**Minutes of the Governing Council Meeting**

Date: November 30, 2022 at 5:00 p.m.

Location: Middle College High School Administrative Office, 705 Gurley Ave, Gallup NM

Meeting was in-person with all materials available at mchsgallup.com

**Governing Council Members**:

Dr. Matthew Mingus, President – Present

Dr. Betty Sutliff, Vice President – Present

Monica Yazzie, Secretary – Present

Lisa Bracken, Member – Present

Olin Kieyoomia, Member – Not Present

Ms. Janene Yazzie-Member - Present

Agenda Item I

1. Call to Order-Dr. Mingus called the meeting to order at 5:06 pm
2. Roll Call declared open meeting; quorum was present for the meeting.

Agenda Item II

1. Approval of the November 30, 2022 Agenda: ***Dr. Mingus asked for a motion to approve the agenda. Dr. Sutliff motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
2. Approval of the October 26, 2022 Governing Board Regular Meeting Minutes, as presented: ***Dr. Mingus asked for a motion to approve the minutes. Ms. Monica Yazzie motioned to approve, seconded by Dr. Sutliff. Roll call vote with all members in favor.***

Agenda Item III

1. Public Comment: ***No public comment***.
2. Teacher’s Report:  ***No teacher comment.***
3. Counselor’s Report: ***Mr. Knowles reported that Spring 2023 student schedules are about 99% complete and that students have been enrolled in their UNM courses. He has also started building the schedule matrix for the spring semester in PowerSchool. The PSAT scores have been received from College Board. The students who took the test were sent an email link to see their scores. Mr. Knowles noted that if the students have trouble with obtaining them in the link, he can give them their scores and can give them a quick explanation of their scores. All but a few board members or faculty have completed the McKinney Vento Training. He will send out email reminders to those who still need to complete it. The original due date was in October, but has now been moved to December.***
4. Principal’s Report: ***Mr. Cunanan reported that the school data for the 40th day reporting has been accepted and certified. School data reported was for 140 enrolled students, 31-9th graders, 40-10th graders, 41-11th graders and 26-12th graders. Out of the 140 students, 3.6% are Asian, 15% are Hispanic, 12.5% are Caucasian and 68.6% are Native American. Four students are in the Special Education program, 26 students in the Gifted and Talented program, and 27 students identified as English Language Learners. The testing window for ELL runs from January 23, 2023 to March 10, 2023 and the students will be tested individually during this time frame. Following this testing will be the Science Assessment and SAT testing. Dr. Sutliff asked if the replacement of the 26 seniors graduating will be with incoming 9th graders for the next school year? Mr. Cunanan and Dr. Hunter both responded that is correct and that underclassmen remain a priority for enrollment in rounding out the student cohorts.***
5. GC Board Members’ Reports**: *Dr. Mingus reported that UNM spring semester enrollment is up. Dr. Mingus also mentioned that a UNM faculty member who had a significant medical procedure will return to campus to teach in the spring. Ms. Bracken asked what are the dates for Winter Break? Dr. Hunter responded that Monday, December 19 starts the break and students will return on Tuesday, January 17. However, some MCHS students will return for 7 school days prior to that January 17th date. Students with the most need will be participating in the Extended Learning Program and these students will be given the opportunity to recover needed credits.***
6. Business Manager’s Report
	1. Financial Report: ***Written report presented by Ms. Rarick***.
7. CEO’s Report
	1. PCSNM and CSD Charter Conferences: ***Dr. Hunter reported that the Public Charter Schools of NM conference is next week December 8 and 9. Ms. Rarick will be presenting Friday morning, and Dr. Hunter and Mr. Dan Hill will be presenting in the afternoon. The Charter Schools Division is also planning to have a conference meeting in July and has asked Dr. Hunter if he could be involved in their planning committee.***
	2. Extended Learning Time Program and Intervention Support Planning: ***Dr. Hunter reported the ELTP will be offered to MCHS students who need additional support in their classes, mainly for credit recovery and making sure they have the skills to move on the next course level. Dr. Sutliff asked about how many students are there? Dr. Hunter answered that there are typically dozens of students who will participate. MCHS will also do some Intervention Support Planning. This is part of a succession plan and we are contracting out to two individuals to offer support in specific areas. For intervention planning, one of the individuals will come in and work with Ms. Van Drunen to plan an intervention course that will help students to build necessary math skills in advance of the state test.***
	3. Update on Equity Council: Culturally Responsive Teaching Support: ***Dr. Hunter reported that the 2nd individual will be brought in to help with professional development and may do some teacher observations and provide some coaching to teachers. Dr. Mingus asked to know who these individuals will be? Dr. Hunter identified Ms. Rachel Rodriguez who will come in and work with MCHS on the math invention and math planning. Eulalia Gonzales, is the 2nd individual who will come in and do the professional development and observations.***
	4. MCHS Spotlight at Urban Indigenous Education Summit: ***Dr. Hunter reported that he was contacted by the PED’s Indian Ed Director, Rebecca Reyes who asked if she could highlight MCHS at the Urban Indigenous Education Summit in Albuquerque. Dr. Hunter provided her with pictures and school statistics and data. She wanted to spotlight the work that MCHS is doing in college career preparations for Native students.***

