

Minutes of the Governing Council Meeting

Date: November 20, 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:

Lisa Bracken, President – Present

Monica Yazzie, Vice President – Present @ 5:08 pm

Dr. Carolyn Kuchera, Secretary – Present

Janene Yazzie, Member – Present

Joshua Turney, Member – Present

Heather Clah, Member - Present

Agenda Item I

1. Call to Order-*Ms. Bracken* called the meeting to order at 5:02 pm.
2. Roll Call declared open meeting; quorum was present for the meeting.

Agenda Item II

1. Approval of the November 20, 2024 Agenda: *Ms. Bracken* asked for a motion to approve the agenda. *Mr. Turney* motioned to approve, seconded by *Ms. Clah*. Roll call vote with all members in favor.
2. Approval of the October 30, 2024 Governing Board Regular Meeting Minutes, as presented: *Ms. Bracken* asked for a motion to approve the regular meeting minutes. *Dr. Kuchera* motioned to approve, seconded by *Mr. Turney*. Roll call vote with all members in favor.

Agenda Item III

1. Public Comment: *No public comment.*
2. Teacher's Report: *New MCHS Social Studies teacher, Gavin Sosa, introduced himself to the board. He has enjoyed his time here working with the MCHS team. He previously taught middle school, high school and helped start up a charter school in Shiprock NM. He has also served on a couple of governing council boards.*
3. Counselor's /Student Support Director's Report: *Mr. Knowles* reported that the staff voted and has chosen *Nicole King* as Senior of the Month for the Rotary Club recognition and she will be honored at a banquet next month. Counselors are finishing up spring scheduling and assisting students to make sure they registered successfully. *Mr. Knowles* also thanked everyone who completed the *McKinney Vento* training.
4. Principal's Report: *Ms. Gonzales* reported that 40th day validation has been completed and is awaiting certification. She also noted that 80th day reporting is approaching on December 2nd. She also reported that students are getting support to complete their spring scheduling and Counselors continue to work on completing individual Senior meetings with students and their parents regarding graduation requirements, graduation status, and checking to see if they are on track to receive an Associate's Degree. Staff is on the last chapter of their professional development readings, which has been a good and exciting experience.
5. GC Board Members' Report: *No GC Board Members' report.*
 - a. Summary of Finance Committee Meeting: *Ms. Bracken* reported that the committee noted a May check for payment to *Kelly Callahan* that will be voided because it was for an individual board member's training, but that the board member instead attended a free training that was given by *Ms. Callahan* to multiple attendees.
6. Finance Report: *November Forecast-Financial Report* presented by *Ms. Katie Rarick*
7. CEO's Report
 - a. Dual Credit Course Additions to MCHS Schedule: *Dr. Hunter* reported that three new Dual Credit classes have been added to the school's master schedule for the spring term. Class additions will be *Computer Science, Intermediate Algebra, and Zuni language.*
 - b. Equity Council-Planning Spring Semester: *Dr. Hunter* reported that the school has worked on a student evaluation mechanism to enable them to evaluate their courses and instructors. Next semester professional development will be looking into how to teach depth of knowledge and how to use rubrics to evaluate student work.
 - c. PCSNM Conference, December 12-13: *Dr. Hunter* reported that lodging has been booked for those attending the conference.

Agenda Item IV

Action Items-New Business:

1. Business Office Action Items
 - a. Discussion and Possible Action on Updated MCHS Grievance Policy: *Dr. Hunter* reported that a few updates were made to the staff grievance policy. The need to look at grievance policies came to administration's attention due to the Charter School Division utilizing a new platform. The CSD was requesting a grievance policy for

community members, which does not presently exist, but will be forthcoming. To start the process, Dr. Hunter looked into minor revisions of the existing staff policy and would like at a future board meeting to add on to this existing policy so that it would also provide a path to formally addresses concerns from community members. Ms. Clah asked that future changes/updates include track changes, so that deleted items and additions could be more clearly noted to see what was changed. General Counsel Daniel Ivey-Soto went over all changes, so as to highlight each revision. Ms. Bracken asked for a motion to approve the updated Grievance Policy. Mr. Turney motioned to approve, seconded by Dr. Kuchera. Ms. Clah abstained from the vote. Roll call vote with all other members in favor.

- b. Discussion and Possible Action on the 2024-2025 October Bank Rec and Check Register: *Bank documents presented by Ms. Katie Rarick. Ms. Bracken asked for a motion to approve all October bank documents. Dr. Kuchera motioned to approve, seconded by Ms. Clah. Roll call vote with all members in favor.*
- c. Discussion and Possible Action on BARs: *No BARs to approve.*
 - a. Additional BARs:

Adjourn: *With no further business, meeting was adjourned at 5:42 pm. Next regularly scheduled meeting will be on Wednesday, January 29, 2025, at 5:00 pm.*

Ms. Lisa Bracken, Council President

Recording Secretary