

# DRAFT

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL  
GOVERNING COUNCIL MINUTES  
February 13<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 7:30pm
  - b. Board Member Quorum Call
    - i. Michael Trujillo – Present
    - ii. Ted Cloak – Present
    - iii. Steve Eiland – Present
    - iv. James Gale – Present
      1. Arrived at agenda item #5
    - v. Miles Tokunow – Present
    - vi. Carolyn Carlson – Present
    - vii. Malinda Menke – Present
    - viii. Trish Meyer – Present
    - ix. Marvin Gladstone - Present
    - x. A quorum is present
  - c. Staff Present: Jonathan Dooley, Patrick Kelly, Anthony Conforti and Michael Dolce
  - d. Foundation Members Present: None
  - e. PAC Members Present: Jayme Lopez
  - f. Public Present: Amanda Dimas
2. Approval of Agenda
  - a. Miles made a motion to approve the agenda
  - b. Ted seconded
  - c. There was no discussion
  - d. Roll Call Vote – Trish Meyer “AYE”; Ted Cloak “AYE”; Carolyn Carlson “AYE”; Miles Tokunow “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Steve Eiland “Abstain”
  - e. Motion Passed 6-0 with one abstention
3. Approval of Minutes
  - a. Malinda made a motion to approve the January 9<sup>th</sup> minutes
  - b. Trish seconded
  - c. There was no discussion
  - d. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Michael Trujillo “AYE”; Steve Eiland “Abstain”; Ted Cloak “Abstain”; Carolyn Carlson “Abstain”; Miles Tokunow “Abstain”
  - e. Motion Passed 4-0 with four abstentions
4. Committee of the Whole
  - a. None presented

# DRAFT

5. Public Comment
  - a. Amanda Dimas whose son attends MACCS wanted to address some areas of concern with the school. She discussed how her son has been treated at school. She commented that she has had some bad experiences when visiting her son's classes. She is requesting from the board and the school administration more communication. She would like some guidance on how to remedy this situation. It was suggested by Michael to schedule a meeting with her, school administration, himself and any other board members who wanted to attend. Michael and Miles committed to attending the meeting on Friday at 9am at MACCS.
  
6. Closed Session to discuss appeal of PEC decision on charter renewal
  - a. Executive Session
    - i. Jim made a motion to go into executive session pursuant to NMSA 1978, Section 10-15-1(H)(7) regarding pending or threatened litigation to discuss appeal of PEC decision on the charter renewal and invited Jonathan Dooley and Patrick Kelly in the session. All other staff and public we asked to leave.
      1. Marvin seconded the motion
      2. There was no discussion
      3. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
      4. Motion Passed 7-0 with one abstention
      5. The board entered executive session at 7:40pm
    - ii. The Board came out of Executive Session at 8:29
      1. Michael noted that no votes were taken and the only items discussed were those listed on the agenda.
  
7. Reports
  - a. Principal Report
    - i. Legislative Update
      1. Leah Grover and Jonathan Dooley attended the session one day to visit legislators to ask for capital outlay
      2. Senate Bill 147 – elimination of Small School Size adjustment is progressing and being heard this evening in Senate Finance
    - ii. Charter School Division Renewal Update
      1. Jonathan discussed the February 6<sup>th</sup> meeting with the Charter School Division and PEC members
      2. 2018 Site Visit is this Thursday
        - a. Review of our monitoring tools, classroom visits
    - iii. Comparison School Improvement Grant

# DRAFT

1. School is currently working on this grant which could fund up to \$150K per year for 3 years
  2. Grant is focusing on the conditions we received in the charter renewal
    - a. Boost Graduation Rate
      - i. Summer Boot Camp
      - ii. Credit Recovery
  - iv. Student Enrollment
    1. Currently 244 with an attendance rate of 99%
    2. 30 students currently in lottery (last year we had 50 in mid-March)
    3. Jonathan distributed our recruitment postcard
  - v. New Website
    1. Jonathan showed the new website and discussed the new layout
    2. There was some input from board members regarding the new site
  - vi. Staffing for 2017-2018
    1. Creighton Edington is our new math teacher
    2. Jeannie McDowell is our new Special Education teacher
  - vii. Observation & Discipline Referrals Update
    1. Jonathan distributed his observation handout
    2. Currently visiting our advisory classrooms
    3. School is being consistent with discipline policy
  - viii. National Charter School Week
    1. Week of January 26<sup>th</sup>
    2. Went to an event to film and some students had a dance
    3. Jonathan was on a panel regarding the renewal process
      - a. The panel was high-jacked by some schools that are anxious about the process
  - ix. Media Experiences
    1. Film and Media Day at the Legislature yesterday
    2. Middle School going to KNME for field trip
    3. College Day at CNM
  - x. Spring Semester Annuals
    1. Presentations of Learning are starting
      - a. We need judges
    2. Shakespeare Festival is being prepared for March 15th
  - xi. ABQ Pride OUTstanding School Nomination
    1. Votes can be cast on [www.abqpride.com](http://www.abqpride.com)
    2. There is a Black Tie event on March 3rd
- b. Financial Report
    - i. Pat reported on the finances for January 2018
      1. Discussed various funds and their balances

