

# DRAFT

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL  
GOVERNING COUNCIL MINUTES  
April 12<sup>th</sup>, 2022 10:00am  
Virtual Meeting via Zoom Platform

1. Quorum Call
  - a. Mike called the meeting to order at 10:02am
  - b. Board Member Quorum Call
    - i. Michael Trujillo – Present
    - ii. Carolyn Carlson – Present
    - iii. Malinda Menke – Present
    - iv. Channing Concho – Present
    - v. Faith Toledo – Present
    - vi. A quorum is present
  - c. Staff Present: Jonathan Dooley and Patrick Kelly
  - d. Foundation Members Present: None
  - e. PAC Members Present: None
  - f. Public Present: Multiple parents/family for the lottery
  
2. Approval of Agenda
  - a. Malinda made a motion to approve the agenda
  - b. Channing seconded
  - c. There was no discussion
  - d. Roll Call Vote –Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
  - e. Motion Passed 5-0
  
3. Approval of Minutes
  - a. March 8<sup>th</sup>, 2022 Minutes
    - i. Carolyn made a motion to approve the March 8<sup>th</sup>, 2022 minutes
    - ii. Malinda seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “Abstain”
    - v. Motion Passed 5-0
  - b. March 22<sup>nd</sup>, 2022 Minutes
    - i. Channing made a motion to approve the March 22<sup>nd</sup>, 2022 minutes
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote –Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “Abstain”; Channing Concho “AYE”; Faith Toledo “AYE”
    - v. Motion Passed 4-0 with one abstention

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4. Maximum Grade Level Approval for Lottery
  - a. Channing made a motion to approve 108 total spots for Middle School, of which 63 are available for today's lottery, 30 spots for each high school grade level, 9th-12th, which allows for 7 open spots for 9th, 3 open spots for 10th, 6 open spots for 11th and 10 open spots for 12th grade for today's lottery.
  - b. Malinda seconded
  - c. There was no discussion
  - d. Roll Call Vote – Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
  - e. Motion Passed 5-0
  
5. 2022-2023 Student Lottery
  - a. Middle School
    - i. Jonathan noted that there are more spots open than there are applicants, thus, all applicants for grades 6 through 8 are accepted to the school
    - ii. Jonathan read the names of the middle school students that were in the lottery
  - b. High School
    - i. 9<sup>th</sup> Grade – 10 spots open for 15 applicants
      1. Jonathan drew names from a hat and listed the first 10 as accepted into the school and the last 5 in the order they were drawn were on the waiting list
    - ii. 10<sup>th</sup> Grade – 3 spots for 4 applicants
      1. Jonathan drew names from a hat and listed the first 3 as accepted with the remaining name being on the waitlist
    - iii. 11<sup>th</sup> Grade – 6 spots for 5 applicants
      1. Jonathan drew names from a hat and list the 5 applicants as accepted into the school
    - iv. 12<sup>th</sup> Grade – 0 applicants
  - c. Approval of Lottery
    - i. Carolyn made a motion to approve the 2022-2023 student lottery
    - ii. Channing seconded
    - iii. There was no discussion
    - iv. Roll Call Vote - Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “Abstain”
    - v. Motion Passed 5-0
  
