**Minutes of the Governing Council Meeting**

Date: February 28, 2024 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

Olin Kieyoomia, Member – Not Present

Janene Yazzie, Member – Not 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 February 28, 2024 Agenda: ***MS. Bracken asked for a motion to approve the agenda. Dr. Kuchera motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
2. Approval of the January 31, 2024 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 Dr. Kuchera. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comment***.
2. Teacher’s Report:  ***No teacher’s report.***
3. Counselor’s Report: ***Mr. Knowles reminded Board members to complete their McKinney-Vento Homelessness training and to please send their certificates to him. He and Ms. Thompson have been meeting with seniors to complete their graduation agreements and making sure they are on track to graduate. Dr. Hunter mentioned that the school had one student graduate in December.***
4. Principal’s Report: ***Ms. Gonzales reported that spring assessments have begun. WIDA testing has started and the final group will be finishing on Friday. Senior Accuplacer testing will begin on March 1st with the other grade levels following in the upcoming weeks. Accuplacer testing will used for beginning of year and end of year data review. Other upcoming testing for Juniors will be the SAT and the ASR (Science Readiness) which are both graduation requirements. Ms. Gonzales also mentioned that the monitoring of student grades and tutor time minutes has been continuing, along with student conferences for those who are having difficulties in their courses and making sure they are being supported.***
5. GC Board Members’ Report**: *No GC Board Members’ report.***

a. Summary of Finance Committee Meeting: ***Ms. Bracken reported that she requested documents related to the procurement of Saucedo’s Janitorial service and Ms. Rarick confirmed she will provide them at the next meeting for full review of the board. Ms. Bracken indicated that she will occasionally request such documentation to verify that proper procurement guidelines are in place and that documentation properly supports the respective payments that are made.***

1. Finance and Audit Report: ***Financial and Audit Report presented by Ms. Katie Rarick***
2. CEO’s Report
   1. Legislative/PED Updates: ***Dr. Hunter reported that the 180-day calendar rule is expected to come into effect as the PED appeared to be waiting until the end of session to drop the rule, hoping to avoid any further inquiry from legislators. He and Ms. Gonzales have been meeting on how to prepare for it. A budget plan of a 3% raise for next school year has made its way to the Governor’s desk. He also noted that two of our teachers will not be returning next year, with one of the positions already advertised. The available positions will be English and Social Studies. Dr. Hunter stated there is enough funds in the budget to add an additional position for someone to come in to provide individual student support through the school counseling office. Ms. Rarick confirmed that budget exists for this potential additional position.***
   2. Equity Council Update: ***Dr. Hunter reported that he and Ms. Gonzales have been auditing student grades and tutor time completion data and have held a few conferences with parents/guardians, students, and teachers. Fourteen students have been identified to be placed into an assigned tutor time course which will begin at the return of spring break. Ms. Thompson has been working on assigning the schedule times for this. This will assist those students with more structure in completing their tutor time minutes and forming good habits of study.***
   3. PEC Charter Contract Negotiations: ***Dr. Hunter reported that our contract negotiation meeting is Monday, March 11at 1:30 pm. This should be a day trip with mileage reimbursement available for those that attend. Ms. Bracken and Ms. Monica Yazzie confirmed that they will attend.***

Agenda Item IV

Action Items-New Business:

1. Business Office Action Items

1. Discussion and Possible Action on January WF Bank Rec, January Bento Bank Rec, January Check Register: ***Bank documents presented by Ms. Katie Rarick******.*** ***Ms. Bracken asked for a motion to approve all bank statements. Dr. Kuchera motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
2. Discussion and Possible Action on BARs:

a. Title II BAR 578-000-2324-0008-I

b. Title IV BAR 578-000-2324-0009-I

b. Additional BARs: Title I carryover of $10,000

***Ms. Bracken asked for a motion to approve all BARs. Ms. Monica Yazzie motioned to approve, seconded by***

***Dr. Kuchera. Roll call vote with all members in favor.***

Adjourn: ***With no further business, meeting was adjourned at 5:42 pm. Next regularly scheduled meeting will be on Wednesday, March 27, 2024, at 5:00 pm.***

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Ms. Lisa Bracken, Council President

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Recording Secretary