

# DRAFT

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL  
GOVERNING COUNCIL MINUTES  
April 10<sup>th</sup>, 2018 7:30pm  
4401 Central Ave NE Building #2 Albuquerque, NM 87108

1. Quorum Call
  - a. Michael called the meeting to order at 7:34pm
  - b. Board Member Quorum Call
    - i. Michael Trujillo – Present
    - ii. Ted Cloak – Present
    - iii. Steve Eiland – Present
    - iv. James Gale – Absent
    - v. Miles Tokunow – Present
    - vi. Carolyn Carlson – Present
    - vii. Malinda Menke – Present
    - viii. Trish Meyer – Absent
    - ix. Marvin Gladstone - Absent
    - x. A quorum is present
    - xi. Excusing Board Members
      1. Ted made a motion to excuse Marvin, Miles and Trish from the meeting
      2. Carolyn seconded the motion
      3. There was no discussion
      4. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Steve Eiland “Abstain”
      5. Motion Passed 4-0 with 1 Abstention
  - c. Staff Present: Jonathan Dooley, Patrick Kelly and Anthony Conforti
  - d. Foundation Members Present: Bill Schuh
  - e. PAC Members Present: None
  - f. Public Present: Steve Davis (Proview Networks) Colleen Gorman (RFK Charter and Quote, Unquote) and various students and parents for the lottery
2. Approval of Agenda
  - a. Malinda made a motion to approve the agenda
  - b. Ted seconded
  - c. There was discussion that the Foundation will report
  - d. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Steve Eiland “Abstain”
  - e. Motion Passed 4-0 with 1 Abstention
3. Approval of Minutes
  - a. Ted made a motion to approve the March 27<sup>th</sup> minutes
  - b. Carolyn seconded

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- c. There was no discussion
  - d. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
  - e. Motion Passed 5-0 with 1 Abstention
4. Committee of the Whole
- a. None
5. Public Comment
- a. Colleen Gorman commented on the City of ABQ RFP for Public Access Television and her vision for it
    - i. She wants any institution that may be awarded to know that it needs to have a community focus and different viewpoints
    - ii. She commented that Quote, Unquote would like to possibly renew any past MOUs that they had with MACCS to help support students and the public access channel
    - iii. Having a public access component at various venues throughout the city
    - iv. Colleen described the changed structure of Quote, Unquote and how she would be excited to work with MACCS
    - v. Mike made a comment that he would like to possibly like to have a future meeting to discuss any partnerships that may happen
  - b. Public Input for 2018-2019 Budget
    - i. No comments were made
  - c. 2018-2019 Student Lottery
    - i. Principal Dooley drew the names of the student applicants for the 2018-2019 school year.
    - ii. Five students were accepted due to them being siblings of current students
    - iii. The remaining 76 students were drawn and accepted for next school year
    - iv. Students will be contacted within the week notifying them of their acceptance and the next steps to complete their enrollment at MACCS
6. Steve Davis from ProView Networks (RFP Partnership Proposal)
- a. Steve gave a brief background of how ProView Networks started and how it started on public access about eight years ago. Due to demand, ProView has become a subcontractor of UPublic for channel 26. ProView has been compliant with all their contract duties and has done it with no funding.
    - i. ProView’s goal is to work with the school on an RFP and take the same platform over to channel 27 and 96 as well.

