**Minutes of the Governing Council Meeting**

Date: May 26, 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

Dr. Matthew Mingus, Member – Present

Olin Kieyoomia, Member – Not Present

Agenda Item I

1. Call to Order-***Ms. Bracken called the regular meeting to order at 5:00 pm.***
2. Roll Call video-declared open meeting, quorum was present for the meeting.

Agenda Item II

1. Approval of the May 26, 2021 Agenda: ***Ms. Bracken asked for a motion to approve the agenda. Dr. Mingus moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***
2. Approval of the May 12, 2021 Governing Board Special Meeting Minutes, as presented: ***Ms. Bracken asked for a motion to approve, Dr. Mingus moved to approve, Ms. Yazzie seconded, roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No comment presented.***
2. Teacher’s Report:  ***Mr. Cunanan combined his teacher’s and principal’s reports, recognizing student accomplishments in MESA and Aspirations in Computing. He further reported that 33% of the school’s students earned a GPA of 3.6 or higher during spring semester, and that the year ended with a 91% attendance rate and a 97% graduation rate. He also recognized Mr. Schali’s contributions in honor of his retirement. Dr. Hunter expressed gratitude toward Mr. Schali, thanking him for establishing the school’s MESA program and indicating that the school plans to work hard to continue his legacy and all that he has built. Mr. Schali thanked his colleagues, including the GC and administration. He further reiterated the accomplishments of the past year’s MESA team, who earned 3rd place while working as a team fully online to produce a programmed and 3D-printed hand-held device to assist travelers who are unable to speak.***
3. Counselor’s Report: ***Mr. Knowles reported on the success of graduation and the appreciation that families expressed for the individual photographs that were taken. He relayed that he is working on adjusting the schedules of students who need to repeat any courses, with assistance from Ms. Thompson and Dr. Hunter. He concluded by indicating that a handful of students are taking summer classes and that he is in the process of collecting their instructional materials from the bookstore.***
4. Principal’s Report: ***Mr. Cunanan added that he has been collecting laptops and updating them. Dr. Sutliff indicated that some of the laptops’ programs that are routinely used by UNM faculty are not properly working, such as Word and PowerPoint. Mr. Cunanan confirmed that these are some of the updates that he is configuring so that every unit will be fully functional prior to the start of fall semester.***

GC Board Member’s Report: ***Dr. Mingus shared that John Zimmerman will be serving as the Chair of Humanities, Arts, and Letters and that this might have some impact on the number of course sections in Ceramics, as well as Navajo Language (as the outgoing Chair will be taking on additional language courses). He also shared that UNM has lifted the mask mandate for people who are fully vaccinated, and that main campus is likely to require vaccinations once they become approved beyond emergency use. Dr. Mingus also reported that UNM-G has seen a decline in its enrollment demographics, pertaining to Native American students and is monitoring this concern. Ms. Yazzie inquired how many students had graduated this year. Dr. Hunter explained that all but one of the school’s seniors graduated, and that the non-graduate had come in as a senior who was deficient in credits and who is currently working to make up those missing credits. The goal is for the student to graduate in December.***

1. Business Manager’s Report
	1. Financial Report-Written: ***Written report presented by Ms. Anna Cress.***
2. CEO’s Report
	1. CSD Conference Presentation: ***Dr. Hunter explained that when the Charter School Division conducted its recent virtual site visit, the school was asked if he and Ms. Thompson would be agreeable to presenting at their annual conference to highlight the school’s use of resources in addressing needs of student equity. Ms. Thompson relayed that she will discuss her role as a new Student Success Advisor, including how she has been working to get students involved in immersive college campus summer youth opportunities. Their presentation is scheduled for June 2.***
	2. Forthcoming CEO Evaluation: ***Dr. Hunter indicated that the evaluation instrument had been sent with the board packet, so that GC Members might be able to preview it. Mr. Cunanan will send it out again prior to the next meeting, at which the GC would take the opportunity to evaluate the CEO in closed session. As Dr. Hunter will be starting the final year of a three-year contract, it would not be necessary to negotiate the contract at this meeting, unless the GC decided to take any type of action on it. Dr. Mingus inquired of Daniel Ivey-Soto (General Counsel) if it would be better practice to begin the evaluation process earlier in the school year. Mr. Ivey-Soto explained that while May and June are generally the standard, best practice would dictate an earlier start to the process, such that all items, including those that are well met and those that may be in need of attention, can be more thoroughly addressed. This is helpful to the CEO and allows ample time to pursue a change of employment if necessary, but more importantly, it is beneficial to the school should they wish or need to begin a search for a new leader. Dr. Hunter explained that the evaluation instrument could remain confidential (without evaluators’ names) when filed in the personnel folder.***
	3. Facility Update: ***Dr. Hunter informed the GC that facility plans are all but complete, awaiting some final detail from civil engineering. Once Mr. Johnty Cresto approves this remaining item, payments can be processed.***

Agenda Item IV

 1. Action Items-New Business

a.Approval of Accounts Payable Vouchers: ***Ms. Cress shared the list of vouchers. Moved to approve by Dr. Mingus, seconded by Ms. Yazzie, roll call vote with all in favor.***

 b. Approval of BARS: ***Ms. Cress shared three BARs, revising the amounts on two that had been approved at a previous meeting, and introducing a new one for an additional award that had been received. Moved to approve by Dr. Sutliff, seconded by Ms. Yazzie, roll call vote with all in favor.***

 2. Acceptance of New Applications for SY21-22: ***Dr. Hunter reported that applications have been picking up at a pace of***

***about one or two per day. Upon approval of the applications that are currently on hand, there will be approximately 10 slots remaining. These slots would then be filled on a first-come, first-served basis, with those that follow comprising the waiting list. Dr. Mingus inquired of the grade levels of the students being admitted. Dr. Hunter replied that nearly all of them are incoming freshmen, for whom the school has the highest number of vacancies.***

1. Approval of Teacher PDP Template and Evaluation Process: ***Dr. Hunter relayed how the PED’s new teacher evaluation system, Elevate NM, includes domains that are not as adequately aligned to the school’s mission as the more flexible PDP template included in the board packet. Domains included in the Elevate NM system that are more aligned with a traditional school setting include items related to behavior management (as would better apply to an elementary school), and do not include items specifically related to instructional relevance (particularly as pertains to the school’s diverse cultural demographics) or content rigor as applies to the standards of the Higher Education Commission, which informs much of the school’s focus. Dr. Mingus inquired if the school’s faculty had been shown the prospective PDP template, to which Dr. Hunter and Mr. Cunanan explained that it had been discussed at the past faculty meeting, and that all faculty expressed a desire to use the school’s proposed template, rather than the PED’s prescribed system. Dr. Hunter explained that the Charter School Act grants an automatic waiver for the evaluation of school personnel. Mr. Ivey-Soto added that the current process is a holdover from the days of Teachscape, which the PED interpreted from prior executive action, overturned by current executive action. Mr. Ivey-Soto also confirmed that the waiver may be automatically applied. Moved to approve by Dr. Mingus, seconded by Ms. Yazzie, roll call vote with all in favor.***

Adjourn: ***With no further business, a motion to adjourn was made by Ms. Yazzie, seconded by Dr. Mingus, roll call vote with all members in favor. Meeting adjourned at 6:11 pm. It was agreed to move the next regularly scheduled meeting to June 16, 2021 at 5:00 pm, in order that any business in need of being conducted prior to the close of the year would not fall on the final day of the fiscal calendar.***

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Dr. Betty Sutliff, Council President

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Recording Secretary