6. Committee of the Whole
  - a. No comments
  
7. Public Comment

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a. No comments

## 8. Reports

### a. Principal Report

- i. Jonathan showed a few student PSA projects from that last month along with some photography about how NM has changed, visual journals, board game inventions and photos from recent activities
- ii. Enrollment Update
  1. 180 –down 4 from last month
  2. 97% Attendance Rate
  3. New Applicants
    - a. 24 new applicants for the lottery
    - b. Found out about NMAMA from:
      - i. Friend – 6
      - ii. Internet Search – 8
      - iii. Mailing – 5
      - iv. Media Programs – 1
      - v. Sibling -2
      - vi. Student – 2
    - c. Last month had 27 applicants
- iii. Spring Open House
  1. 30% of students already in the lottery attended
  2. 8 visitors from the postcard mailing
  3. 17 school tours were requested
- iv. Signage Update
  1. Jonathan showed pictures of the signs that were installed on campus
  2. We are looking at moving the sign along Copper to a different location and making a new sign that is bigger to take its place
- v. COVID Update
  1. Jonathan reported that we haven't had a case on campus in two months
- vi. NM Dash – 60 Day Monitoring
  1. Level 1 – Graduation:
    - a. Teachers need KidTalk training on interventions to move kids forward
    - b. Humanities Coach workshop on understanding learning disabilities
    - c. Key focus in Fall 2022 on building resiliency in students
  2. Level 2 – Math:
    - a. STEM Coach and Team have administered the Science NWEA

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- b. Results show almost 60% students are on grade level in Science
      - c. Lunch time MathTalks have built academic relationships
      - d. AVID students organizing Kindness Film Festival, read to preschoolers
    - 3. Jonathan showed a graph on how our students in each grade level on their math vs science test scores
  - vii. Revision to Reduction in Force Plan
    - 1. We have seen an increase in Middle School lottery applicants
    - 2. We underreported the SPED population on our 80<sup>th</sup> day
    - 3. Keeping mission and vision at the core of the plan
    - 4. Staff positions added:
      - a. One CTE/ Media Instructor and
      - b. One SPED Instructor (consolidates the .5 SPED Director position).
      - c. Continuing positions from previous plan stay intact
      - d. Master Schedule adheres to educational program and mission
    - 5. Jonathan shared the new master schedule
  - viii. Build with Robots
    - 1. Possible internships for next school year
    - 2. Kick-off presentation on Wednesday, May 4, at 10am
    - 3. Students interested in marketing & building a robot for filming
    - 4. Next Steps:
      - a. Visit Build with Robots office to learn about marketing and building
      - b. Classes at ¡Explora! Science Museum in Old Town
      - c. Plan and present a Robot for Media Arts
      - d. If marketable, robot construction begins
    - 5. Adheres to Media Arts educational program and mission
    - 6. CEO is sibling of Media Arts graduate from Class of 2019
  - ix. Charter Renewal and Training Update
    - 1. Had first training last week
      - a. Tell our story, what has worked and what did not work
      - b. Start collecting wet and digital signatures from 120th Day enrollment now as some families will leave/graduate
      - c. Application due October 1, visit by the end of October 2022

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- d. CSD Report by Thanksgiving 2022, approval by December 1
  2. PEC presentation in December, online and in-person
    - a. 15-minute presentation: Video, testimonies, what to improve
  3. Yazzie/ Martinez consolidated lawsuit
  4. Know how our subgroups are doing and what we're doing to support them
  5. Next training is May 9<sup>th</sup> 1pm-4pm
  6. Jonathan showed graphs on our status for Math and Reading progress
    - a. We are either not meeting or falling far below in Math for our subgroups
    - b. Reading is meeting or exceeding our goals
  7. Latino Images in Films
    - a. Staff is to watch movies from a list of latino films
      - i. Essential Question
        1. "As you watched your film, what surprised you most?"
      - ii. Go to the Turner Classic Movies link
        1. Choose the video intro/ outro from ONE movie you know and love.
        2. Take the time in the coming weeks to watch the movie.
        3. Come prepared to talk about your film at our next staff meeting, April 25
- b. Financial Report
    - i. Pat reported on the finances for March 2022
      1. Discussed various funds and their balances
      2. Reviewed the disbursements and deposits for the month
      3. There was \$290K of receipts and \$245K of expenditures
        - a. There is an expected \$299K of receivables from PED
          - i. Down about \$12K from last month
          - ii. PED has been made aware of the lagging reimbursements
    - ii. Cash Balance and Budget Trends
      1. Pat presented charts on our history of cash and budget balances for both operational and bond funds
        - a. Operational had a dip of \$54,000 due to E-Rate funds being moved to that fund instead of operational
    - iii. Categories of current Operational Expenditures

