Minutes of the Regular Governing Council Meeting

Date: May 26, 2020 at 5:00 PM

Middle College High School

Meeting was videoconference call with all materials available at mchsgallup.com

***Governing Council Members:***

Dr. Betty Sutliff, President—Present

Lisa Bracken, Vice President—Present

Mary Lou Mraz, Secretary—Not Present

Monica Yazzie, Member—Present (joined at 5:22)

Dr. Matthew Mingus, Member—Present

Agenda Item I

1. Call to Order ***Dr. Sutliff called the meeting to order at 5:00 pm.***
2. Roll Call declaring it an open meeting and that a quorum was present for the meeting.

Agenda Item II

1. Approval of the May 26, 2020 Agenda: ***Dr. Sutliff asked for a motion to accept the agenda. Dr. Mingus moved, Ms. Bracken seconded, roll call vote with all members in favor.***
2. Approval of the April 28, 2020 Regular Governing Board Meeting Minutes, as presented: ***Dr. Sutliff asked for a motion to approve the minutes. Dr. Mingus moved, seconded by Ms. Bracken, roll call vote with all members in favor.***

Agenda Item III

1. Counselor’s Report: ***Mr. Knowles provided an update on student registrations with UNM and the finalizing of course grades.***
2. Principal’s Report: ***Mr. Cunanan reported on Extended Learning Time Program enrollment. Otherwise, all other course grades have been entered into the Student Information System. He is currently working on End of Year reporting templates.***
3. GC Board Members’ Reports: ***Dr. Mingus reported on UNM’s plans for returning to campus in the fall with in-person courses offered, largely supplemented with increased offerings of online and hybrid models of instruction.***
4. Business Manager’s Report
	1. Financial Report-Written: ***Written report presented by Ms. Anna Cress.***

5. CEO’s Report

1. English Teacher Position: ***Dr. Hunter explained that a couple of English candidates were interviewed, but that the top interviewee decided to remain with his current employer and that a recommendation for hire has not yet been made. As the school does not desire to make a hire just to fill a position, another round of interviews will be taking place with a new set of candidates.***
2. Facilities Update: ***Estimated cost for new facilities construction is $225 per square foot (inclusive of land purchase), coming in at about 80% of anticipated cost. In discussion with the potential developer, it was explained that impacts to budget from the legislature’s upcoming special session needed to be taken into consideration. Dr. Sutliff inquired about current costs of lease and expressed that it is generally better to own your own facility. Dr. Mingus concurred, adding that it would also make sense to look at comparable projects to determine a fair market price. Dr. Hunter will solicit this information.***

Agenda Item IV

1. Action Items-New Business

1. Approval of Student Enrollment Applications: ***Approval of nine new applications to bring enrollment to 134 students, with six remaining slots to be filled on a first-come, first-served basis. Once filled, all applications beyond the enrollment cap will be placed on a waiting list according to the date they are received. Lisa Bracken motioned to approve applications, seconded by Ms. Yazzie, with a roll call vote of all in favor.***
2. Approval of Accounts Payable Vouchers: ***Motion to approve by Lisa Bracken, seconded by Ms. Yazzie with a roll call vote of all in favor.***
3. Approval of FY2021 Operating Budget: ***Presented by Ms. Jolene Jaramillo. Ms. Jaramillo noted that not all federal applications, such as Indian Education, had yet been approved. Dr. Mingus noted the increase generated by a higher unit value multiplier given for the at-risk calculation. Motion to approve by Ms. Yazzie, seconded by Dr. Mingus with a roll call vote of all in favor.***
4. Approval of FY2021 Salary Schedules: ***Dr. Hunter explained that while a 4% salary increase was passed during the past legislative session, it is nearly certain that this increase will be rolled back during the special session next month. Many districts and schools have asked PED if they can remove this from their FY2021 calculations, but have been told that they cannot. Language will be added to employee contracts indicating that raises may be contingent upon legislative appropriation, but that it is the intention of MCHS to include this raise for FY2021 regardless of what occurs during the special session. Dr. Mingus expressed support for this decision and motioned to approve, seconded by Ms. Yazzie with a roll call vote of all in favor.***
5. Approval of FY2021 Calendar: ***Motion to approve by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all in favor.***
6. Approval of Indian Education Funds Application: ***Dr. Hunter explained that this application would fund a proportionate share of textbooks and tuition, a .10 FTE for Navajo Gov’t instruction, and advertising/recruitment costs. Motion to approve by Ms. Yazzie, seconded by Dr. Mingus with a roll call vote of all in favor.***
7. Approval of CARES Act Application: ***Dr. Hunter explained that the school applied for this source to acquire remote connectivity for all students, as well as PPE for students upon return to school. Motion to approve by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all in favor***
8. Approval of Title I Application: ***Covering services to at-risk students, motion to approve Title I application made by Ms. Yazzie, seconded by Dr. Mingus with a roll call vote of all in favor.***
9. Approval of Title II Application: ***Funding to cover outside professional development costs, such as ELD trainings. Motion to approve by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all in favor.***
10. Approval of Title IV Application: ***Awaiting word on this award, which would help to cover costs of MCHS purchasing Accuplacer program to become a potential satellite site for placement testing. Motion to approve by Ms. Yazzie, seconded by Dr. Mingus with a roll call vote of all in favor***
11. Approval of IDEA-B Application: ***Dr. Hunter explained that a request has been made to the PED to decline this award because school administration would like ample time to develop a fuller and more robust set of SpEd policies. Special Education services will continue to be appropriately provided, but can be covered under operational funds for the time being. Nonetheless, the application needs approval in the event that the PED does not honor the school’s request to decline these funds. Motion to approve by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all in favor.***
12. Approval of NSLP Application: ***Ms. Cress explained that this application is to approve the school’s participation in the National School Lunch Program and to receive any reimbursable funds provided to offset the cost of meals. Motion to approve by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all in favor.***
13. CEO’s Evaluation: ***While evaluation has been waived by PED for this year, Dr. Hunter explained that the Board may still conduct an evaluation, from which useful performance information could be gathered. After discussion, it was agreed that Mr. Cunanan would forward the evaluation instrument to GC Members, so that a formal evaluation could take place at the June meeting.***

***Meeting adjourned at 6:04 PM, after discussion that GC meetings would occur at 5:00 pm on the last Wednesday of each month. Dr. Hunter will amend the policy for Board approval at next meeting, scheduled for June 24 at 5:00 pm. Motion to adjourn by Dr. Mingus, seconded by Ms. Yazzie with a roll call vote of all members in favor.***

***Dr. Betty Sutcliff, Council President***

***Recording Secretary***