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MEDIA ARTS COLLABORATIVE CHARTER SCHOOL
GOVERNING COUNCIL MINUTES
July 10th, 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. Carolyn Carlson – Present
 - v. Malinda Menke – Absent (excused)
 - vi. Trish Meyer – Present
 - vii. A quorum is present
 - viii. Excusing Board Members
 1. Trish made a motion to excuse Malinda from the meeting
 2. Carolyn seconded the motion
 3. There was no discussion
 4. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 5. Motion Passed 4 to 0 with 1 abstention
 - c. Staff Present: Jonathan Dooley, Patrick Kelly and Anthony Conforti
 - d. Foundation Members Present: None
 - e. PAC Members Present: None
 - f. Public Present: Donna Williams, Patti Gladstone and Marvin Gladstone
2. Approval of Agenda
 - a. Carolyn made a motion to approve the agenda
 - b. Trish seconded
 - c. There was no discussion
 - d. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - e. Motion Passed 4 to 0 with 1 abstention
3. Approval of Minutes
 - a. Carolyn made a motion to approve the June 26th minutes
 - b. Trish seconded
 - c. There was no discussion
 - d. Roll Call Vote – Ted Cloak “Abstain”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - e. Motion Passed 3 to 0 with 2 abstentions

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4. Committee of the Whole
 - a. Nothing was presented

5. Public Comment
 - a. Donna Williams was presented as a possible candidate for the board. She distributed her resume with letter of interest and discussed her experience and knowledge that will help the board. The council asked her questions and had her comments.
 - b. Marvin Gladstone made comments in regards to his resignation and how while he was still a member attended our contract negotiations with the PEC, it was told to the school that they needed to designate a specific number (not a range) of board members each year. There was discussion on this new

6. Reports
 - a. Principal Report
 - i. Enrollment and Staffing Update
 1. 266 anticipated students
 - a. 288 if everyone returns a packet
 2. Fully staffed for next year
 - a. Jonathan discussed the new staff members and the new Student Intervention Specialist position
 - ii. New Student Meet & Greets
 1. 97% participation of new families
 - a. Fun to find the dreams and expectations of the students
 2. Ensures the students and family know of our media arts focus
 - iii. Freshman Boot Camp
 1. Planning started yesterday focused on Career Pathway Media Projects and Math fundamentals
 - a. About the "MACCS Way"
 2. T-Shirts, Team Building, Potluck
 - iv. Parent and Student Handbook Review
 1. Jonathan emailed the council prior to the meeting with the updated version of the handbook
 2. Consistent with our Early Warning System process and streamlined the processes
 3. Jonathan reviewed the changes in the following areas
 - a. Attendance Policy
 - b. Visitations
 - c. Dress Code
 - d. Student Rights
 - e. Grievance
 - f. Discipline
 - g. Special Education

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- v. Policies and Procedures
 - 1. IDEA-B Requirement
 - a. The council was emailed the policies and procedures for their review
 - b. Jonathan presented them and summarized what each chapter contained and discussion followed
 - 2. Corrective Action Plan Training in the fall
- vi. NM Teach Calibration Training
 - 1. Results pending (needs a 90% to get a certificate)
 - 2. 2018-2019 Focus for our teachers is Domains 1 & 4
 - a. Preparation and whole community involvement
- vii. Principals Pursuing Excellence
 - 1. The focus is on our CSI grant and the 90 day plan
 - 2. Mentoring
 - a. There were 5 principals from charter school
 - i. It was discussed that they don't have the upper administration support like districts do
 - ii. They requested support from someone who understands this
- viii. Air Force Research Lab Maker Space
 - 1. We had four teachers attend training in June
 - 2. We will have laptops and a 3-D printer donated by the AFRL
 - 3. Looking to use Title IV funds to expand robotics into math
- ix. SREB High Schools that Work Conference
 - 1. Jonathan will be attending the SREB conference later this week
 - a. Even though our 3 year grant ended this past year, Jonathan wants to continue our relationship with SREB
 - b. SREB helped us with our Career Pathways and will help us in the CSI grant initiatives
 - 2. Jonathan will be attending sessions to help increase our graduation rate and helping students that are in the lowest performing quartile
- x. New Charter Contract
 - 1. Jonathan presented a PowerPoint on the makeup of the Performance Framework
 - a. Indicator 1 – School Grade – 65%
 - b. Indicator 2 – Subgroup Performance – 25%
 - c. Indicator 3 – Mission-Specific Goals – 10%
 - i. Jonathan discussed in detail what he was presenting to the PEC and PEC next Tuesday for our new goals