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- b. Mike made a comment that he would like to create a committee to see if this is a venture that the school can and is able to be a part of. Mike addressed the letter that Marvin drafted asking to place a hold on or postpone the city's deadline to the RFP.
7. Reports
- a. Principal Report
    - i. Student Enrollment
      - 1. Currently 233 with an attendance rate of 99%
      - 2. Recruitment Open Houses
        - a. Final one was this last Saturday and had about 2 dozen more families of which we got 6 student applications
      - 3. Current lottery applications are at 81
        - a. New student requirement is to review our new Curriculum Guide
          - i. Jonathan distributed it to the council
          - ii. Copies will be distributed around the city for recruitment
    - ii. Comprehensive Support & Improvement Grant
      - 1. Priority Schools Bureau Interview – March 26<sup>th</sup>
        - a. A team of six went up to Santa Fe and had a great hour and a half interview
      - 2. Update Regarding Grant Award
        - a. Awaiting from PED, starting to roll out award notifications through the next two weeks
    - iii. ABQ Magazine
      - 1. Attended the launch party for this issue
        - a. Jonathan passed it out
      - 2. How advertisement affects our enrollment
        - a. Feedback from applicants
    - iv. Safe School Plan
      - 1. Has been approved by PED
        - a. Passed with flying colors and had a update just a few items
      - 2. All drills are on the school calendar
        - a. This coming Monday we have an Evacuation Drill
    - v. Classroom Observation & Discipline Referrals Update
      - 1. Jonathan distributed his observation handout
        - a. Steady in Rigor & Engagement results, NM Teach Domains 1 & 4
      - 2. Discipline Referrals – include defiance, disruptions and ditching
        - a. Asking teachers how to fix these and what actually constitutes a referral
    - vi. SBA Science

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1. Excellent Participation
  - a. Every 7<sup>th</sup> and 11<sup>th</sup> grader except for 1 student took test
  - b. PARCC tests are coming up and Jonathan lets parents that inquire how opting out can affect the school
    - i. Not having a high participation rate can have a negative effect on our
- vii. Shakespeare Fest
  1. High-Quality performances
    - a. The buzz is that it was one of the best ones
  2. Multi-media experience
- viii. Parent-Teacher Conferences
  1. Pre-printed enrollment forms, 89% retention rate of current students
    - a. 85% is a good number
  2. Parent attendance for conference was at 80%
    - a. Some parents are still expecting to come
- ix. Trip to Spain
  1. Jessica Mares and some students visited Spain over Spring Break
    - a. She will show a video and pictures at the Gala
- x. Pennies for Patients
  1. Three-week campaign ending April 19<sup>th</sup>
  2. Individual and classroom boxes, winning group gets a pizza party if we raise enough funds
- xi. Advisory Council Luncheon
  1. Creating phone tree to network internships
    - a. Nice gathering of industry professionals, governing council and foundation board
  2. Including core curriculum teachers and students/alumni
- xii. PSAT, SAT and PARCC
  1. MACCS had students take the PSAT and SAT test this past week
    - a. MACCS is now a SAT testing site which helps ensure that our students take this test
- xiii. Upcoming Events
  1. Jonathan previewed the student recruitment at AT&T Charter (closing at the end of the year), upcoming job fair, Gala on the 14<sup>th</sup>, PARCC tests (next week HS, following week MS) and new student registration night on May 3<sup>rd</sup>
    - a. Council asked for reserved seats at Gala, need to email Jonathan if you are attending

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- b. Financial Report
  - i. Pat reported on the finances for March 2018
    - 1. Discussed various funds and their balances
      - a. Approximately \$316K of deposits and \$314K of expenses
    - 2. Reviewed the disbursements and deposits for the month
  - ii. Presentation of Budget Adjustment Requests (BARs)
    - 1. Title II Decrease – Current Allocation
    - 2. Title II Decrease – Carryover
    - 3. Instructional Materials Final Allocation Increase
  - iii. Facility Financing Meeting
    - 1. The NMFA Authority came for our tour of our current facility and the upstairs of the Nob Hill Studios
      - a. Patrick discussed the financing scenarios and how it would affect the school
        - i. NMFA asked for a list of documents that the school and landlord are compiling
  - iv. Budget Update
    - 1. Enrollment Updates
      - a. Average Enrollment for 80<sup>th</sup>/120<sup>th</sup> Day for this school year was about the same as last school year
      - b. Lottery Applicants have gone down 44% over the last 5 years, last year saw a 23% drop, this year is only a 6% drop
        - i. Previous two years saw about 44% of lottery students attending MACCS in the fall.
        - ii. Prior years were around 65%
      - c. Retention Rates increasing
        - i. Next year we should see a record number of students returning to MACCS.
        - ii. 91.35% of current students completed a registration card for next year. This is 190 students.
        - iii. Previous years were 2017 – 83.17% (173); 2016 – 82.32% (163); 2015 – 79.10% (140)
    - 2. Minimum salaries for teachers increased for all license levels, teachers an average of 2.5% raise
      - a. We were already meeting the minimums for Level II and Level III
      - b. Pat distributed a draft of our Level I salary schedule for next year

