

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL
GOVERNING COUNCIL MINUTES
November 13th, 2018, 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 – Absent
 - iii. Steve Eiland – Present
 - iv. Carolyn Carlson – Present
 - v. Malinda Menke – Present
 - vi. Trish Meyer – Present
 - vii. Donna Williams - Present
 - viii. A quorum is present
 - c. Staff Present: Jonathan Dooley, Patrick Kelly, Anthony Conforti, Allie Coleman (Internship Coordinator) and Michael Dolce (Leadership Council)
 - d. Foundation Members Present: None
 - e. PAC Members Present: None
 - f. Public Present: None

2. Approval of Agenda
 - a. Carolyn made a motion to approve the agenda
 - b. Malinda seconded
 - c. There was no discussion
 - d. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Donna Williams “AYE”; Stephen Eiland “Abstain”
 - e. Motion Passed 5 to 0 with 1 abstention

3. Approval of Minutes
 - a. October 9th Minutes
 - i. Malinda made a motion to approve the October 9th minutes
 - ii. Donna seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Donna Williams “AYE”; Stephen Eiland “Abstain”
 - v. Motion Passed 5 to 0 with 1 abstention

4. Committee of the Whole
 - a. None

5. Public Comment
 - a. No Comment

6. Reports
 - a. Principal Report
 - i. Current Enrollment and Attendance Update
 1. Currently 251 students
 - a. We had 7 more students on 40th day than we did last year
 2. 97% Attendance Rate
 - a. Dan Frampton, our Attendance Coach, has been making phone calls and sending letters to the families that have has attendance issues
 - ii. Department Meeting Update
 1. CTE (Career Technical Ed)
 - a. Student artwork is currently showing at O'Neil's for our 9th Annual Art Show
 2. Humanities (English and History)
 - a. Have been working on project based learning projects, college essays and we have a mural from our Leadership class on the corner of Central and 7th.
 3. Middle School
 - a. They have been visiting the Storehouse as their community involvement project
 - b. Mr. Dolce class has been doing a project through Global Pen Pals
 - c. Science Fair projects have started
 - d. Discussed how to better transition our 8th graders to our high school and retain more of them
 4. STEM (Science, Technology, Engineering and Math)
 - a. Super Computing Challenge has taken place
 - b. Students competed in the BEST Robotics challenge at NM State University
 - c. Science Fair Projects have started
 5. Special Education
 - a. Upcoming training at Newton's Cradle for the whole department
 - b. Mr. Meeker has organized a Veteran's Day Project
 - iii. COMI Walkthroughs
 1. Jonathan presented to the board how the teachers are progressing in his observations and the process for them

- a. Teachers have been working on procedures and routines for the students
 - 2. Teachers are gathering their evidence for domains one and four either in notebooks or electronically
 - iv. Discipline Referrals
 - 1. Our ditching and defiance referrals have been down
 - 2. Classroom disruptions and electronic use is up
 - v. Media Literacy Week
 - 1. Mrs. Strader organized Media Literacy Week here at MACCS
 - 2. Student videos were presented and students created media posters
 - vi. NM Coalition Conference
 - 1. Jonathan attended the session regarding legislative capital outlay
 - 2. We should schedule a legislative event at MACCS
 - vii. Comprehensive School Improvement (CSI) Grant
 - 1. Uploaded our progress for our 60 Day report
 - a. EWS, Tutoring and Student Intervention GoogleDocs were uploaded
 - b. PED site visit for grant is on November 16th
 - viii. Work-Based Learning Initiative Grant
 - 1. MACCS has been approved to receive up to \$59,225 for three years to build our internship program
 - 2. Advisory Council Meeting
 - a. Scheduled for Friday, December 7th 2:30-4:30pm
 - b. Will advertise a work session in the event that 4 or more board members wish to attend
 - ix. SREB Visit
 - 1. Clara Clark visited last week and worked closely with our math teachers
 - 2. Jonathan has been asked to present at the annual HSTW Conference in July with school culture as the topic
 - x. Internship and Animation Meetings
 - 1. Carolyn and Trish met with Ms. Coleman and Jonathan to discuss how the programs are going and the support that may be needed
 - xi. National Honor Society
 - 1. MACCS has been approved for a high school National Honor Society program
 - 2. Will eventually replace the Student Government since it has the same mission and goals
- b. Financial Report
- i. Pat reported on the finances for October 2018
 - 1. Discussed various funds and their balances

