**Minutes of the Governing Council Meeting**

Date: March 30, 2022 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. Matthew Mingus, President – Present at 5:18 pm

Dr. Betty Sutliff, Vice President – Present

Monica Yazzie, Secretary – Present

Lisa Bracken, Member – Present

Olin Kieyoomia, Member – Not Present

Visitors: German Martinez

Jennifer Nichols

Agenda Item I

1. Call to Order—Ms. Bracken called the meeting to order at 5:04 pm.
2. Roll Call—video-declared open meeting with Ms. Yazzie present and Dr. Sutliff present via phone; quorum present for meeting.

Agenda Item II

1. Approval of the March 30, 2022 Agenda: ***Ms. Bracken asked for motion to approve agenda. Ms. Yazzie motioned to approve, seconded by Dr. Sutliff. Roll call vote with all members in favor.***
2. Approval of the February 23, 2022 Governing Board Regular Meeting Minutes, as presented: ***Ms. Bracken asked for motion to approve the minutes of the March 30 regular governing council meeting. Ms. Yazzie motioned to approve, seconded by Dr. Sutliff. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comments reported***.
2. Teacher’s Report: ***Dr. Hunter welcomed Ms. Jennifer Nichols, who will be teaching science courses for MCHS in the upcoming school year. Ms. Nichols introduced herself, identifying her fields of study and experience in teaching students from elementary through college. She joins MCHS with over 26 years of teaching experience.***
3. Counselor’s Report: ***Mr. Knowles mentioned that MCHS graduation is scheduled for Thursday, May 12th at 6pm in the Calvin Hall Auditorium. He is about a third of the way through scheduling next year’s seniors, with Ms. Thompson and Dr. Hunter scheduling the sophomores and juniors, respectively.***
4. Principal’s Report: ***Mr. Cunanan reported completion of 120-day state reporting. He also shared that state SAT testing for juniors has been scheduled for Friday, April 15, as per the state’s limited window for testing. Dr. Sutliff inquired about the test, indicating that her son is receiving communication from various colleges, presumably because of previously taking one of the College Board’s tests. Dr. Hunter advised that this is likely due to his participation and score results on the prior PSAT, mentioning that if he is being contacted, it is likely due to his scores and the resultant recruiting from these institutions. Mr. Cunanan further reported that WIDA testing for ELL students is currently taking place. In addition, the school’s new eSports program is underway and well attended by students who are academically grade eligible. The present team competes against other student teams across the country.***
5. GC Board Member’s Report: ***Ms. Yazzie asked if all students were attending in-person or were some still attending virtual? Dr. Hunter responded that all students have been attending in-person since the beginning of the school year and we are continuing to follow all safety protocols.***
6. Business Manager’s Report
   1. Financial Report-Written: ***Written report presented by Ms. Katie Rarick.***
   2. FY21 Audited Financials: ***Written report presented by Mr. German Martinez***
7. CEO’s Report
   1. New Science Teacher (Fall 2022): ***Dr. Hunter is pleased to add Ms. Jennifer Nichols as the new science teacher, who brings 26 years of experience in various science curricula to MCHS.***
   2. CSD Site Visit: ***Dr. Hunter reported that the Charter School Division will be conducting its annual site visit on Wednesday, April 20th. They will be observing teacher instruction, inspecting student and personnel files, and meeting with various student and teacher focus groups. Dr. Hunter also mentioned that the CSD will want to speak with available board members that day. Dr. Mingus and Dr. Sutliff indicated their prospective availability.***
   3. Equity Council Update: ***Dr. Hunter reported that he used the results from the stakeholder input survey responses as an official statement which he submitted to the Indian Education Bureau to show how we are using the data results for our annual budget priorities. He also shared that the council is supportive of the school’s use of culturally responsive instructional materials, and is glad to note its continuation and gradual expansion.***
   4. PED/CSD Updates***: Dr. Hunter mentioned that he provided the MCHS graduation ceremony information to the Public Charter Schools of New Mexico. He is pleased that Ms. Brianna Wilson, who is an MCHS Alumna and current news producer and reporter for KOB, will be our keynote speaker. Dr. Hunter reported that a change in Business Management Services will be reported to the PED, pending GC approval to continue working with Ms. Rarick, who will be joined by Mr. German Martinez, the two of whom have formed Axiom Analytics. Another change notification is for the school’s janitorial services. Native Resource Development is no longer providing services and Saucedo’s Janitorial Services has become the school’s new service. Dr. Sutliff shared her familiarity with Saucedo Janitorial and expressed that the school should be in good hands with this service. There will also be a change in legal services. Mr. Hill will continue to be the school’s counsel, but will have his own practice moving forward.***