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- ii. He presented how they differ from our past goals
- xi. Upcoming events
 - 1. Jonathan discussed the SREB Conference, Boot Camp and Results, Beginning of Year Professional Development and the Mid School Jump Start
- b. Financial Report
 - i. Pat reported on the finances for June 2018
 - 1. Discussed various funds and their balances
 - a. Approximately \$338K of deposits and \$325K of expenses
 - 2. Reviewed the disbursements and deposits for the month
 - 3. July payroll for teachers is on this report as those payments have to be expensed prior to June 30th
 - 4. Operational Carryover is projected to be higher than budgeted by approximately \$14,000
 - ii. Presentation of Budget Adjustment Requests (BARs)
 - 1. IDEA-B Initial Budget - \$61,533
 - 2. CSI Grant Initial Budget - \$166,035
 - 3. Operational Carryover Increase - \$14,233
 - iii. CSI Grant
 - 1. Pat explained the budget for the CSI grant and what initiatives that it will be used for. He also explained how the goal of the grant was to increase enrollment so that these initiatives can continue after the 3 year grant expires
 - iv. Facility Projects
 - 1. Carpeting the Portables ~\$4,600
 - 2. Security Doors ~\$8,000
 - a. Possible state funding for additional security projects during the school year
 - 3. Wall for counselor ~\$4,000
 - v. Outstanding Lunch Bills
 - 1. Currently have over \$4,500 in outstanding lunch bills from 2017-2018 school year.
 - 2. 10 families owe over \$100 and 4 of them are not returning next year
 - 3. Will work with our food vendor to discuss various actions to make our lunch program more sustainable and not such an obligation on operational funds
 - vi. 2018-2019 Lease Assistance Grant
 - 1. PSCOC has postponed their vote on the grant until their August meeting

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2. Coalition is advocating for charter schools and against the 20% cut in funding
 - vii. Approval of Financial Report
 1. Ted moved to approve the presented June 2018 financial report
 2. Carolyn seconded the motion
 3. There was no discussion
 4. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 5. Motion Passed 4 to 0 with 1 Abstention
 - c. Media Coordinator Report
 - i. There has been a lot of clean up in our Studio
 1. New paint and cleaned carpets
 - ii. Nine entries were submitted to the Rocky Mountain Emmys into multiple categories
 1. It was our most ever and we may want to look at students attending the awards show
 - a. Entry fee is \$25 and there are workshops for the students
 2. Anthony discussed the details of the entries and awards and how we submitted some middle school projects
 - iii. Carolyn and Anthony have been pushing forward with the PBS Student Labs and filed an application for it
 1. Goal is to get some kids work on the PBS show
 - iv. Looking into collaborative projects with other schools around the nation or world
7. Action Items
 - a. BARs
 - i. Carolyn made a motion to approve the three BARs
 1. IDEA-B Initial Budget - \$61,533
 2. CSI Grant Initial Budget - \$166,035
 3. Operational Carryover Increase - \$14,233
 - ii. Trish seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - v. Motion Passed 4 to 0 with 1 abstention
 - b. IDEA-B Policies and Procedures
 - i. Ted made a motion to approve the IDEA-B Policies and Procedures
 - ii. Trish seconded
 - iii. There was no discussion

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- iv. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
- v. Motion Passed 4 to 0 with 1 abstention
- c. 2018-2019 Parent Student Handbook
 - i. Carolyn made a motion to approve 2018-2019 Parent Student Handbook
 - ii. Trish seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - v. Motion Passed 4 to 0 with 1 abstention
- d. Board Resignations
 - i. No motion was presented at the resignations were accepted at the June 26th, 2018 meeting
- e. Annual Board Form
 - i. Item was tabled until the August 4th meeting prior to the board retreat
- f. By-Law Amendment
 - i. Item was tabled until the August 4th meeting prior to the board retreat
- g. Governance Council Elections
 - i. Ted made a motion to re-elect Mike Trujillo as Council President
 - 1. Trish seconded
 - 2. Mike accepted the nomination and would like to create a succession plan for the position
 - 3. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - 4. Motion Passed 4 to 0 with 1 abstention
 - ii. Trish made a motion to elect Malinda Menke as Council Vice-President
 - 1. Ted seconded
 - 2. It was discussed this would be pending Malinda’s acceptance of the nomination
 - 3. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - 4. Motion Passed 4 to 0 with 1 abstention
 - iii. Ted made a motion to re-elect Carolyn as Council Secretary
 - 1. Trish seconded
 - 2. Carolyn accepted the nomination
 - 3. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - 4. Motion Passed 4 to 0 with 1 abstention

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- iv. Carolyn made a motion to re-elect Ted Cloak as Council Treasurer
 - 1. Trish seconded
 - 2. Ted accepted the nomination
 - 3. Roll Call Vote – Ted Cloak “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - 4. Motion Passed 4 to 0 with 1 abstention

- 8. Old Business
 - a. Board Retreat
 - i. Scheduled for Saturday August 4th at Bachechi Center (TBD)
 - 1. 9:30am Board Meeting
 - 2. Retreat 10:00am until 12:00pm
 - a. Invite Foundation Board, PAC, School Administration, Leadership Council and Internship Coordinator

- 9. New Business
 - a. None

- 10. Adjournment
 - a. Ted made a motion to adjourn
 - b. Carolyn seconded
 - c. There was no discussion
 - d. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Steven Eiland “Abstain”
 - e. Motion Passed 4 to 0 with 1 abstention
 - f. Meeting adjourned at 9:05pm