- a. Approximately \$206K of deposits and \$263K of expenses
 - 2. Reviewed the disbursements and deposits for the month
 - 3. Growth Units
 - a. Compare last year's 40th day to this year's
 - b. We had 7 more kids, approximately \$42,000 in grown revenue
 - 4. Training and Experience Calculation
 - a. T&E conversion to TCI has no big difference for our current staff here
 - b. 4 year phase in to the funding formula that only includes classroom teachers and their years of experience and license level
 - i. No longer will include their degree(s)
- ii. Presentation of Budget Adjustment Requests (BARs)
 - 1. Pat presented four BARs for approval
 - a. Title IV \$10,000
 - b. Lease Assistance \$178,519
 - c. Operational Maintenance \$0
 - d. Operational Transfer \$0
- iii. Facility Projects
 - 1. Pat discussed the upcoming projects that we are currently obtaining quotes for or proceeding with
 - a. AC Compressor Breakdown
 - i. Still awaiting quote from Travers Mechanical for a possible newer technology system to replace old system
 - b. Handicap Access to Classroom and Restroom
 - i. Project completed and is working
 - 2. Capital Outlay Asks
 - a. Building Down Payment
 - i. Need approximately \$300K to complete building purchase
 - b. Classroom Technology
 - i. Animation Studio computers
 - c. HVAC Upgrades
 - i. Mr. Conforti's class is making a video for our legislators
- iv. Facility Masterplan Update
 - 1. Pat presented the current version of our five year facility masterplan
 - 2. It was determined that board members will email Pat if they are willing to help modify it to our current needs and expectations

- a. Comments will be due to Pat by the end of the week of November 26th.
 - v. Approval of Financial Report
 - 1. Trish made a motion to approve the October 2018 Financial Report
 - 2. Carolyn seconded
 - 3. There was no discussion
 - 4. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Donna Williams “AYE”; Stephen Eiland “Abstain”
 - 5. Motion Passed 5 to 0 with 1 abstention
- c. Media Coordinator Report
 - i. Participated in the planning meeting for the PED Art Education Conference with Cultural Affairs
 - 1. Why is Art and Media Education in the schools important?
 - 2. Vicki Breen will be facilitating and visiting our school
 - 3. MACCS is the posterchild for this initiative
 - ii. Annual Film Office Conference
 - 1. This upcoming weekend
 - iii. School Stories
 - 1. On the Maker Space and the creation of it
 - 2. Media Literacy – Generation Justice
 - a. With social justice theme
 - 3. Legislative Requests
 - iv. Tri-Caster Update
 - 1. New equipment is great and is generations ahead of the old one
 - a. Dealing with a technology learning curve
 - 2. New Technologies
 - a. Network Streaming – anyone that can log in online we can stream
 - b. Look at doing remote shoots with old tri-caster
 - i. Working with Pro-View Networks and student internships
 - ii. Look at the 480 Union to see if the students can get union hours
- d. Leadership Council Report
 - i. There was discussion around recruiting our middle school students for high school
 - 1. Possible shadow days where an 8th graders partners with a high schooler for a day
 - 2. Mentoring program is part of our CSI Grant
 - ii. Teacher Peer Observations

1. Two observations are part of contract
 2. Teachers work together to help each other improve teaching techniques
 - a. Teachers were worried that Jonathan will see results
 - b. Jonathan developed a form to show that they did the observation
 - c. Short notes Comey; corrective action plan came from Special Education lawyer for classroom inventory
 - iii. EWS System
 1. Records progress, interventions, discipline, etc.
 2. Some teachers are using it well
 - a. Some are not, so we had a training last Friday how to use it better
 3. It will help with the accountability for CSI grant and our CSD site visits
 4. There was discussion regarding the reasoning and importance of this
 - iv. Leadership Council will take more of a leadership role to help their colleagues with EWS systems and other internal processes
 - e. Internship Coordinator
 - i. Allie Coleman reported on how the internship program is progressing
 1. Five more students have been added to the program
 2. Visiting Popejoy to review one of the internships to make sure that our program requirements are being met
 3. She commented how fun it is to see our kids get more professional in that environment
 - a. Michael commented that his two leads could not be done due to age restrictions but that he is pursuing other leads
 - b. Trish mentioned other opportunities and there was discussion regarding them
7. Action Items
- a. BARs
 - i. Trish made a motion to approve the four BARs
 1. Title IV Initial Budget - \$10,000
 2. Lease Assistance Grant - \$178,519
 3. Operational Maintenance - \$0
 4. Operational Transfer - \$0
 - ii. Malinda seconded

- iii. There was no discussion
 - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Donna Williams “AYE”; Stephen Eiland “Abstain”
 - v. Motion Passed 5 to 0 with 1 abstention
 - b. Prohibition on Aiding and Abetting Sexual Abuse
 - i. Malinda made a motion to approve the presented policy on the prohibition on aiding and abetting sexual abuse
 - ii. Carolyn seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Donna Williams “AYE”; Stephen Eiland “Abstain”
 - v. Motion Passed 5 to 0 with 1 abstention
- 8. Old Business
 - a. Legislative Training
 - i. The upcoming legislative session was discussed with key dates and possible lobbying strategies by our council members, staff and parents
 - ii. It was discussed to possibly have Richard Romero attend a future meeting to discuss the services that he could provide
 - b. Facility Committee
 - i. As discussed in the financial report, board members will assist Jonathan and Pat in completing our five year facility master plan due to PSFA in December
- 9. New Business
 - a. Trish and Jonathan shared how their meeting went with Mr. Salway regarding the animation curriculum and software
- 10. Adjournment
 - a. Agenda complete
 - b. Meeting adjourned at 9:17pm