**Minutes of the Governing Council Meeting**

Date: August 30, 2023 at 5:00 p.m.

Location: Middle College High School Administrative Office

Meeting was in-person with all materials available at mchsgallup.com

**Governing Council Members**:

Ms. Lisa Bracken, President – Present

Ms. Monica Yazzie, Vice President – Present

Dr. Carolyn Kuchera, Secretary – Present

Dr. Betty Sutliff, Member – Present @ 5:12 pm

Olin Kieyoomia, Member – Not Present

Janene Yazzie, Member – Present

Agenda Item I

1. Call to Order-Ms. Bracken called the meeting to order at 5:05 pm.
2. Roll Call declared open meeting; quorum was present for the meeting.

Agenda Item II

1. Approval of the August 30, 2023 Agenda: ***Ms. Bracken asked for a motion to approve the agenda. Ms. Monica Yazzie motioned to approve, seconded by Ms. Janene Yazzie. Roll call vote with all members in favor.***
2. Approval of the June 21, 2023 Governing Board Regular Meeting Minutes, as presented: ***Ms. Bracken asked for a motion to approve the minutes. Ms. Monica Yazzie motioned to approve, seconded by Ms. Janene Yazzie. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comment***.
2. Teacher’s Report:  ***Mr. Hunt reported that teachers have been excited about working with the new freshman. He also mentioned that Seniors are off to a good start and there may be a good number of them earning AA degrees this year. Class sizes are a little bigger due to the increased number of student enrollment. Teachers are focusing on collaboration and wanted to give a shout out to Ms. Gonzales who has been a huge asset as she has gone into classrooms and is interacting with teachers. As for technology, 30 more laptops have been approved for students. We have gained about 10 more Gifted and Talented students this year, which has us at about 31 out of 150 students.***
3. Counselor’s Report: ***Mr. Knowles reported that after his audit of seniors, there should be about 16 students earning an AA degree this year. He also reported that he attended the Counselor’s Conference at UNM Main campus in Albuquerque last week. He mentioned that the distribution of textbooks and materials to students went well.***
4. Principal’s Report: ***Ms. Gonzales reported she was happy with the staff having a great start to the new school year. Students have been amazing and has appreciated being able to see them in the hallways, classrooms and during tutor time. She reported that we are adding an additional mentoring component with the freshman. Ms. Gonzales and Ms. Thompson teach the weekly seminar session, have split the students in half and meet with them to have more one-on-one time. They work on developing soft skills, time management, turning in assignments, organization, as well as assisting them with their technological skills. Ms. Gonzales and Dr. Hunter has been working on getting access to the new State Reporting system.***
5. GC Board Members’ Report**: *No Governing Council reports.***
6. Business Manager’s Report: ***Financial documents presented by Ms. Katie Rarick***
7. CEO’s Report
   1. Enrollment, Orientation and Start of Year: ***Dr. Hunter reported that we are fully enrolled at 150 students, with 34 Freshman, 36 Sophomores, 42 Juniors and 38 Seniors. New student orientation was streamlined to emphasis key components. There was an abbreviated orientation for returning students and tutor time was emphasized with them. We have offered a lot more support for our students to begin the school year.***
   2. Equity Council Update: ***Dr. Hunter reported that consultation with the Navajo Nation will be occurring soon and that he and Ms. Gonzales will meet with Navajo Nation to discuss new and expanded priorities at MCHS.***
   3. UNM Updates-Student Registration and Holds: ***Dr. Hunter reported that there have been some severe registration obstacles so far this year, ex: a lot of unnecessary holds and repeated requests to get overrides processed. Dr. Hunter and Ms. Gonzales have spoken with the Chancellor to put these concerns on her radar, and to possibly schedule a time to discuss processes going forward and making sure there is equity among all the affiliate programs.***
   4. PED Updates-Five Year Charter Renewal:  ***Dr. Hunter reported we are moving into the year of our five-year charter renewal and he has been working on that application. The Charter School Division will be making a renewal on-site visit in October and have a hearing in December. Also, the Public Charter Schools of New Mexico, Matt Pahl’s organization, will be doing their conference at the end of November and there will be an opportunity for governing council members to attend and complete their required training hours. Lastly, for the new building site, we have the final spec grade fill compaction report. Looks like foundation work will begin shortly.***

Agenda Item IV

Action Items-New Business:

1. Business Office Action Items

1. Discussion and Possible Action on Election of Board Officers: ***Ms. Bracken noted that Dr. Mingus has resigned from the Board. Ms. Bracken asked for a motion to proceed with nominations and the election of Board Officers. Dr. Sutliff motioned to approve, seconded by Ms. Janene Yazzie. Dr. Sutliff made the nomination of Ms. Bracken for President. Ms. Monica Yazzie made the nomination of Dr. Sutliff for President, Dr. Sutliff declined the nomination. Roll call vote with all members in favor to elect Ms. Bracken as President. Dr. Sutliff made the nomination of Ms. Monica Yazzie for Vice President. Roll call vote with all members in favor to elect Ms. Monica Yazzie for Vice President. Ms. Bracken made the nomination of Dr. Kuchera for Secretary. Roll call vote with all members in favor to elect Dr. Kuchera for Secretary. Final election results are Ms. Lisa Bracken, President, Ms. Monica Yazzie, Vice President and Dr. Carolyn Kuchera, Secretary.***
2. Discussion and Possible Action on Disposal of Property (Outdated Technology): ***Mr. Hunt reported that he has provided the list of all the technology that needs to be disposed of. Approval from the Board is needed to move forward with the disposal, per the PED. Mr. Hunt noted that given the age of all the materials, he would like to dispose of it rather than sell it off. The local recycle center will take it all. Ms. Bracken asked for a motion to approve the disposing of outdated technology property. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.***
3. Discussion and Possible Action on June and July WF Bank Rec, June and July Bento Bank Rec, June and July Check Register: ***Bank Documents presented by Ms. Katie Rarick.***

***Ms. Bracken asked for a motion to approve the bank documents. Ms. Janene Yazzie motioned to approve, seconded Ms. Monica Yazzie. Roll call vote with all members in favor.***

1. Discussion and Possible Action on BARs: ***BAR presented by Ms. Katie Rarick***
   * 1. Fund 27118 Bar: Capital Outlay Fund Bar for $75,000. Funds will be used on materials for the new building.
     2. Additional BARs: none

***Ms. Bracken asked for a motion to approve the Capital Outlay BAR. Ms. Monica Yazzie motioned to approve, seconded by Ms. Janene Yazzie. Roll call vote with all members in favor.***

Adjourn: ***With no further business, meeting was adjourned at 5:51 pm. Next regularly scheduled meeting will be on Wednesday, September 27, 2023, at 5:00 pm.***

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Dr. Betty Sutliff, Acting Governing Council President

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Recording Secretary