

Minutes of the Regular Governing Council Meeting
Date: August 13, 2019; Time: 5:00 p.m.
Middle College High School
Portable 1, Rm 2
705 Gurley Avenue, Gallup, NM 87301

Governing Council Members:

Anthony Major, President- Present
Lisa Bracken, Vice President- Present
Valerie Long, Secretary/ Treasurer- Present (Arrived @ 5:17 PM)
Mary Lou Mraz, Member- Present
Dr. Betty Sutliff, Member- Present
Dr. Matthew Mingus, Member- Present

Agenda Item I

1. Call to Order: ***Mr. Major called the meeting to order @ 5:05 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 August 13, 2019 Agenda: ***Mr. Major asked for a motion to accept the agenda. Dr. Mingus moved, and was second by Dr. Sutliff, all present were in favor.***
2. Approval of the June 11, 2019 Regular Governing Board Meeting Minutes, as presented: ***Mr. Major asked for a motion to approve the minutes. Dr. Sutliff moved, and was second by Ms. Mraz, all present were in favor.***

Agenda Item III

1. Action Items-New Business
 - a. Nomination and Election of FY19/20 Governing Council Board Officers:
Mr. Major is moving but willing to stay on as President and call in. First meeting of Fiscal Year is time to reelect. New officers were nominated. Ms. Mraz nominated Dr. Sutliff for President, moved by Ms. Mraz, second by Ms. Bracken, all present were in favor. Nomination closed. Dr. Sutliff accepted.
Ms. Bracken was nominated for Vice President, Ms. Mraz moved, second by Dr. Mingus, all present were in favor. Ms. Bracken accepted.
Ms. Mraz was nominated for Secretary, motion
 - b. Approval of Accounts Payable Vouchers: ***K. Brown: Advertising expenses- Student enrollment applications, RFP food services management, Business manager position (Newspapers, online)***
#1112- 06/19/2019 Page 3, large payment to UNM which is lease payment for last quarter of last year.
#1001- 07/23/2019 Payment for black out EZ- Safety plan purchase for small/ large windows.
Dr. Mingus questioned #1121- Which was for Mr. Cunanan to attend STARS Training.
Dr. Mingus moved, second by Ms. Mraz, all present were in favor.

- c. Approval of Employee Out-of-State/In-State Travel; pre-approved by CEO
 - 1. Mike Cunanan; Albuquerque, NM ; June 10-14, 2019; Making Sense of Science Training
 - 2. Tim Knowles; Santa Fe, NM; June 13-14, 2019; NM Public Education Commission Hearing-Final Contract Approval
 - 3. Dr. Rob Hunter; Albuquerque, NM; June 21, 2019; NM CSD Charter Schools Conference
 - 4. Michael Cunanan; Santa Fe & Albuquerque, NM; June 20-22, 2019; STARS Training & NM CSD Charter Schools Conference
 - 5. Michael Cunanan; Santa Fe, NM; June 28, 2019, STARS Training
 - 6. Michael Cunanan; Las Cruces, NM; August 16-17, 2019; Teaching Computer Science Training
 - 7. Matthew Mingus; September 13-14, 2019; NMPED Board Member Training

Mr. Major moved, second by Ms. Mraz, all present were in favor.

- d. Approval of Charter Expansion Sub Grant: ***Dr. Hunter: PED has funding specifically for Charters. Money is there, looking good, is Board in support of grant money? (i.e. Additional computers, added staff, food services). Dr. Mingus moved, second by Ms. Long, all present were in favor.***
- e. Approval of Food Services Management Agreement with Commonwealth Investments dba Momma's Kitchen: ***Dr. Hunter- Kim worked on contract, made sure it was sent to PED- Student Nutrition Dept., it will be a one year contract. Contract for FY 2019/ 2020: Vendor will bring food warmers, daily deliveries. New ID's will help with count and who was issued a meal. Breakfast is optional. Ms. Bracken moved, second by Ms. Long, all present were in favor.***
- f. Budget Adjustment – Operational: ***K. Brown- Last spring major budget was approved. Take care of deficiencies. Dr. Mingus moved, second by Ms. Mraz, all present were in favor.***

Agenda Item IV

- 1. Student Representative's Report: ***No student present, report was not given.***
- 2. Parents' Reports: ***Dr. Sutliff- Parents portion of orientation was smooth, liked hearing from the Teachers. V. Long wasn't to see how 9th grade portion of school turns out. Would like feedback to pass on to other parents.***
- 3. GC Board Members' Reports: ***Dr. Mingus- enrollment is up by 10% mostly due to concurrent enrollment. Also brought up the deadline to apply to UNM- G Advisory Board.***
- 4. Teachers' Reports: ***New Teacher Mr. A. Dino was introduced by Mr. Cunanan. Mr. Dino will be the STEM Teacher (Science/ Math). Mr. Dino is excited about the new School Year.***
- 5. Counselor's Report: ***No report given at this time.***
- 6. Dean of School's Report: ***Given access to STARS & Soap; All student reporting. Continuing to migrate students to own account.***

Initiating system of student ID's for meals, textbooks, attendance using this system to upload to Powerschool.

School Messenger system- When a student is absent, Parent(s) get an automated call about the absence.

7. Business Manager's Report

- a. Financial Report-Written: *K. Brown, written financial reports are enclosed. Opened up for questions. Mr. Major asked about the audit. It is in progress, a week ago (08/05) entrance conference took place. They will be here the week of August 26, 2019 and return in October, report is due in November.*

8. CEO's Report

- a. New school year updates: *Dr. Sutliff asked about Freshmen tutor time, Dr. Hunter advised her that there will be opportunities for them to get their 8hrs./ week.*
- b. Introduction of new teacher: *Was introduced earlier.*
- c. CTE Next Gen Grant application: *Should we get awarded it is an additional \$36,000- \$37,000, which will cover Schali FTE, Shuttle transportation to take students to NTU, Tuition for Students & Instructor. Application process was spearheaded by Mr. Cunanan.*
- d. School safety plan: *New requirements. Need to do 4 drills @ beginning of this SY. After PD each week staff will go through state protocols to apply to our campus. We need to change our policies & procedures to align to states requirements. Communicated with UNM- G police on our processes. Mr. Knowles brought up safety questions to advisory committee. It is important that we have a good communication system- Messenger & Lobo alerts.*
- e. MCHS waiting list: *We are back to a waiting list. A moratorium is coming up at next legislative session. We are having some problems with UNM- G Student Services telling our students that they need to re-take the Accuplacer test. Some students get frustrated with what Student Services is telling them & they withdraw. With the waiting list increasing and a threat of a moratorium, we will most likely increase our enrollment to 140 and stay there.*
- f. Gallup-McKinley County Chamber of Commerce: *We are now members of the Chamber of Commerce. We will do some advertising through them. A new brochure is coming out and we be advertised on there.*
- g. 2018/2019 School performance: *Narrative from GMCS is their growth. We are careful about talking about growth because of different tests. GMCS is not talking about overall proficiency.*

Adjourn:

Adjourned @ 7:26 PM. Next scheduled Board Meeting is set for September 10, 2019 @ 5:00 PM. Motion by Ms. Mraz, second by Ms. Bracken, all present were in favor.

Dr. Betty Sutliff, Council President

Michelle Etsitty, Recording Secretary

