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MEDIA ARTS COLLABORATIVE CHARTER SCHOOL
GOVERNING COUNCIL MINUTES
March 13th, 2018 7:30pm
4401 Central Ave NE Building #2 Albuquerque, NM 87108

1. Quorum Call
 - a. Michael called the meeting to order at 7:32pm
 - b. Board Member Quorum Call
 - i. Michael Trujillo – Present
 - ii. Ted Cloak – Present
 - iii. Steve Eiland – Absent
 - iv. James Gale – Absent
 - 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
 - xi. Excusing Board Members
 1. Miles made a motion to excuse Jim and Steve from the meeting
 2. Marvin seconded the motion
 3. There was no discussion
 4. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”
 5. Motion Passed 6-0
 - c. Staff Present: Jonathan Dooley, Patrick Kelly, Anthony Conforti and Alicia Faulds
 - d. Foundation Members Present: None
 - e. PAC Members Present: Claudia Zamora
 - f. Public Present: None
2. Approval of Agenda
 - a. Malinda made a motion to approve the agenda
 - b. Carolyn seconded
 - c. There was no discussion
 - d. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”
 - e. Motion Passed 6-0
3. Approval of Minutes
 - a. Ted made a motion to approve the February 13th minutes
 - b. Miles seconded

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- c. There was no discussion
 - d. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”
 - e. Motion Passed 6-0
4. Committee of the Whole
- a. None
5. Public Comment
- a. None
6. Reports
- a. Principal Report
 - i. Student Enrollment
 - 1. Currently 234 with an attendance rate of 99%
 - 2. March Recruitment Open Houses
 - a. Next Wednesday focus on CTE courses at 5:30
 - b. April 7th Open House
 - 3. Jonathan distributed our recruitment postcard
 - 4. Current lottery applications are at 48
 - ii. Current Staffing for 2017-2018
 - 1. Rose Burton is our new Food Service Coordinator as Skyla Bair left
 - 2. Jeannie McDowell is our new Special Education teacher
 - iii. Observation & Discipline Referrals Update
 - 1. Jonathan distributed his observation handout
 - 2. Currently visiting our advisory classrooms
 - iv. Mid School Fridays for Instructional Hours
 - 1. Need to make up 12 hours
 - a. Was discovered as we were building the 18-19 school calendar
 - 2. Effect on the 2018-2019 Class Bell Schedule
 - v. Mid School Students Visit KNME
 - 1. MS Honor Roll Students got to visit and Jonathan showed a video for it
 - 2. Future Mentorships and Internships
 - vi. Charter School Division Renewal Update
 - 1. Meeting regarding new Performance Frameworks
 - a. March 7th meeting was organized by the NM Coalition of Charter Schools
 - b. More weight is being emphasized on the school report card
 - 2. Hearing on the Appeal with PEC is on Friday, March 30
 - vii. Charter School Division Site Visit
 - 1. Was on February 15th and the results were very positive

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2. Jonathan went over the items that we need to correct and need to upload the required documents
 - a. AP Program Language
 - i. Alicia Faulds, School Counselor, discussed the AP program language that is in our current contract. Alicia gave a history of what the AP program and how that has evolved into most likely one of the most robust dual-credit programs in the state and how that actually benefits our students more. Since we are so small, it makes it hard to offer AP courses for just a small amount of students; we are able to offer a large variety of college credit options via our dual credit agreements with UNM and CNM. These dual credit classes show alignment with standards between high school courses and the college level classes. Alicia presented historical data of AP and Dual Credit classes since our 2nd year (09-10) and the students pass rate giving them college credit. The data shows a much higher success rate with the dual credit classes and a 100% AP test pass rate even when we don't offer AP classes.
 - ii. Ted asked the history of AP and why student would take AP classes. Alicia discussed the requirements of the classes and how the test works, and how a student may or may not pass the test to receive college credit.
 - iii. Trish made a comment that our Dual-Credit program would be a great marketing tool to attract new students. There was discussion regarding specific questions about the software we are teaching and how we are using our Advisory Board (industry partners) to help guide our media curriculum. Trish volunteered to be the official liaison for this Advisory Board.
 - iv. Carolyn asked if there was a correlation between students vibrantly participating in dual-credit program and finishing high school and if there is a negative effect on

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- our graduation rate. Alicia commented that most students that participate are finishing school and are more prepared for and successful in college.
 - v. Miles suggested that we add the “and/or” language to our AP offering. There was a consensus from the board to add that language.
 - b. Jonathan discussed the other items that were needed to remedy from the site visit report
 - viii. Comprehensive Support and Improvement (CSI) Grant
 - 1. Submitted February 26th and are asking for a little over \$300,000 over the next 3 years
 - 2. Should know if we received the grant by end of March
 - 3. Main part of the grant was creating a new position of Student Intervention Specialist (SIS)
 - ix. Meetings Regarding CSI Schools
 - 1. HS Redesign Partnership (HSRP) which is a collaborative effort between the PED Priority Schools Bureau (PSB), College and Career Readiness Bureau (CCRB) and Johns Hopkins University
 - a. Meeting on March 26th to interview to see if we could be a pilot school for this program and could see additional funding
 - 2. Principals Pursuing Excellence (PPE)
 - a. It is a cohort of principal support
 - x. ABQ Pride OUTstanding School Nomination
 - 1. There was a Black Tie event on March 3rd
 - a. Lost to UNM, but we received the largest applause
 - 2. ABQ the Magazine Advertisement
 - a. Education edition in April
 - xi. TruKids1 in Taos
 - 1. Media outreach to Taos schools
 - a. Jonathan has been helping
 - 2. Focus on data and evidence
 - xii. Upcoming Events
 - 1. Jonathan previewed the SBA Science test, Walkout rumors, Shakespeare Festival, Parent/Teacher conferences, Spring Break, Spain Trip, Pennies for Patients and Daedalus Daily (school newspaper)
- b. Leadership Council Report
 - i. Alicia reported that we are using rubric to evaluate our CTE program and classes. We are using it to see how we can