# DRAFT

- a. Approximately \$337K of deposits and \$238K of expenses
- b. Noted that operational budget balance has gone down due to the recent hire of a math teacher and our new Special Education Teacher
  - i. BARs to be presented to adjust salary and benefit line items
2. Reviewed the disbursements and deposits for the month
- ii. Presentation of Budget Adjustment Requests (BARs)
  1. Lease Assistance Grant Decrease
  2. Operational Increase – 40<sup>th</sup> day adjustment
  3. Operational Transfer – Direct Instruction Staff
- iii. Facility Financing Meeting
  1. Start discussions for Bank of America building
    - a. Looking at financing scenarios
      - i. Interest Rates and Down Payments
    - b. Ongoing costs to occupy
      - i. Approximately \$4,500 per month
        1. May go down if we handle some of our own costs
  2. Keep in mind a probable 20% cut to our Lease Assistance Grant next school year (\$36,000)
- iv. Legislative Appropriation Request
  1. House amendment included \$30,000 project for MACCS
  2. Not sure if this amount will go up if Senate adds any amendments
- v. Capital Projects and Expenditures
  1. New quote to finish upstairs south windows - \$6,338
  2. 4 Chromebooks in Humanities class - \$1,300
- vi. 2018-2019 School Calendar
  1. School presented the proposed meeting to have it approved for open houses and lottery
    - a. The school is looking to align the calendar with APS with as few variations as possible
- vii. Small School Size
  1. Patrick discussed the potential impact to our school budget which would be over \$600,000
  2. Would be a significant (over 30%) cut to our budget
    - a. We would have to restructure our programs significantly
      - i. Large class sizes
      - ii. Reduction in Force
- viii. Approval of Financial Report
  1. Ted moved to approve the presented January 2018 financial report

# DRAFT

2. Jim seconded the motion
  3. There was no discussion
  4. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
  5. Motion Passed 7-0 with one abstention
- c. Media Coordinator Report
- i. Participated in National Charter School Day as dancers and filmed the event.
  - ii. Film and Media Day at the Legislature
    1. Students visited with Mr. Dolce, Mr. Dooley, Mr. Conforti and Carolyn
    2. Students were able to interview a gentleman that testified against the death penalty
  - iii. Give Back Grant Update
    1. We were promised \$25,000 from Dusk ‘til Dawn but we never received it but did receive \$16,000 mostly from Warner Bros.
    2. We should be getting more from future projects
  - iv. PED Art Standards were distributed
    1. Anthony presented on the Business of Media in NM
      - a. How and what we teach and what the jobs are
  - v. Media in Education Conference
    1. Trends in production are changing, people need broader skill sets now because smaller crews are doing productions
    2. Possibility of Albuquerque having a record year for film production
      - a. A lot of jobs opening up in the industry
- d. PAC Report
- i. The PAC is responsible for bettering the experience for our students
    1. Jayme discussed the events that the MACCS PAC has done this year
      - a. Potlucks and Spaghetti Dinner
    2. Upcoming is the Artscrawl and the year-end BBQ
- e. Leadership Council
- i. Michael Dolce discussed how to use the advisory class more effectively
    1. Students have been asked for feedback on what they would like to see in that class
  - ii. Freshman Focus

# DRAFT

1. MACCS has a reputation of being a safe place for students and that has become the number one reason for coming here
  - a. Although that is great to have a safe school, student need to know that we have a high standard of academics here
2. Boot camp will show new students what we are about and what our expectations will be in high school
3. Establish a culture of retention, starting here and graduating
4. CTE Pathways and development of a rubric
  - a. Clear on where students are going in those pathways
  - b. Create some excitement with middle schoolers to stay and complete pathways in high school
- iii. Alignment of Middle and High School schedules
  1. Possibility of having the same or similar bell schedules to help align
  2. Allow some opportunities to teach new classes
8. Action Items
  - a. Charter Renewal Appeal
    - i. Marvin made a motion to continue to prosecute the appeal from the conditions imposed by the PEC on our charter renewal
    - ii. Ted seconded the motion
    - iii. There was no discussion
    - iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
    - v. Motion Passed 7-0 with one abstention
  - b. Ratify Prior Authorization to Patty Matthews
    - i. Marvin made a motion to ratify prior authorization to Patty Matthews to proceed with the appeal from “conditions” imposed by PEC on Charter Renewal
    - ii. Miles seconded the motion
    - iii. There was no discussion
    - iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
    - v. Motion Passed 7-0 with one abstention
  - c. Continued Facility Financing Discussion
    - i. Ted made a motion to approve to authorize continued discussion by Pat Kelly and Marvin Gladstone regarding

# DRAFT

- financing alternatives for proposed expansion facility acquisitions, including those with NMFA and continued negotiations with West Highland, LLC terms and conditions of the proposed acquisition
- ii. Jim seconded the motion
- iii. There was no discussion
- iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
- v. Motion Passed 7-0 with one abstention
- d. BAR Approval
  - i. Miles made a motion to approve the three presented BARs
  - ii. Trish seconded the motion
  - iii. There was no discussion
  - iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
  - v. Motion Passed 7-0 with one abstention
- e. 2018-2019 School Calendar
  - i. Miles made a motion to approve the 2018-2019 School Calendar
  - ii. Carolyn seconded the motion
  - iii. There was no discussion
  - iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”
  - v. Motion Passed 7-0 with one abstention
- 9. Old Business
  - a. There
- 10. New Business
  - a. There was discussion regarding board training requirements and what trainings are coming up. Steve Eiland was provided a copy of new board member training that is in March
- 11. Adjournment
  - a. Trish moved to adjourn the meeting
  - b. Jim seconded the motion
  - c. There was no discussion
  - d. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Jim Gale “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”; Steve Eiland “Abstain”

# DRAFT

- e. Motion Passed 7-0 with one abstention
- f. Meeting adjourned at 9:29pm