

Minutes of the Governing Council Meeting

Date: June 16, 2021 at 5:00 p.m.

Location: Middle College High School via videoconference

Meeting was a videoconference call with all materials available at mchsgallup.com

Governing Council Members:

Dr. Betty Sutliff, President – Present

Lisa Bracken, Vice President – Present

Monica Yazzie, Member – Present

Dr. Matthew Mingus, Member – Present

Olin Kieyoomia, Member – Not Present

Agenda Item I

1. Call to Order-*Dr. Sutliff called the regular meeting to order at 5:01 pm.*
2. Roll Call video-declared open meeting, quorum was present for the meeting.

Agenda Item II

1. Approval of the June 16, 2021 Agenda: *Dr. Sutliff asked for a motion to approve the agenda. Dr. Mingus moved to approve, Ms. Bracken seconded, roll call vote with all members in favor.*
2. Approval of the May 26, 2021 Governing Board Regular Meeting Minutes, as presented: *Dr. Sutliff asked for a motion to approve, Dr. Mingus moved to approve, Ms. Bracken seconded, roll call vote with all members in favor.*

Agenda Item III

1. Public Comment: *No comments reported.*
2. Teacher's Report: *No teachers reported.*
3. Counselor's Report: *Mr. Knowles reports that he and Ms. Thompson have been trying to get in contact with students who have not registered for classes or were placed on suspension or probation by UNM. Mr. Knowles also sent out emails to individuals who have not completed the McKinney Vento Training which is due by June 30th. Dr. Sutliff asked if the McKinney Vento training has to be completed every year by board members and MCHS staff and faculty, with Mr. Knowles confirming that it does need to be completed every year.*
4. Principal's Report: *Mr. Cunanan reports that the End of Year school data has been completed and submitted and is waiting on validation from PED. Mr. Cunanan also reports that he has begun to administer the Accuplacer Test for the new incoming students along with the returning students who are registered to take College Algebra in the fall semester. Mr. Cunanan expresses a huge thank you for allowing the purchase of zSpace, which is a virtual reality learning device for student use. The zSpace device will be used primarily for the STEM classes.*
5. GC Board Member's Report: *Dr. Mingus reports that UNM-Gallup plans to fully re-open on August 2nd. UNM enrollment numbers are looking good and only down about 9%. Ms. Bracken asks about the status on masks on campus. Dr. Mingus answers that if individuals are fully vaccinated, they will not be required to wear masks, but may still have some social distancing procedures in place. Dr. Mingus also states that the UNM Administration is planning to require vaccinations once FDA approves it formally, with some exceptions due to medical conditions. Ms. Bracken asks Dr. Hunter about mask regulations with the public schools. Dr. Hunter responds that staff should wear masks when students are on school campus even if they are fully vaccinated.*
6. Business Manager's Report
 - a. Financial Report-Written: *Written report presented by Ms. Anna Cress. Dr. Sutliff questioned the WW Norton & Company purchase order. Ms. Cress answered that it was the company used for a book order. Ms. Cress explained that all purchase orders should be received and paid by June 30th. Dr. Sutliff questioned the Smith Bagley account. Ms. Cress explained it is the e-rate services which is the legal name for Cellular One. Ms. Bracken questioned the Water Condition of Gallup, Inc. account. Ms. Cress and Dr. Hunter explained that it is a company that provides water cooler services for the school. Ms. Yazzie asks what is the timeline for year-end finances. Ms. Cress explains the budget year usually runs from July 1st to June 30th of a school year.*
7. CEO's Report-
 - a. Input on PEC Performance Framework: *Dr. Hunter reports he and several other Charter leaders provided input to a PED-contracted third party on how to evaluate the academic performance of charter schools. Much of what leaders emphasized is to tie performance into the charter contracts themselves, particularly the mission-specific goals that make each school unique as autonomous charters.*
 - b. PED Program and Funding Updates: *Dr. Hunter reports that the Cares Act fund has had 3 rounds and MCHS looks to receive just under \$200,000 for the 3rd round of Cares Act funding. Dr. Hunter continues to work on the application requirements. He will be attending a scheduled PED training on application requirements on June 23, with many of the necessary requirements due to PED the very next day.*
 - c. Facility Plans Update: *Dr. Hunter appreciates the work Mr. Cresto has put in to working with T2 and feels comfortable with making payments on the three development contracts. Mr. Cresto reports the new unisex*

restrooms have been added to the design. Mr. Cresto continues to work to make sure all the structural and civil issues are done correctly. One concern is with footing heights at only being 24 inches whereas McKinley County standards is 36 inches and will request to make adjusts. Building will sit high so all water runs off away from the building and will have handicap ramps at all entrances. Heating and cooling systems will be recirculating, by law these are required to bring in 20% outside air.

Agenda Item IV

1. Action Items-New Business

a. Approval of Accounts Payable Vouchers: *Dr. Sutliff asked for a motion to approve, Dr. Mingus moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.*

b. Approval of BARS: No BARS to approve this meeting.

2. Approval of 2021-22 Open Meetings Act Resolution: *Ms. Yazzie asked if the upcoming meetings will be face to face. Dr. Hunter explains that the resolution can cover the meetings either for in person or virtually and all safety protocols will still be followed. Dr. Sutliff asked for a motion to approve, Ms. Yazzie moved to approve, Dr. Mingus seconded, roll call vote with all members in favor.*

3. Approval of 2021-22 Authorized Signers Resolution: *Dr. Hunter explains this is for the purpose of authorizing the signatures of Dr. Hunter and Mr. Cunanan on official checks and associated financial documents. Dr. Sutliff asked for a motion to approve, Ms. Yazzie moved to approve, Ms. Bracken seconded, roll call vote with all members in favor.*

4. Approval of 2021-22 Authorized Signers for Banking Authority Resolution: *Dr. Hunter explains this if for the purpose of transitioning authority to the EdTec team in place of the K12 team. Dr. Sutliff asked for a motion to approve, Ms. Yazzie moved to approve, Dr. Mingus seconded, roll call vote with all members in favor.*

5. Approval of Revised Indian Policies and Procedures: *Dr. Hunter explains an update/correction was needed for policies to be entered into the Impact Aid application's preferred format. Dr. Sutliff asked for a motion to approve, Dr. Mingus moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.*

A discussion was made on status of future board meetings and whether or not they will be face-to-face or virtual. It was agreed upon that members will be allowed to attend meetings in person or virtually, while allowing any accommodations as needed.

Agenda V-*Dr. Sutliff asked for a motion to enter Executive Session. Dr. Mingus moved to go into Executive Session for limited personnel matters related to the CEO annual evaluation, Ms. Bracken seconded. Executive session began at 6:01 pm.*

1. Executive Session

a. The Governing Council Board will meet in executive session on a limited personnel matter pursuant to NMSA 1978 §10-15-1(H)(2) regarding the Chief Executive Officer's evaluation.

b. Potential action relating to Item V.1.a., above:

Dr. Sutliff announced meeting back into regular session at 6:17. In Executive Session only limited personnel matters were discussed pursuant to the CEO's evaluation for the school year. Roll call vote, with all members in favor that only this issue was discussed.

Adjourn: *With no further business, a motion to adjourn was made by Ms. Yazzie, seconded by Ms. Bracken, roll call vote with all members in favor. Meeting adjourned at 6:19 pm. The next regularly scheduled meeting is set for August 25, 2021 at 5:00 pm.*

Dr. Betty Sutliff, Council President

Recording Secretary