**Minutes of the Governing Council Meeting**

Date: November 24, 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. Matthew Mingus, President – Present

Dr. Betty Sutliff, Vice President – Present

Monica Yazzie, Secretary – Present

Lisa Bracken, Member – Present

Olin Kieyoomia, Member – Present @ 5:03 pm

Agenda Item I

1. Call to Order-***Dr. Mingus 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 November 24, 2021 Agenda: ***Dr. Mingus asked for a motion to approve the agenda. Ms. Yazzie moved to approve, Dr. Sutliff seconded, roll call vote with all members in favor.***
2. Approval of the October 27, 2021 Governing Board Regular Meeting Minutes, as presented: ***Dr. Mingus asked for a motion to approve, Ms. Yazzie moved to approve, Ms. Bracken seconded,*** ***roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comments reported***.
2. Teacher’s Report: ***No teacher comments reported.***
3. Counselor’s Report: ***Dr. Hunter reported that Mr. Knowles has completed the Signs of Suicide presentation to all students by grade level and that he is also working on senior audits. Mr. Knowles reported that he submitted email addresses of the Governing Council members to McKinney-Vento organization. Once list is accepted, he will send out instructions on how to do the McKinney-Vento homelessness required training.***
4. Principal’s Report: ***Mr. Cunanan reported that we have 40th day reporting certification with 140 students that was accepted by the PED. Out of the 140 students there are 18 students who are participating in the Gifted and Talented program, 3 students in the Special Education program, 14 students in the English Language Development program. The attendance rating for the 40th day was 88.3 percent. The 80th day reporting window opens December 1st and all school data submission is due December 3rd. Ms. Bracken questioned if MCHS lost any students to the UNM Vaccine mandate? Dr. Hunter answered that MCHS did lose 4-6 students early on in the school year, but were able to replace them with other students off the waiting list.***
5. GC Board Member’s Report: ***Dr. Mingus reported that the UNM Spring schedule is live and that students are registering. Dr. Mingus noted that the number of students attending has increased from last year.***
6. Business Manager’s Report
   1. Financial Report-Written: ***Written report presented by Ms. Katie Rarick.***
7. CEO’s Report
   1. Facility Update: ***Mr. Cresto presented on the facility updates, indicating that the property zoning changes were approved, as well as a replat of the property by the Zoning and Planning Commission. Plans were sent to the Fire Marshall for review and approval. He also stated that ground work could possibly start in February.***
   2. PED Requirements and Updates: ***Dr. Hunter reported that the Black Education Act Training plan that was approved is underway. Dr. Hunter and Ms. Thompson met to come up with a faculty training plan. There has been a lot of legislative discussion about tracking student attendance and extending learning time to make up instructional time that was lost. There is also much discussion about potential raises for school employees.***
   3. GC Training Opportunity: ***Dr. Hunter reports that 6 hours of training is required. Dr. Hunter and Mr. Cunanan created a training that will satisfy the 2 hours of Academic Data and submitted it to the Charter School Division for approval, which was approved. The GC training hours can now be completed in one session with Dr. Hunter, Mr. Cunanan, Ms. Rarick and Mr. Hill presenting the required training and would like to set up a date to complete these hours in one day. Ms. Bracken asked about when a spring calendar for MCHS will be available? Dr. Hunter answered that the MCHS calendar is set for the entire school year and noted that it will be posted on the school’s website. Dr. Hunter also mentioned that the calendar follows the UNM academic calendar. The first day for second semester is January 18th for MCHS. The school cancellation policy for MCHS was briefly discussed. Should school be cancelled due to inclement weather, MCHS instructors will still communicate with students through email and will either hold classes via Zoom at the regularly scheduled class times or provide asynchronous work to be completed by 2:30 on any day of cancellation. Continuing to hold classes online ensures that important instructional content will be delivered and will count for attendance so that additional makeup days will not need to be added to the calendar at the end of the school year.***

Agenda Item IV

1. Action Items-New Business:

* 1. Approval of FY22 Indian Education Policies and Procedures: ***Dr. Hunter reported that a few updates were made to the policy with additional meeting dates included. This is an annual requirement. Dr. Mingus asked for a motion to approve, Mr. Kieyoomia moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***
  2. Approval of Food Contract with Hozho Academy: ***Dr. Hunter presented the contract explaining the slight increase of cost for school lunches. Dr. Mingus questioned if the lunches were prepared at Hozho. Dr. Hunter answered that the meals are prepared at Hozho Academy and delivered to MCHS. Dr. Mingus suggested to reach out to the SFE lunch program to see if they would be interested in providing school lunch for MCHS in the future. Dr. Mingus asked for a motion to approve, Ms. Yazzie moved to approve, Ms. Bracken seconded, roll call vote with all members in favor.***
  3. Approval of Financial Policies and Procedures: ***Ms. Rarick reported that approval is needed due to the business switch from K12 Accounting to EdTec***. ***Dr. Mingus asked for a motion to approve, Ms. Bracken moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***
  4. Business Office Action Items:

a. Approval of October Check Register, October WF Bank Rec, October Bento Bank Rec: ***Reports presented by Ms. Rarick.*** ***Dr. Mingus asked for a motion to approve, Dr. Sutliff moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

b. Approval of BARs  
 i. Title II 578-000-2122-0007-I: ***Presented by Ms. Rarick***. ***Dr. Mingus asked for a motion to***

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

***in favor.***

ii. Additional BARs: ***No Additional BARs to approve.***

Adjourn: ***With no further business, a motion to adjourn was made by Dr. Sutliff, seconded by Ms. Yazzie, roll call vote with all members in favor. Meeting adjourned at 5:56 pm. The next regularly scheduled meeting is set for December 15th at 5:00 pm.***

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Dr. Matthew Mingus, Council President

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Recording Secretary