

Minutes of the Governing Council Meeting

Date: August 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

Mr. Olin Kieyoomia, Member – Not Present

Ms. Janene Yazzie, Member – Not 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 August 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 May 29, 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: *New MCHS English teacher, Matthew Touchin, introduced himself to the board. He is from the community of Gallup and is excited to return home and work with the MCHS team.*
3. Counselor's /Student Support Director's Report: *Mr. Knowles reported that start of the school year has gone pretty smooth with about 98% of all students receiving their college materials by the start of classes. New MCHS Counselor, Vanessa Sandoval, introduced herself to the board. She is excited to be able to put her higher ed background to effective use in the school's early college high school setting.*
4. Principal's Report: *Ms. Gonzales reported the start of the school year is off to a great start. She is happy that the staff has put forth energy and vision, as well as care and concern for the students, and reports that things are moving in a positive direction.*
5. GC Board Members' Report: *No GC Board Members' report.*
 - a. Summary of Finance Committee Meeting: *Ms. Bracken reported that only routine expenditures for May, June and July were presented in the Finance Committee packet.*
6. Finance Report: *May Forecast-Financial Report presented by Ms. Katie Rarick*
7. CEO's Report
 - a. Facility Update: *Dr. Hunter introduced Mr. Johnty Cresto to present the facility update. He stated the first of the steel beams have been placed. Once completed, the pouring of concrete foundation will follow. All the underground lines have been completed. Soil tests and compaction reports have been completed and passed. Building completion date estimated to be May 2025 with move in date ready for August 2025.*
 - b. Equity Council Update: Professional Development related to LGBTQ+ Support and Safe Spaces: *Dr. Hunter reported that staff participated in professional development on this topic and that it is ongoing. We are trying to find better strategies to help support our LGBTQ+ students, to make sure they feel welcomed and safe.*

Agenda Item IV

Action Items-New Business:

1. Business Office Action Items
 - a. Discussion and Possible Action on Out-of-State Travel for Hannah Thompson: *Ms. Bracken asked Ms. Thompson for a brief description of her duties as Student Advisor. Ms. Thompson's out-of-state travel will be to attend a college visitation fly-in program for counselors, hosted by Yale, Brown, and MIT. The program's focus is to help increase college access to rural and small-town students. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
 - b. Discussion and Possible Action on Laptop Incentive Program: *This incentive was drafted by teacher David Segura. If approved, it would allow incoming freshman to receive a new laptop at the beginning of the school year. The students would be expected to take care of their laptop for the next four years, and if they are able to maintain their laptops with no damage or defects, they will use the same laptop until graduation. Upon graduation, after the laptop has routine maintenance, inspection, and has been deactivated from the MCHS monitoring system, the student may take personal possession of it. This incentive would help minimize the number of laptops that get*

disposed of. The school's business manager and legal counsel were consulted on this plan and concurred that because the laptops are on a four-year replacement cycle and substantially depreciated in value, it would not run afoul of the state's anti-donation clause. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.

- c. Discussion and Possible Action on Assurance of Compliance with the PEC Performance Framework Indicators: *Dr. Hunter reported that the Public Education Commission approved the new performance framework, which is how Charter Schools are evaluated. A number of revisions were added to the new framework, which was sent out in the board packet. This is the same framework through which MCHS advocated that the school's academic performance be partially evaluated through the students' performance on the Accuplacer test. Dr. Hunter also referred board members to the CSD's most recent renewal recommendation document, within which the school received a rating of "does not meet standard" under accounting principles for an audit finding related to coding an end-of-year bill to the incorrect fiscal year. Reviewing the business manager's response to this item, board members acknowledged their responsibility to maintain compliance with the framework's respective indicators. Ms. Bracken asked for a motion to give assurance of compliance with the performance framework indicators. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- d. Discussion and Possible Action on Purchase Card through New Mexico Bank and Trust: *Ms. Katie Rarick reported that the school was using a Bento Purchase card for specific expenses with vendors who do not accept a traditional purchase order. However, the Bento company canceled the program. A new equivalent of a credit card is needed for the school. An approval to open an account with the bank is being requested, so the school can obtain a purchase card. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- e. Discussion and Possible Action on 2024-2025 Open Meetings Act Resolution: *The Board discussed the annual resolution, assuring its compliance and adherence to the Open Meetings Act. Ms. Bracken asked for a motion to approve, Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- f. Discussion and Possible Action on Removal of GC Member for Non-attendance: *After acknowledging appreciation for all that Mr. Kieyoomia has done for the school over the past few years, the Board noted that he has not been in attendance at a meeting since September 2023. Dr. Hunter reached out to him last week, but received no response. It was decided and voted on that Mr. Olin Kieyoomia be removed from the MCHS Governing Board Council due to non-attendance. Ms. Bracken asked for a motion to be approved. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- g. Discussion and Possible Action on Appointment of New Governing Council Member: *The Board decided and voted on the appointment of Mr. Joshua Turney and Ms. Heather Clah to the MCHS Governing Council. Ms. Clah and Mr. Turney introduced themselves to the Board and provided brief background information related to their careers as Deputy Attorney General for the Navajo Nation and a local business owner, respectively. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- h. Discussion and Possible Action on 2023-2024 May, June and 2024-2025 July Bank Rec and Check Register: *Bank documents presented by Ms. Katie Rarick. Ms. Monica Yazzie asked what was the purpose of Red Rock Security and Patrol? Dr. Hunter answered they were used for Prom and Graduation security detail. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Dr. Kuchera. Roll call vote with all members in favor.*
- i. Discussion and Possible Action on BARs: *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.*
 - a. 0001-I State Funded USDA Program:
 - b. 0002-I Additional SEG Funds:
 - c. Additional BARs:

Agenda V

1. Executive Session

- a. The Governing Council Board will meet in Executive Session on a limited personnel matter pursuant to NMSA 1978 §10-5-1(H)(2) regarding the Chief Executive Officer's evaluation. *Ms. Bracken asked for a motion to enter Executive Session at 6:14 pm. Dr. Kuchera motioned to approve, seconded by Ms. Monica Yazzie.*

Ms. Monica Yazzie motioned to exit Executive Session at 6:30 pm, seconded by Dr. Kuchera, indicating that only the personnel matter listed for closure was discussed.

- c. Potential action relating to Item V.1.a., above. ***Ms. Bracken reported that only the matter of the CEO's evaluation was discussed as defined in the motion for closure and that the evaluation was completed with no additional action deemed necessary.***

Adjourn: ***With no further business, meeting was adjourned at 6:33 pm. Next regularly scheduled meeting will be on Wednesday, September 25, 2024, at 5:00 pm.***

Ms. Lisa Bracken, Council President

Recording Secretary