**Minutes of the Governing Council Meeting**

Date: October 30, 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

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 5:01 pm.
2. Roll Call declared open meeting; quorum was present for the meeting.

Agenda Item II

1. Approval of the October 30, 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 September 25, 2024 Governing Board Regular Meeting Minutes, as presented:***.*** ***Ms. Bracken asked for a motion to approve the regular meeting minutes. Ms. Monica Yazzie motioned to approve, seconded by Ms. Clah. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No Public Comment***.
2. Teacher’s Report:  ***English teacher, Mr. Touchin reported being a few months into the school year, everything has been running smoothly. He and the other teachers feel good with all the positives, having time during their days to complete things and not feeling overwhelmed. Students are enjoying their time and just finished spirit week.***
3. Counselor’s /Student Support Director’s Report: ***Mr. Knowles reported PSAT testing has been completed with a makeup day for those students who were not able to make it on the original test day. He hopes to have test results in about six weeks. He will be sending out email notifications in a few weeks to board members and MCHS staff to register for the McKinney Vento Homeless training. He noted that the Public Education Dept will no longer fund the program and he has requested a quote amount for when the school will have to purchase the McKinney Vento License renewal.***
4. Principal’s Report: ***Ms. Gonzales reported that the 40th day report is currently in the validation phase and 80th day reporting is approaching. Administration has been doing staff observations, as well as meeting and working with students on scheduling for Spring semester.***
5. GC Board Members’ Report**: *No GC Board Members’ reports.***

a. Summary of Finance Committee Meeting: ***Ms. Bracken reported that she has been in attendance with audit meetings within the month and just completed the audit exit interview. The audit reports will be released in February. Ms. Bracken also asked for a volunteer to join the Finance Committee. Board member, Mr. Turney was asked if he could join, but declined at this time. Board member, Ms. Clah, was also asked to join and she accepted.***

1. Finance Report: ***October Forecast-Financial Report presented by Ms. Katie Rarick***
2. CEO’s Report
   1. School’s Designation from PED: ***Dr. Hunter reported that MCHS has been designated as a Spotlight school once again, which is the highest rating given by the Public Education Dept. The school’s proficiency scores surpassed the State average in ELA, Math and Science. The school is maintaining high proficiency and is very pleased.***
   2. Equity Council Update: Student Course Evaluations: ***Dr. Hunter reported the in Professional Development, there has been discussion about letting the students evaluate, give input or feedback in the courses they are enrolled in. This will help give the school information about what we are doing well and what areas need more focus.***
   3. Math Expansion: ***Dr. Hunter reported the addition of 0.25 FTE math teacher for the spring semester. Shynal Robinson will come to teach one math course. There is a need to have two full-time math positions for next year.***
   4. PCSNM Conference, December 12-13: ***Dr. Hunter reconfirmed the conference dates. He will send an email to board members who will be attending the conference, and once the purchase card arrives, will make the necessary room reservations.***

Agenda Item IV

Action Items-New Business:

1. Business Office Action Items

1. Discussion and Possible Action on Annual Indian Policies and Procedures: ***Dr. Hunter noted that the highlighted areas have been changed/updated from the previous versions. The main adjustment to the policy is the current student performance data, which is one of the processes for tracking students and is in our charter contract with the Public Education Dept. This information is also required for us to receive the Impact Aid award. Ms. Bracken asked for a motion to approve. Dr. Kuchera motioned to approve, seconded by Mr. Turney. Roll call vote with all members in favor.***
2. Discussion and Possible Action on Authorization of Robert Hunter to Execute P-Card Documents on Behalf of School: ***Ms. Rarick explained the bank needs Board approval to allow Dr. Hunter to sign for the P-Card. If approved by a vote of the board, a signed copy of the minutes would then be sent to New Mexico Bank and Trust. Ms. Bracken asked for a motion to approve the regular meeting minutes. Mr. Turney motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
3. Discussion and Possible Action on the 2024-2025 September Bank Rec and Check Register: ***Bank documents presented by Ms. Katie Rarick. Ms. Bracken asked for a motion to approve. Ms. Monica Yazzie motioned to approve, seconded by Mr. Turney. Roll call vote with all members in favor.***
4. Discussion and Possible Action on BARs: ***Ms. Bracken asked for a motion to approve all BARs. Ms. Monica Yazzie motioned to approve, seconded by Mr. Turney. Roll call vote with all members in favor***.

a. Title I 0004-1

b. Additional BARs:

Adjourn: ***With no further business, meeting was adjourned at 5:34 pm. Next regularly scheduled meeting will be on Wednesday,***

***November 20, 2024, at 5:00 pm.***

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Ms. Lisa Bracken, Council President

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Dr. Carolyn Kuchera, Recording Secretary