discussion and Possible Action (President): Potential new GC members

i. Susan Martinez

Discussion:

- A parent of a former student who is currently a junior in high school
- Avid fan of the school's program
- Had led fundraising at NMIS in her time at the school.
- Can bring perspective of a parent of an alum to the GC
- Patrick explained the obligations of a member including trainings, etc.

Motion to "appoint Susan Martinez as a [member of the NMIS Governing Council in position 3 effective 9/20/2024](#)" made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

ii. David Frosch

Discussion:

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- Patrick spoke to David and his references, which were all positive.
- He is an echo cardiologist
- Worked in sales
- Grandkids attend the school; doesn't see any potential conflicts
- Wants to contribute
- Due to a scheduled surgery, he may miss the December meeting

Motion to “appoint David Frosch as a [member of the NMIS Governing Council in position 1, replacing Matt Garcia effective 9/20/2024](#)” made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

c. Discussion and Possible Action (Pedrotty): Fundraising

i. Movie Night and Activities Fundraiser

Discussion:

- Lucas Lill and Jonah Hill presented
- FUn, international movie night, students coming in two groups
- Students will be charged \$20, and be given popcorn and drinks
- Would like to raise \$1,000 to \$1,500
- Money used to buy trophies plaques and gift cards to be given to parents and others at assemblies
- Not a Christmas movie, but possibly
- The students will supply their own blankets
-

Motion to “approve movie night fundraiser, film selection to be approved by the administration” made by: John

Seconded: Andy

Roll Call Vote

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	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

Discussion:

- Lucas Lill reviewed minute to win it games on April 11, 2025
- Bingo and movie
- \$20 per attendee
- Need more money to award prizes to classes that win school tournaments.
- More awards are being awarded because the different grade levels are getting prizes

Motion to “approve activity night fundraiser” made by: Bobby

Seconded: John

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

ii. NMIS Parent Prom-Back to the 90s

Discussion:

- Ela presented
- Parents are invited to a prom
- On a Friday in February
- There will be student baby sitters and chaperones

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- Charging \$20 per person or \$35 per couple
- Money to support students who may not be able to afford special fees for activities and transportation
- Open to GC members
- Taking place in the gym
- The chaperones and baby sitters will not be paid
- Motion to “approve parent prom fundraiser” made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

iii. Cane's Restaurant Nights

Discussion:

- Presented by student council members Eva Keeran and Joseph Muller.
- Proposed dates October 30 and December 18.
- Canes will donate 15% of sales to the student council
- Prediction is \$500 per night.
- Half of money raised will go to the middle school scholarship fund, other half to fund scholarships and bussing costs to the NM Student Council Conference this summer.

Motion to “approve Cane’s Restaurant Nights” made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					

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absent/abstain					
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motion **PASSES**

d. Discussion and Possible Action (Vice President): Update on Universal Free School Meals Program

Discussion:

- Todd reported that the lunch program was launched this year.
- Only one month so far.
- Breakfast and lunch provided.
- Contracted with APS central kitchen.
- About 184 meals are served per day.
- Reimbursement at this time does not match the actual cost, so it will be an additional expense to the school.
- 12 cents are lost per meal. At the current rate, that will result in the school needing to expend about \$90,000, which includes hiring lunchroom supervisors.
- Families order ahead of time.
- Need to hire people to supervise the mealtimes.
- The program will be monitored throughout the school year.
- Participation is increasing.

e. Discussion and Possible Action (Head of School): Formation of GC *ad hoc* committee to review Language Policy

Discussion:

- Todd is requesting a change in the school's language policy.
- He would like the GC to form an ad hoc committee to rewrite the policy because it is very difficult to find people to teach Arabic.
- Patrick requested that the decision be made after the two members join.

Motion was not made - tabled until next meeting.

f. Discussion and Possible Action (Corinne): [Updated FY24 Capital Assets Listing](#)

Discussion:

-

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Motion to “approve updated FY24 Capital Assets Listing” made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

g. Discussion and Possible Action (Corinne): [Proposed Disposal of Inventory](#)

Discussion:

- Corrine shared what further items are being disposed of. Includes outed radios, lap tops, and other obsolete, not being used or damaged items.

Motion to “approve proposed disposal of inventory” made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

D. CLOSED SESSION DISCUSSION

a. Discussion (President): Limited Personnel Matters - Head of School 2025 Goals

Motion to “move into closed executive session to discuss limited personnel matters ” made by: John

Seconded: Andy

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Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

motion **PASSES**

The governing council entered closed session at **h:mm pm**

E. RETURN TO OPEN SESSION

The governing council returned to open session at **8:11 pm**

A second recording was initiated for the remainder of the meeting

Motion to resolve that discussion during closed session was limited to limited personnel matters made by: John

Seconded: Bobby

Roll Call Vote

	Andy	Audrey	Patrick	John	Bobby
for	x	x	x	x	x
against					
absent/abstain					

resolution **PASSES**

F. CONCLUSION

a. Discussion (President): Consideration of future discussion or action items from the members of the GC. Todd's goals. Formation of the ad hoc committee to discuss Arabic instruction.

b. Upcoming GC Meetings (Secretary) -

i. Finance Committee Meeting: October 8, 2024 @ 6:00 pm

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ii. Regular GC Meeting: October 17, 2024 @ 6:00 pm

c. Adjournment

The meeting was adjourned at **8:16 pm**

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