

Minutes of the Regular Governing Council Meeting
Date: April 09, 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
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 @ 5:10 P. M.***
2. Roll Call declaring it an open meeting and that a quorum was present for the meeting.

Agenda Item II

1. Approval of the April 9, 2019 Agenda: ***Mr. Major asked for a motion to accept the agenda. Ms. Bracken moved, and was second by Ms. Mraz, all present were in favor.***
2. Approval of the March 12, 2019 Regular Governing Board Meeting Minutes, as presented. ***Mr. Major asked for a motion to approve the minutes, Dr. Mingus moved and was second by Ms. Bracken, all present were in favor.***

Agenda Item III

1. Action Items
 - a. Enrollment of Current 2019/2020 Student Applicants: ***Dr. Hunter, 21 applicants to date, which is great. Enrollment policy states enrollment/ lottery in April. If slots not filled another lottery is held in June. We are not in lottery situation as of today. Because we are not in lottery status we will start processing applicants. Any other applications that come in later will not be processed until June.***
Motioned to accept the 21 applicants by Ms. Bracken, second by Dr. Sutliff, all present were in favor.
 - b. Approval of Accounts Payable Vouchers: ***K. Brown, #1080- To Anderson (new vendor), Prom purchase for students.***
On page 3 \$8090.00 to GMCS that payment was our portion for the audit fee.
On page 4 to Quill, which was for camera supplies. Also a payment to Shindigs for oddball purchases for prom supplies.
#1090, payment to BENCO for student lunch at UNM (Main) cafeteria, students were taken by Dr. Hunter for a tour of the main campus.
Page 2, payment to Dennis Rosales for being the DJ for prom. A purchase was also made at Dollar Tree with the pre- paid business card for Mr. Hunt's Driver's Ed class.
Page 4, payment to Red Rock Security for Prom activity.

K. Brown stated that prom cost around \$2000.00. There was a lot of student investment in the activity. Dr. Mingus asked if there is a max limit for credit card. K. Brown explained the process, and did mention that the cards can be turned off and on. Motioned by Dr. Mingus, second by Ms. Bracken, all present were in favor.

- c. Approval of Employee Out-of-State/In-State Travel; pre-approved by CEO
 - 1. Bobbie Shack; Albuquerque, NM; 03/24/19-03/25/19; Engaging English Learners: A School-wide Approach for Charter Schools
 - 2. Dr. Robert Hunter; Santa Fe, NM; 4/11/19-4/12/19; Public Education Commission Meeting ***Motion by Ms. Bracken, second by Dr. Sutliff, all present were in favor.***
- d. Acknowledgement of 17/18 Annual Financial Audit: ***K. Brown, Focus on the fact that their opinion is to say “We prepare and they determine if it is presented fairly. Page 54, one note that is significant in the actual finding. The period of 06/30/2019 was in the middle of hearings to revoke. This is not for approval, but rather for acknowledgment. Motion by Dr. Mingus, second by Ms. Bracken, all present were in favor.***
- e. Amendment Request on Enrollment Cap: ***Dr. Hunter, Increase enrollment from 100 to 120, has been submitted to the Charter School Division. Most likely they are going to approve on Friday. Motioned by Dr. Sutliff, second by Dr. Mingus, all present were in favor.***
- f. Amendment on Grades Served: ***Dr. Hunter, Receiving phone calls from families. There is an urgency for families wanting the 9th grade option. They are dissatisfied with the restructuring that’s going on with the local school district. The school district has moved to a Gateway model. Mr. Knowles, Mr. Cunanan & Dr. Hunter have drafted what a 9th grade schedule will look like. The schedule will be mainly self contained, they will be getting some college from our Instructors. Motion by Ms. Mraz, second by Ms. Bracken, all present were in favor.***
- g. Approval of 2019/2020 Operating Budget: ***K. Brown, At this point we don’t have all the information. The due date for the budget is April 29, 2019. Motion by Ms. Bracken, second by Ms. Long, all present were in favor.***

Agenda Item IV

- 1. Student Representative’s Report: ***Not present, no report given.***
- 2. Parents’ Reports: ***No Parent present, no report given.***
- 3. GC Board Members’ Reports: ***Dr. Mingus mentioned that registration will open and will begin on April 15, 2019. Ms. Mraz gave appreciation to K. Brown for her hard work.***
- 4. Teachers’ Reports: ***Ms. Shack- Prom was a Super Success! Would like to do a “End of Year field day” with activities (i.e. Movie, BBQ, games) during seminar period. EL Program- will begin working with staff & start building program. Mr. Hunt- This is a busy part of the year with testing, etc. Students are impressive with 70% of Seniors going to Main Campus. Writing letters of recommendation for students to attend workshops in Washington, DC and China.***

5. Counselor's Report: ***Mr. Knowles, enrolled 80% for next year. Majority of Juniors have taken ACT at least once, likes to see them take it at least 2 times.***
6. Dean of School's Report: ***Not present.***
7. Business Manager's Report: ***K. Brown opened it up for questions. Mr. Major asked if preparation was happening for the move to state, yes it is. Dr. Mingus asked if anything posted for tuition and textbooks? As far as tuition nothing has been posted.***
 - a. Financial Report-Written
8. CEO's Report: ***Dr. Hunter***
 - a. Processing new applicants: ***Already discussed.***
 - b. School advertising campaign: ***Brand new ads ready for print and radio. Newspaper ads will change to add 9th grade. Make sure we have enrollment according to ethnicity ratios. Advertise to all markets.***
 - c. ECHS designation from PED: ***In early March the State recognized us as an Early College High School.***
 - d. Charter Collaboration: ***Have been meeting with other area Charter Schools. We are getting close on food services. Hozho is working with PED to coordinate with a vendor. Transportation is also in the works.***

Ms. Long exited the meeting @ 7:38 PM.

Ms. Mraz moved to enter Executive Session, second by Dr. Mingus @ 7:44 PM, all present were in favor.

Agenda V

1. Executive Session
 - a. The Governing Council Board will meet in Executive Session on a limited personnel matter pursuant to NMSA 1978 §10-15-1(H)(2) regarding the Chief Executive Officer's evaluation.
 - b. Potential action relating to Item V.1.a., above.
The matters discussed in the closed meeting were limited only to those specified in the motion for closure. Ms. Mraz moved to return from Executive Session, and second by Dr. Mingus @ 9: 07 PM, all present were in favor.

Adjourn:

Commencement is scheduled for May 10, 2019 @ 6:00 PM.

Next scheduled Board Meeting is set for May 14, 2019 @ 5:00 PM. Adjourn @ 9:11 PM, moved by Dr. Mingus, Second by Ms. Bracken, all present were in favor.

Anthony Major, Council President

Michelle Etsitty, Recording Secretary