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improve and refine what we are doing within our elective classes

- c. Financial Report
 - i. Pat reported on the finances for February 2018
 - 1. Discussed various funds and their balances
 - a. Approximately \$230K of deposits and \$208K of expenses
 - 2. Reviewed the disbursements and deposits for the month
 - ii. Presentation of Budget Adjustment Requests (BARs)
 - 1. Operational Increase – NM Film Office Give Back
 - 2. Operational Maintenance
 - 3. School Improvement Maintenance
 - 4. HS That Work Maintenance
 - iii. FY2017 Audit Update
 - 1. Has been released by the State Auditor and we may now discuss it in an open meeting
 - a. Financial Statements will be emailed to the board and posted on website
 - b. Audit Finding response
 - i. One finding regarding purchase orders being issued after expenditure
 - ii. Pat discussed the steps completed to help prevent this from occurring in the future
 - 1. Discussed the Audit Corrective Action Plan (CAP)
 - iv. Chief Procurement Officer Update
 - 1. Pat stated that he passed his recertification courses back in February
 - a. Good for two years and needs to be reported by January 1st of every year
 - b. Registration has been received by NM Purchasing Department and screen shot will be uploaded for CSD
 - v. Facility Financing Meeting
 - 1. Jerry had a good talk with a new person for Bank of America to get the letter that will allow us to proceed with purchasing the north half of building
 - 2. Pat distributed a worksheet on financing scenarios
 - a. Scenarios include various Interest Rates and term in years
 - 3. Jerry would like to schedule a meeting with Marvin and school administration once he gets the letter from the bank
 - vi. Legislative Appropriation Requests

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1. MACCS received \$30,000 to plan, design, purchase, construct, renovate and equip a film and television studio space, including classrooms and office space, at the Media Arts collaborative charter school in Albuquerque in Bernalillo county
2. Possible use would be to replace computers in Animation Lab
- vii. Budget Update
 1. Language in the budget bill (HB-2) that could be interpreted to eliminate Small School Size Adjustment was vetoed by governor
 2. Minimum salaries for teachers increased for all license levels, teachers 2.5% raise, minimum 2.0% raises for all other staff
 3. Budget workshop is April 4th-6th at Hotel Albuquerque
 - a. Please let Pat know by March 19th if you would like to attend
 - b. Mike requested that Pat send a reminder email to board members
- viii. Student Government Updates
 1. Yearbook is coming up
 - a. Need a board picture
 2. Prom is on April 7th at the Albuquerque Balloon Museum
 - a. Middle School is having their year-end dance before prom
- ix. Approval of Financial Report
 1. Ted moved to approve the presented February 2018 financial report
 2. Miles seconded the motion
 3. There was no discussion
 4. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”
 5. Motion Passed 6-0
- d. Media Coordinator Report
 - i. NMFO Give Back Program has received almost \$23,000
 1. Anthony give a lot of credit to the NM Film Office for helping us through this process
 - ii. A lot of student project are coming up to deadlines
 1. Breaking Good project and SW Women’s Law Center
 - a. MeToo projects for National BAR conference
 - iii. National News Bureau
 1. Company is looking at MACCS to help out with creating a bureau here in Albuquerque

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2. Possible internships and/or mentorships
- iv. Carolyn presented how MACCS, BCSO and the Alibi are collaborating on a project
 1. Some sheriff deputies came for a video project last week
 2. There will be a piece in the Alibi regarding this project
 3. Field trip to a substation to get some interviews and footage
 4. There will be a ride-a-long and film footage
 5. Possible collaboration with the new US Marshall in NM to work with the students on a different project
 6. Carolyn commented that the MACCS students were great and very professional.
- v. Carolyn presented that KNME is looking for a student reporting lab for PBS
 1. She did a video conference with the director to talk about the program and that it is definitely worth looking at
- vi. Carolyn gave an interview with ABQ Street News and there may be a possible internship opportunity
- e. PAC Report
 - i. Claudia Zamora reported that the Amore Potluck went very well in February
 - ii. Looking for another fundraiser
- f. Foundation Board
 - i. No report was presented
- g. Internship Coordinator
 - i. No report was presented
7. Action Items
 - a. BAR Approval
 - i. Ted made a motion to approve the four presented BARs
 - ii. Marvin seconded the motion
 - iii. There was no discussion
 - iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow
 - v. Motion Passed 6-0
 - b. FY2017 Audit Corrective Action Plan
 - i. Carolyn made a motion to approve the FY2017 Audit CAP
 - ii. Malinda seconded the motion
 - iii. There was no discussion

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- iv. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow “AYE”
 - v. Motion Passed 6-0
8. Old Business
- a. There was discussion regarding who was on the principal evaluation committee
 - i. Mike believed that Mike, Jim and Malinda are on that committee
 - ii. Evaluation needs to be completed by the end of June
9. New Business
- a. There was discussion on selecting a possible new time and/or day to hold board meetings
10. Adjournment
- a. Marvin moved to adjourn the meeting
 - b. Trish seconded the motion
 - c. There was no discussion
 - d. Roll Call Vote – Trish Meyer “AYE”; Malinda Menke “AYE”; Marvin Gladstone “AYE”; Carolyn Carlson “AYE”; Ted Cloak “AYE”; Miles Tokunow
 - e. Motion Passed 6-0
 - f. Meeting adjourned at 9:30pm