**Minutes of the Governing Council Meeting**

Date: August 25, 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 @ 5:34 pm

Dr. Matthew Mingus, Member – Present

Olin Kieyoomia, Member – 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 August 25, 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 June 16, 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 given.***
2. Teacher’s Report:  ***New MCHS math and science teacher*, *Ms. Jennifer Van Drunen introduced herself to the Governing Council. Dr. Hunter is pleased that MCHS is staffed with teachers who are all able to teach at the high school level and college level.***
3. Counselor’s Report: ***Dr. Hunter reported on behalf of Mr. Knowles and Ms. Thompson, who were attending a Gates Millennium scholarship webinar. The counseling department reports that the new school year has gone well with a smooth start. Ms. Thompson has been a great help with getting student schedules completed. Responses to students’ schedule issues and changes have been resolved quickly.***
4. Principal’s Report: ***Mr. Cunanan reported from students’ feedback that they are happy to be returning to in-person learning. MCHS hosted two days of orientation for new students. Teachers are providing school supplies to their students. Official data on attendance totals, classroom requirements, and overall student academic progress will start next week. Data should be available at next month’s meeting.***
5. GC Board Member’s Report: ***No Governing Council reports***.
6. Business Manager’s Report
	1. Financial Report-Written: ***Written report presented by Ms. Katie Rarick. Ms. Rarick shared the financial model for the new building costs with a slow school growth model. Dr. Sutliff questioned what happens if the State denies the application to request growth. Dr. Hunter replied that he doesn’t think they would deny the request because of the success of the school, the fact that there is a waitlist, and that the school has not been denied its requests in the past. Growth would be requested again once the new building is ready.***
7. CEO’s Report-
	1. Start of School Year: ***Dr. Hunter reported that new student orientation was a success. Families were happy to return to in-person learning. Teachers will be utilizing google classroom for classes in case we return to virtual learning. Teachers have drafted a weekly professional learning community calendar with a rotation of topics distributed amongst all faculty to facilitate.***
	2. PED Update: ***Dr. Hunter reported that PED continues to request multiple school reports that he has been completing. The new incoming Secretary is an experienced school leader who has announced that he would like to reduce the PED’s duplicative reporting requirements. The PED recently stated that schools accumulating four COVID-positive rapid response results will not have to close, but rather, would be subject to PED review of sanitizing protocols.***
	3. Facility Plans Update: ***Dr. Hunter reported the architectural plan and cost is set, just waiting to work out a timeline to move forward. Dr. Sutliff questioned the October ground breaking timeline. Dr. Hunter answered that the school business manager’s financial model conservatively allows for a fall 2023 completion date.***

Agenda Item IV

 1. Action-Annual Election of GC Officers: ***Dr. Sutliff asked if a full election process was necessary. Dr. Hunter explained that***

 ***maybe just nomination and an appointment of officers, which is usually done at the beginning of a school year. Mr. Kieyoomia inquired about the bylaws as a way to follow existing procedures and policies. Dr. Sutliff asked for an open discussion and to clarify when election of officers is to occur. A quick review of the bylaws determined that there is no mention of a specific timeline in which to update officers. Mr. Hill explained that it is often the practice of a governing board to elect officers annually, and generally around the start of a school year. Mr. Kieyoomia asked for a motion to table the election of officers at the present meeting and move forward with election of officers next month, seconded by Dr. Mingus. Dr. Sutliff acknowledged the motion and asked for a roll call vote, in which all members were in favor. Dr. Mingus motioned to have a discussion of any needed bylaw clarifications after the elections at the next meeting and to consider action on any proposed revisions at the following meeting. Mr. Kieyoomia seconded, and Dr. Sutliff asked for a roll call vote with all members in favor.***

2. Action Items-New Business

a. Approval of Project Building Costs***: Dr. Mingus questioned the chance of a significant deviation from the costs and***

***how much of a deviation before the board has to make another vote. Mr. Johnty Cresto responded that there is a 5% contingency built into the budget, but should the cost become higher, it will probably require a new proposal.*** ***There is concern of cost increases but Dr. Sutliff states that there is a contingency plan in the budget should increases or unexpected costs occur. Dr. Sutliff asked for a motion to approve, Mr. Kieyoomia moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

b***.*** Approval of Check Registers***: Dr. Sutliff asked for a motion to approve, Dr. Mingus moved to approve, Mr.***

 ***Kieyoomia seconded, roll call vote with all members in favor.***

 c. Approval of BARS: ***Dr. Sutliff asked for a motion to approve, Dr. Mingus moved to approve all the BARS***

 ***collectively, Ms. Bracken seconded, roll call vote with all members in favor. Dr. Sutliff confirmed all BARS have***

 ***been approved.***

i. 578-000-2122-0001-IB Indian Education for $90,000

ii. 578-000-2122-0002-IB ESSER III for $195,047

iii. 578-000-2122-0003-IB Rural Education Achievement Program $25,610

3. Related Party Questionnaire for the audit: ***Dr. Hunter notified board members that the related parties audit audit questionnaire would be sent out via email for electronic signatures.***

Adjourn: ***With no further business, a motion to adjourn was made by Dr. Mingus, seconded by Ms. Yazzie, roll call vote with all members in favor. Meeting adjourned at 6:42 pm. The next regularly scheduled meeting is set for September 29, 2021 at 5:00 pm.***

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Dr. Betty Sutliff, Council President

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Recording Secretary