**MINUTES**

**Six Directions Indigenous School Governing Council Meeting**

**12 June 2017**

**2055 NM-602, Gallup, NM 87301**

**In attendance:** Ben Soce, Sam Crowfoot, Madeline Leyba, Susan Estrada

**Absent:** Oliver Tapaha

**Others in attendance:** Tom Genne, Lane Towery, Amber Pena

1. Meeting opened at 5:40 PM
2. Roll Call
   1. Ben (in person), Madeline (phone), Susan (phone) and Sam (in person) are present
      1. Madeline is traveling and Susan is working from ABQ home base
   2. Oliver is absent
3. Approval of agenda
   1. All GC members verbally approve
4. Approval of Minutes – June 14, 2017
   1. Motion to approve June 14th Minutes: Susan
   2. Yes: Ben, Madeline, Susan, and Sam
   3. No: None
5. 5:51 Oliver Tapaha joins the meeting
6. Public Comment
   1. No one from the public is present
7. Reports
   1. Head Administrator Report
      1. Full for 7th and 8th grade
      2. 30 out of 50 slots for 6th grade filled
      3. Filed an IPRA request w/ Gallup McKinnely County School district. Requested addresses for 6th grade students in the district. Request was denied because the information requested is protected under state law. We have to decide if we want to pay a lawyer to demand that information. Tom would recommend hiring a lawyer to send a letter with interpretation of the law.
      4. Staff recruitment: We made and offer to a secondary math teacher. Still seeking an ELD, SPED, Dine Language and Culture, and a councilor/social worker. Seven applications were submitted for our Head Admin position. We need to set up a paper screening to reduce applicants to a manageable number. Be prepared to conduct interviews next week. We should decide how many finalists we want to interview. Need to begin the process.
      5. Amber will be managing our business services.
   2. Tom is contacting Morgan tomorrow regarding facilities. Outreach is happening to other business owners/leasers to come up with a fiscally sound facility plan.
   3. Testing: Preliminary results are available. Acting Secretary of Education will most likely release results on or after July 17th. We can then release parent reports. PARCC
   4. We have a new Deputy/Acting Secretary of Education – Chris Ruszkowski. Recent interview revealed his thinking. Less about what we’re doing and more about how we’re doing it. What we need to focus on now is doing what we’re doing better. Expressed an interest in teacher leadership and capturing teacher voice when it comes to developing policy and programs, defining what best practices look like. Our teacher, Alanna Purdy, is demonstrating this type of leadership.
   5. NCLB and Ever Student Succeeds Act: Former President Obama put the latter initiative into motion. We saw slight improvement with NCLB. The law still builds on the idea of equitable distribution of resources. Has a new emphasis on local innovation. Firmer commitment to community involvement and input.
      1. When are we planning to select a finalist for the Head Admin position? We need to establish a paper process to get an objective score then screen. We will review all and then evaluate according to our rubric. Folks who qualify, will enter that final round of interviews.
      2. Every state had to submit a plan for ESSA, in order to develop that plan, they were required to have authentic participation from community members. Alanna represented the educational committee.
8. At 6:07 PM Madeline’s call dropped
9. What is the best way to move forward with the Head Admin role? Lane has taken on lots of responsibilities in this first year that were necessary for the schools survival but long term are unfair. We also have seven candidates looking for principal jobs. The longer we wait the more likely they will receive other offers. We should move as quickly as possible. Every applicant has sent at least three different documents that we can start reviewing now. Tom will send by applicant name to the entire GC. Next step will be figuring out the paper screening process. Do we need to start interviews next week? A lot will need to happen before now and then. Lane knows three of the applicants. We have a strong applicant pool. Lane knows one through personal connections and work in Gallup. Another is connected to NISN. The last was interested in SDIS last year but got another opportunity. Is not available again.
10. Madeline rejoined at 6:15 PM
11. Tom is going to send all applicant documents to the GC along with a scoring sheet. Time is of the essence. Tom can send documents provided tonight. He can create the scoring sheet tomorrow. We can give our feedback by Sunday? Sam, Susan, Oliver, Madeline, and Ben say yes. Tom will participate and tally scores. There will be different elements that they will be scored on. Their scores will give us a sense of where they land in relation to each other. A decision will need to be made about who moves on to be interviewed by GC. At least four applicants are in or near town. How many GC members should be present? We can either announce a meeting and have more than three members or have a subcommittee that’s less than three members. We should have the same people available for all interviews throughout the entire process. In the past, we had a group moved to interviews with a small group. Then a more select group (of two or three) went to the entire GC. Having as many