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 mentioned that the policies have been updated for the present school year. This is in reference to the Impact Aid application and the information is used to identify what the school does to ensure equal participation for all student groups. Dr. Mingus asked if the Pueblo of Zuni should be included in the policy so that it corresponds with the Navajo Nation’s consultation requirements. Dr. Hunter noted that it can be added for consistency. Ms. Janene Yazzie asked what is the response rate of the surveys that we send out? Dr. Hunter answered that is about 85%. Dr. Mingus asked for a motion to approve the Annual Indian Policies and Procedures. Dr. Sutliff motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
2. Discussion and Possible Action on Concurrent Enrollment Policy: ***Dr. Hunter reported that this policy is to address very specific and limited situations. As an example, if a student has taken all classes available and there is no higher class for them to take in their Senior year or if there is a specific class that aligns with a student’s goal or next step plan, how do we offer those classes that are not available in the college schedule on the UNM Gallup campus? Mr. Dan Hill assisted with outlining some of the procedures. Dr. Sutliff asked about how many students fall into these situations? Mr. Knowles responded that it is approximately 2 – 6 student a semester that fall under this category. This policy will cover students who take Concurrent Enrollment, so that families will not be responsible for payment and that MCHS will pay for specified Concurrent Enrollment only, should a student have to take a course from another campus other than UNM-Gallup. Dr. Mingus asked for a motion to approve the Concurrent Enrollment Policy. Ms. Janene Yazzie motioned to approve, seconded by Ms. Monica Yazzie. Roll call vote with all members in favor.***
3. Discussion and Possible Action on School Wellness Policy: ***Dr. Hunter reported that MCHS will be going through an Administrative review for food services. Dr. Hunter has had to complete some additional Civil Rights training and there has been some auditing documentation for families who are eligible for free/reduced lunches. This is part of the process to be eligible to receive reimbursement from the state for meals that we serve our students. A site visit is scheduled in February to see how meals are served and MCHS having a Wellness Policy will be part of the audit. Dr. Hunter prepared the policy, adding MCHS-specific pieces and will upload it the Administrative Review portal. Ms. Janene Yazzie had several questions about the policy regarding cultural considerations and nutritional values. Dr. Mingus asked for a motion to approve or table the Wellness Policy for further discussion at the next board meeting. Ms. Janene Yazzie moved to table the policy, seconded by Dr. Sutliff. Roll call vote with all members in favor.***
4. Discussion and Possible Action on Oct WF Bank Rec, OCT Bento Rec, OCT Check Register: ***Financial reports presented by Ms. Rarick. Dr. Mingus asked for a motion to approve all financial documents as presented. Ms. Monica Yazzie motioned to approve, seconded by Dr. Sutliff. Roll call vote with all members in favor.***
5. Discussion and Possible Action on BARs:

a. BAR 578-000-2223-0005-IB ARP

b. BAR 578-000-2223-0006-IB Preschool

i. Additional BARs

***BARSs presented by Ms. Rarick. Ms. Rarick clarified that the funds are from the first round of the Cares Act and both are to be used on Special Education. Dr. Mingus asked for a motion to approve the two BARs as presented. Ms. Janene Yazzie motioned to approve, seconded by Ms. Bracken. Roll call vote with all members in favor***.

Adjourn: ***With no further business, a motion to adjourn was made by Dr. Sutliff, seconded by Ms. Janene Yazzie. Roll call vote with all members in favor. Meeting adjourned at 6:20 pm. Next regularly scheduled meeting will be on Wednesday, December 21, 2022, at 5:00 pm.***

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Dr. Matthew Mingus, Council President

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Recording Secretary