Minutes of the Regular Governing Council Meeting

Date: March 31, 2020 @ 4:00 PM

Middle College High School

Meeting was conference call with all materials available @ mchsgallup.com

***Governing Council Members:***

Dr. Betty Sutliff, President- Present

Lisa Bracken, Vice President- Present

Mary Lou Mraz, Secretary- Present

Monica Yazzie, Member- Present

Dr. Matthew Mingus, Member- Present

Agenda Item I

1. Call to Order: ***Dr. Sutliff called the meeting to order @ 4:08 PM.***
2. Roll Call declaring it an open meeting and that a quorum was present for the meeting.

Agenda Item II

1. Approval of the March 31, 2020 Agenda ***Dr. Sutliff asked for a motion to accept the agenda. Dr. Mingus moved, Ms. Mraz seconded, roll call vote with all members in favor.***
2. Approval of the February 25, 2020 Regular Governing Board Meeting Minutes, as presented: ***Dr. Sutliff asked for a motion to approve the minutes. Dr. Mingus moved, Ms. Mraz seconded, roll call vote with all members in favor.***

Agenda Item III

1. Counselor’s Report: ***Not present, as he is working on student schedules prior to the opening of UNM registration. Dr. Hunter stated MCHS is doing scheduling and students may adjust their schedules which will be sent out to students via email and postal mail.***
2. Principal’s Report: ***At webinar with PED on End of Year State reporting.***
3. GC Board Members’ Reports: ***Dr. Mingus stated that UNM- Gallup will be online for the remainder of the Semester and there will be significant changes to instructional format for many courses. Registration will be opening on April 13, 2020. Ms. Yazzie inquired about testing, Dr. Hunter responded that the state requested a waiver for this year.***
4. Business Manager’s Report
	1. Financial Report-Written: ***Opened up for questions. Ms. Yazzie questioned how transitioning is coming along. Ms. K. Brown stated it is going well with K12 Accounting now doing Payroll and Accounts Payable.***

8. CEO’s Report

* 1. PED/HED Updates: ***Food service for MCHS is available as grab and go at Hozho Academy. MCHS classes will be online through the end of year with a UNM graduation ceremony maybe occurring, possibly late Summer or early Fall. Dr. Hunter is constantly in contact with MCHS Faculty. Faculty has moved to Google Classroom, from which all instruction will start on April 6, 2020. Prepaid hotspots have been purchased for families with no internet access. So far, no families have responded to the school’s multiple telephone inquiries, to report a need for connectivity assistance. Preliminary schedules will be mailed and emailed to Students. Dr. Hunter explained process by which scheduling is happening, including sending instructions to students to check their ability to login to their UNM accounts.***
	2. Remote Instruction/Communication: ***PED is recommending pass/fail grading on High School courses, this system does not include UNM and NTU. There is a limit on student work, which is no more than 30 minutes per assignment. The limit may be due to families having limited data plans. Dr. Hunter explained how this will not put graduating seniors at risk. UNM has not specified a change to grading, per Dr. Mingus. UNM- Gallup courses started on March 23, 2020, with MCHS starting on April 6, 2020.***
	3. Advertising Updates: ***The school is updating radio ads to specify that it is continuing to receive online applications.***
	4. CEO Evaluation: ***The CEO Evaluation may be waived per PED. CEO is finishing his first year of a three-year extension. Board Members agreed to postpone a decision about an evaluation for this year until at least May. Board Members received tools for evaluation, which they can still do. Ms. Brown and Mr. Cunanan can coordinate.***

Agenda Item IV

1. Action Items-New Business

1. Acceptance of 2020-2021 MCHS Enrollment Applications: ***As of today, we have 51 openings, with 29 new applications and 8 known siblings. Will accept all 37 applications, leaving us with 14 openings. We will most likely have a lottery in May. Michelle will call parents/students on April 1, 2020 to confirm acceptance. Dr. Hunter and Mr. Knowles will set up schedules. Accuplacer is not currently being administered by UNM and MCHS has requested becoming a satellite site through postsecondary partnership in order to be able to administer this testing. Ms. Yazzie moved, Ms. Bracken seconded, roll call vote with all members in favor***
2. Approval of Accounts Payable Vouchers: ***#1086: Payment to Millenia Media 4 times, due to advertisement running on 4 different radio stations that are all managed under Millenia Media. RES supply- Expenditure on Next Gen Grant., Solar Energy International and WW Grainger asl vendor/payments for Renewable Energy Class.***

***#1087, payment to Hobby Lobby and payment to Wal-Mart for prom supplies, which can be utilized next school year.***

***Ms. Yazzie moved, Dr. Mingus seconded, roll call vote with all members in favor.***

1. Approval of Budget Adjustments.
2. 1. Next Gen CTE (Pilot) – 27502: ***Transfer money to purchase supplies and equipment for classroom activities.***

***Ms. Yazzie moved, Ms. Bracken seconded, roll call vote with all members in favor.***

1. Approval of 2020-2021 School Calendar: ***Required to submit to PED by April 15, 2020 for purpose of meeting deadline for Extended Learning Time Program. Calendar is aligned with UNM calendar.***

***Ms. Bracken moved, Ms. Yazzie seconded, roll call vote with all members in favor.***

***Dr. Sutliff requested update on Real Estate endeavors, to which Dr. Hunter confirmed that the process is still moving along. She also asked about Tutor Time, which has been waived.***

***Ms. Bracken will not be in attendance for the next Board Meeting.***

***Adjourned at 5:12 PM, next scheduled Board Meeting is set for Tuesday April 28, 2020 at 4:00 PM. Ms. Yazzie moved, Ms. Mraz seconded, roll call vote with all members in favor.***

***Dr. Betty Sutliff, Council President***

***Michelle Etsitty, Recording Secretary***