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1. Classroom and Student Support – 68%
  2. Testing and Services – 1%
  3. Administration – 9%
  4. Admin Support – 4%
  5. Business Office – 5%
  6. Facility – 12%
  7. Food Service – 1%
- iv. Presentation of Budget Adjustment Requests (BARs)
1. Pat presented the following BARs
    - a. #41 – 3% Raises for 4<sup>th</sup> Quarter
    - b. #42 – IDEA-B Increase \$650
    - c. #43 – Supply Chain Food Assistance \$8,937
- v. FY2023 Salary Schedule
1. Pat presented the proposed salary schedule for next year
    - a. New minimums at each level
      - i. Level I - \$50K
      - ii. Level II - \$60K
      - iii. Level III - \$70K
    - b. Due to decreased enrollment, we are not able to maintain a salary schedule approximately 8-9% above APS.
      - i. This proposal is for approximately a 5% increase over APS at 10 years of experience
- vi. Renewal Financial Statements
1. Pat reviewed the graphs that were given at last week's renewal training
    - a. Shows that MACCS is spending a minimum of 74% of its operational dollars on direct instruction and student support services
      - i. Exceeds what the CSD is looking for and what most other schools had at the latest round of renewals
- vii. SY2023 Budget Update
1. Pat presented a chart showing the impacts of the increased expenses coupled with our decreasing revenue due to enrollment dropping and the small school size phase out
    - a. For SY23, we are anticipating using approximately 40% of our savings to help balance the budget
      - i. This was planned for
    - b. For SY24, projections look like we will be out of savings and some major cuts need to be made, possibly at the administration level

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2. Pat would like to have the Budget and Finance Committee meet in two weeks to discuss the ramifications of our low enrollment and how that affects the long-term sustainability of our school
            - a. Mike said he will contact board members to see who can attend
  - viii. Approval of Financial Report
    1. Malinda made a motion to approve the March 2022 financial report
    2. Carolyn seconded
    3. There was no discussion
    4. Roll Call Vote –Mike Trujillo “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
    5. Motion Passed 4-0
9. Action Items
  - a. Approval of Budget Adjustment Requests (BARs)
    - i. Malinda made a motion to approve the presented BARs
      1. #41 – 3% Raises for 4th Quarter
      2. #42 – IDEA-B Increase \$650
      3. #43 – Supply Chain Food Assistance \$8,937
    - ii. Malinda seconded the motion
    - iii. There was no discussion
    - iv. Roll Call Vote –Mike Trujillo “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
    - v. Motion Passed 4-0
  - b. Approval of Amended SY2023 Reduction in Force Plan
    - i. Channing made a motion to approve the amended SY2023 Reduction in Force Plan of bringing back one CTE and one Special Ed position
    - ii. Malinda seconded
    - iii. There was no discussion
    - iv. Roll Call Vote –Mike Trujillo “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
    - v. Motion Passed 4-0
  - c. Approval of SY2023 Salary Schedule
    - i. Carolyn made a motion to approve the presented SY2023 Salary Schedule
    - ii. Channing seconded
    - iii. There was no discussion
    - iv. Roll Call Vote –Mike Trujillo “AYE”; Malinda Menke “AYE”; Channing Concho “AYE”; Faith Toledo “AYE”
    - v. Motion Passed 4-0
10. Old Business
  - a. Council Training Update

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- i. Charter Renewal Trainings
    - 1. Next one is scheduled for May 9<sup>th</sup>, 1pm-4:30pm
  - ii. Council members need to complete hours
- 11. New Business
  - a. Principal Evaluation
    - i. Due by the end of June
    - ii. Important to complete on time in our renewal year
- 12. Adjournment
  - a. Agenda complete
  - b. Meeting adjourned at 11:28am