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- c. Salary increases and raises will cost the school approximately \$38,000 next school year
          - i. Increase in Unit Value is 1.84%, generates about \$44,000 more money
      - 3. Budget will be presented for approval next month
        - a. Pat will distribute presentation from last year for any additions that the board would like to see for this year
    - v. Student Government Updates
      - 1. Prom was on April 7<sup>th</sup> at the Albuquerque Balloon Museum
        - a. Middle School dance was before
        - b. Both dances went really well
    - vi. Approval of Financial Report
      - 1. Ted moved to approve the presented March 2018 financial report
      - 2. Malinda seconded the motion
      - 3. There was no discussion
      - 4. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
      - 5. Motion Passed 5-0 with 1 Abstention
  - c. Media Coordinator Report
    - i. Entering the season of submitting awards and receiving awards
      - 1. 8 Entries into the Experiments and Cinema film festival
        - a. 4 out of 8 will be shown
      - 2. 4 Entries into the Breaking Good contest
      - 3. 1 in each in of two other contests
      - 4. Starting to gather the entries for the Rocky Mountain Film Festival
        - a. May have the most entries we have ever entered
    - ii. Last week Anthony and Trish attended the recent Film Advisory Board Meeting
      - 1. Main focus was the Career Pathways and had a book describing the pathway details
        - a. The state is asking for our help in updating it
      - 2. The whole industry management has changed as the film union president has changed
        - a. Ann Lerner is now leading it
    - iii. Mr. Dolce’s class is doing a forum for governor candidates
      - 1. Not a political talk or debate, it is focusing on government
    - iv. Film Give Back Program
      - 1. Looking at getting a new tri-caster for the studio

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- a. We could use the old one for remote projects
    - b. Possible collaboration with NDI to record their performances
  - d. Foundation Board
    - i. Bill Schuh informed the council that the foundation is rebuilding the board over the next few months and asked the council for any ideas of possible candidates for the board
    - ii. Main focus is to get the name of the school out there more
      - 1. Looking at having a student run film festival
        - a. Possibly the end of April
        - b. Looking for fundraising help
    - iii. New project, Offset web series, to have students help produce web series in above and below the line jobs
      - 1. Idea is comedies that take a fictional character and the story of how they have a day in the real world
- 8. Action Items
  - a. BAR Approval
    - i. Ted made a motion to approve the three presented BARs
    - ii. Miles seconded the motion
    - iii. There was no discussion
    - iv. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
    - v. Motion Passed 5-0 with 1 Abstention
  - b. RFP Proposal from Steve Davis (ProView Networks)
    - i. Mike tabled the action item
    - ii. Suggested that a committee be formed to determine how MACCS participates in and who with for the City’s RFP
      - 1. Mike Trujillo, Steve Eiland, Marvin Gladstone, Jonathan Dooley and Anthony Conforti will make up the committee
- 9. Old Business
  - a. There was discussion regarding next steps for the principal evaluation committee
    - i. Mike, Jim and Malinda are on that committee
    - ii. Evaluation needs to be completed by the end of June
- 10. New Business
  - a. Board training info from PED website will be emailed out
- 11. Adjournment
  - a. Ted moved to adjourn the meeting

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- b. Carolyn seconded the motion
- c. There was no discussion
- d. Roll Call Vote – Ted Cloak “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Mike Trujillo “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
- e. Motion Passed 5-0 with 1 Abstention
- f. Meeting adjourned at 9:25pm