**Minutes of the Governing Council Meeting**

Date: December 20, 2023 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 – Not Present

Olin Kieyoomia, Member – Not Present

Janene Yazzie, Member – Present

Agenda Item I

1. Call to Order-Ms. Bracken called the meeting to order at 5:03 pm.
2. Roll Call declared open meeting; quorum was present for the meeting.

Agenda Item II

1. Approval of the December 20, 2023 Agenda: ***Ms. Bracken asked for a motion to approve the agenda. Ms. Monica Yazzie motioned to approve, seconded by Ms. Janene Yazzie. Roll call vote with all members in favor.***
2. Approval of the November 28, 2023 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 Ms. Janene Yazzie. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comment***.
2. Teacher’s Report:  ***No teachers report.***
3. Counselor’s Report: ***Mr. Knowles reported that he has started building the schedule matrix for the spring semester. He is doing audits of students’ grades and may have to make schedule adjustments. He is also making textbook orders.***
4. Principal’s Report: ***Ms. Gonzales reported that Parent/Student/Teacher/Administration conferences were held for approximately 22 students who had grades under 70% to problem solve and identify support so they can get to the 70% or higher and earn credit. Ms. Gonzales reported that these efforts were well received by the parents, students and teachers. Extended Learning Time will be offered to about 4 students who will return January 3rd to complete their math course and earn credit.***
5. GC Board Members’ Report**: *Ms. Bracken wanted to share that MCHS was very well received at the renewal hearing and wanted to give thanks to Dr. Hunter.***
6. CEO’s Report
	1. MCHS Five-Year Contract Renewal and Policies Review: ***Dr. Hunter reported that the five-year renewal hearing was successful. The only complaint expressed by the PEC was that they wondered how the school might serve more students, in order to provide offered opportunities to an even greater number of students. It was mentioned that the Charter School Division has often referred other schools to look at how MCHS drafts its mission specific goals. In March, MCHS will have the contract negotiation session with the Charter School Division. MCHS was unanimously approved for 5 years with no conditions.***
	2. Professional Development Priorities: ***Dr. Hunter reported that he and Ms. Gonzales have focused on school improvements, ways to work better toward supporting students. Teachers and Administration will start to take a look at student work and evaluate and rate work samples in an effort to come up with a potential schoolwide rubric. MCHS had the first professional development session with Dr. Sharroky Hollie on Friday, and will have another meeting with him on January 5th.***
	3. PED Updates: ***Dr. Hunter reported that some of the school policies are being reviewed as we get ready for the charter renewal contract meeting. Dr. Hunter and Ms. Gonzales have been looking at the Wellness policy as well as the Leave policy. Dr. Hunter mentioned that he attended the public hearing in Santa Fe for the PED’s proposed new school calendar. They are proposing all schools to have 180 days of student instruction. MCHS is on 161 school-day calendar because all early college high schools follow the calendars of their college partners.***

Agenda Item IV

Action Items-New Business:

 1. Business Office Action Items

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

 a. Lease Assistance 0004-IB

 b. State Funded Food Program 0005-IB

 c. Additional BARs

Adjourn: ***With no further business, meeting was adjourned at 5:29 pm. Next regularly scheduled meeting will be on Wednesday, January 31, 2024, at 5:00 pm.***

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Ms. Lisa Bracken, Council President

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Recording Secretary