Agenda Item IV

Action Items-New Business:

1. Discussion and Proposed Action on Acceptance of 2022-2023 Student Applications/Lottery: ***Dr. Hunter reported that there***

***will be 29 graduating senior spots to be replaced. There are 21 new student applications to approve. A lottery is not needed at this time. Dr. Mingus, who joined the meeting at 5:18 pm, asked for a motion to approve the 21 new student applicants, Ms. Bracken moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

2. Discussion and Possible Action on FY23 Salary Schedule: ***Dr. Hunter and Ms. Rarick reported that the new FY23 salary***

***schedules were updated based on the new state minimum requirements. FY23 salary schedules were included in board packet and presented by Ms. Rarick. Dr. Mingus inquired how administrative salaries are calculated. Dr. Hunter explained that it is based upon a multiplier referred to as a responsibility factor. Mr. Hill explained that this multiplier is found in the state regulations. Dr. Hunter mentioned that he has always opted to be paid according to a fixed scale, rather than to negotiate his salary each contractual term. Dr. Mingus asked for a motion to approve the FY23 Salary Schedules, Ms. Bracken moved to approve, Dr. Sutliff seconded, roll call vote with all members in favor.***

1. Discussion and Possible Action on FY23 Financial Services Quotes: ***Dr. Hunter presented three financial business services quotes, as EdTec, the current financial service provider will no longer be serving NM schools. Dr. Mingus asked for a motion to accept and approve the FY23 quote for Axiom Analytics as the new financial business management service for FY23, Ms. Bracken moved to approve, Dr. Sutliff seconded, roll call vote with all members in favor.***

4. Discussion and Possible Action on UNMG/MCHS Memorandum of Understanding and License Agreement: ***Dr. Hunter and***

***Mr. Hill gave an update to the Board on the MOU agreement. The main item to be corrected concerns UNM’s request to continue paying tuition. Mr. Hill explained that it is against state statute for MCHS to continue offering tuition. It was noted that this was just an informational update and that action is not yet ready to be taken on this item.***

5. Business Office Action Items:

a. Discussion and Possible Action on February WF Bank Rec, February Bento Bank Rec, February Check Register:

***Reports presented by Ms. Rarick. Dr. Mingus asked for a motion to approve all financial documents as***

***presented, Dr. Sutliff moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

b. Discussion and Possible Action on BARs: ***BARs presented by Ms.Rarick.*** ***Dr. Mingus asked for a motion to***

***approve all BARs combined, Ms. Yazzie moved to approve, Dr. Sutliff seconded, roll call vote with all members in***

***favor.***

i. 578-000-2122-0013-I ERB Funding:

ii. 578-000-2122-0014-I Operational Carryover:

iii. 578-000-2122-0015-I SB9 Carryover:

iv. Additional BARs: 578-000-2122-0016-I-IDEA Carryover:

Agenda Item V

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 and contract.

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

***Dr. Mingus asked for a motion to go into Executive Session, Ms. Yazzie motioned, Dr. Sutliff seconded, roll call vote with all members in favor. The GC entered into executive session at 6:16 pm.***

***Dr. Mingus asked for a motion to return from Executive Session at 6:21 pm, indicating that only a discussion on the personnel items that were on the agenda occurred and no additional action was necessary regarding the items under discussion, Dr. Sutliff moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

Adjourn: ***With no further business, a motion to adjourn was made by Ms. Yazzie, seconded by Dr. Sutliff, roll call vote with all members in favor. Meeting adjourned at 6:22 pm. Next regularly scheduled meeting will be on Wednesday, April 27, 2022, at***

***5:00 pm.***

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Dr. Matthew Mingus, Council President

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Recording Secretary