GC members participate in interviews as possible makes a lot of sense because this decision is a big deal. Being in person would also be helpful. By Sunday night, Tom should be able to rank-order applicants. How many are local? Three that are previously knows are relatively local (in or around Gallup). The position is open until filled. Susan will be occupied until late next week (7PM). Sam’s schedule is also restricted next week. Evening interviews seem ideal. Ben is especially busy at the beginning of August. Sam is gone the last two weeks of July. Oliver will need to be able to notify his supervisor at least a week in advance. After three PM is preferable. Sam is traveling starting Thursday. We need to move quickly. For the first round of interviews, do we need to have two? Maybe we need to get Tom the feedback earlier. GC will provide feedback by Friday. If we get them to Tom early on Friday, he can order them by Saturday evening. We can contact applicants by Sunday. Could we send the written exercise to the top candidates on Sunday. Then we don’t have to use interview time for them to do the exercise. Tom is thinking about the student scenario. We did that in the past and can give it to them before the interview. We also provided literature about Culturally Responsive education and asked for their reflections. This is a critical time. We need to move as quickly as possible. Could we do two on Tuesday and Wednesday night? Ben and Sam are available. Everyone needs to submit their top four candidates (according to an objective rubric). On the 21st SDIS is hosting a special event for TFA. Oliver is available most likely from Wednesday on. We should have a special meeting on Friday. The GC asks Tom to post the appropriate things to support that meeting. Oliver requests a schedule for next week.
12. Finance Report from Business Manager – Amber Pena (Vigil Group)
    1. Took us over July 1st. Reviews reports provided. Page 1 is the revenue report (all for our last school year). This review is closing out last year. BAR are Budget Adjustment Requests. BARs take money out of one line item and allocate it to a different one. We have funds that are carrying over to next year (available column). Normally we will also have an outstanding purchase order report. We will also have a bank reconciliation report. Amber, did you submit information to the PED that declares that you’re our business manager? Susan will send an email to Amber and the PED requesting direction. Susan sent paperwork to newly added members (needs to be notarized). Will living in Farmington be an issue? No, you just need to meet training and being present at meetings. We ended good, healthy, not in the negative. We will have an audit but the date is unknown. It is the duty of the board to be aware of what is going on with the budget. Operational fund is based on previous years 80 and 120th date/data. If we project 80 students and have more, they will increase funds. If we project 80 and get fewer students, they will decrease funding. We just received approval from the state for our next budget. It would be helpful to have key indicators on a dashboard report.
13. Executive Session
    1. We do not need to enter executive session
    2. Tom recommends we drop this from our regular agenda. Executive session is used to discuss finances and personnel issues.
    3. All GC members through verbal confirmation agree to have it taken off.
14. Action Item
    1. MOU between NISN and SDIS: Establishes expectations for the school. It asks the school to adhere to the NISN commitments and core values. The network will no longer provide financial services. Context: NISN has grown out of The Native American Community Academy. That school leveraged success and popularity to obtain foundation funding. They then used funds from those grants to fund NISN Fellows (our founder is one). Now they provide a number of services through NISN that support our school, including but not limited to curriculum development, data reporting and so on. We exist in this network with several other schools. Provide an opportunity for peer support, peer feedback, and peer learning. MOU is necessary for the grant to awarded. This is a great opportunity for us to continue partnership with them. Is this a one-year commitment? Currently, this MOU suggests NISN will not be charging member schools fees. We have not paid fees to the network and we will not be in the coming year. If that does happen, it would show up in the MOU. Amber’s report shows that the contribution for the network is explicitly defined. With Amber onboard, we will see greater clarity. NISN helped fund the project venture project. Is that a possibility for the coming year? It’s our intent to fund that program in the coming year but the exact source of funding is unclear. NIYLP is so important to the school but everyone is onboard for figuring out funding.
    2. Motion to approve MOU between NISN and SDIS: Susan (Seconded by Sam)
    3. Yes: Ben, Sam, Oliver, Madeline, and Susan
    4. No: None
15. Discussion Items
    1. We will look forward to interviews next week
    2. Motion to close meeting: Same (seconded by Oliver)
    3. Yes: Madeline, Susan, Oliver, Sam, and Ben
    4. No: None
16. Meeting adjourned at 7:39 PM

Paul Agular – follow up from meeting

Dashboard – Month-to-month indicators