

# DRAFT

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL  
GOVERNING COUNCIL MINUTES  
August 11<sup>th</sup>, 2020 7:30pm  
Virtual Meeting via Zoom Platform

1. Quorum Call
  - a. Mike called the meeting to order at 7:31pm
  - b. Board Member Quorum Call
    - i. Michael Trujillo – Present
    - ii. Carolyn Carlson – Present
    - iii. Malinda Menke – Absent
    - iv. Channing Concho – Present
    - v. Patti Gladstone – Absent
    - vi. A quorum is present
  - c. Staff Present: Jonathan Dooley, Anthony Conforti and Patrick Kelly
  - 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. Channing seconded
  - c. There was no discussion
  - d. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
  - e. Motion Passed 3-0
3. Approval of Minutes
  - a. July 14<sup>th</sup>, 2020 Minutes
    - i. Channing made a motion to approve the July 14<sup>th</sup>, 2020 minutes
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
4. Committee of the Whole
  - a. Nothing presented
5. Public Comment
  - a. No comments
6. Council Retreat Topic Discussion

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- a. There was discussion regarding what topics should be addressed at the council retreat later this month. The members and administration decided that the following topics should be discussed:
    - i. Update from PED: Covid's Impact on Operations and Finances
    - ii. Update from Matt Pahls regarding Legislative Issues
    - iii. School Future: Recruitment, Funding Loss and Possible Staff Cuts
  - b. It was decided to continue working with Carroll Strategies
    - i. Would like to see Virtual Recruitment Tour
    - ii. Mike would like them to attend the next council meeting
7. Number of Council Members for 2020-2021
- a. It was discussed by the members that due to the current pandemic and how it affects recruiting new members, that the council membership should be limited to 5 members for the current school year.
  - b. Change in By-Laws and approval will happen in Action Items
8. Reports
- a. Principal Report
    - i. Enrollment Update – 197 students
      - 1. A loss of 11 from last month
    - ii. New Staff and Moved Positions
      - 1. Jonathan discussed some of the new faces that will be at MACCS this fall and some of the past employees that moved into new positions
        - a. Two new people will be/have been hired and two former staff are returning to MACCS
        - b. Three staff are moving positions and two current staff are adding classes
          - i. Alicia Faulds – Health
          - ii. Tom Richardson – Media Arts Practices
    - iii. Growing Technology
      - 1. Jonathan discussed some of the purchases and procedures for becoming a 1-to-1 computer to student campus
        - a. Each student will have a Chromebook if they choose
      - 2. Upgraded and increased number of Wireless Access Points
        - a. Installing two outside to accommodate outdoor classrooms if needed
    - iv. Charter School Contract Goals
      - 1. Jonathan showed charts on the status of MACCS' school specific goals
        - a. Career Pathways goal has already been met

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- b. Internship goal is in the “Falls Far Below” category as expected at this time
- v. Starting the School Year
  - 1. Jonathan discussed the beginning of the school year and how remote and in-person learning will be conducted
    - a. Consistent platforms: ZOOM, Google Classroom
    - b. Daily schedule shorter classes, students follow Master Schedule, 3-4 hours online every day
    - c. CTE and Dual Credit Programs continue online
    - d. SPED teachers 1-1 support online/ on campus
    - e. SEL includes home visits, sessions with kids
    - f. Virtual Boot Camp, August 12-14
  - 2. CNM Training on Virtual Teaching
    - a. Training focused on Belonging over Compliance, Brain Breaks, Process over Product and Online Learning Plans
    - b. We Are All First-Year Teachers Again
  - 3. Eighteen SPED Students on Campus, August 17
    - a. South Portable – MS Monday & Tuesday
    - b. North Portable – HS Wednesday & Thursday
  - 4. Friday clean & sanitizing main building, portables
  - 5. Sack lunch Grab & Go every Monday for the week
- vi. CLR Plan
  - 1. Jonathan showed how parts of the school’s original charter have been incorporated into our CLR plan with help from the Equity Council
- vii. Title IX Changes
  - 1. Jonathan discussed the new definitions of sexual harassment and the scope of investigations
  - 2. Training of staff is required
  - 3. Creation of Title IX Coordinator at MACCS
- viii. Important Upcoming Dates
  - 1. August 29 – Council Retreat
  - 2. September 8 – First date for Elementary students to re-enter schools
  - 3. September 16 – Zoom Curriculum Night
- b. Financial Report
  - i. Pat reported briefly on the finances for July 2020
    - 1. Discussed various funds and their balances
      - a. Approximately \$280K of deposits and \$129K of expenses
    - 2. Reviewed the disbursements and deposits for the month
    - 3. Pat discussed the current cash balance of Operational and the HB-33 and SB-9 bond funds

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- ii. Presentation of Budget Adjustment Request (BAR)
  - 1. Pat presented one BAR
    - a. 0001 – 24154 Increase \$1,312
- iii. Financial Outlook
  - 1. FY2021 Funding Reduction
    - a. Currently stands at a reduction of \$118,000 for this year
      - i. Some offset for our budget due to carryover exceeding projections by approximately \$80,000
  - 2. FY2022 Funding Reductions
    - a. Initial projections exceed \$300,000
      - i. This is due to enrollment dropping, small school phase out and pandemic
      - ii. Could be worse if cuts exceed 1.5%
      - iii. Possible loss of at least 4 or 5 positions
- iv. Facility Update
  - 1. School was vandalized again
    - a. Graffiti on building, windows, ground, portables, cameras and SUV
    - b. Glass windows and doors broken at Main Building
      - i. Insurance company had it cleaned up in 3 days
      - ii. MACCS hired a security company to stay at school the night before graduation
  - 2. Capital Outlay Unfrozen
    - a. \$36,000 approximately for new HVAC units on portables
      - i. Increased ventilation and UV light cleansing
    - b. \$105,000 for Security Fencing
      - i. Met with contractor for updating quotes
- v. Approval of Financial Report
  - 1. Carolyn made a motion to approve the July 2020 financial report
  - 2. Channing seconded
  - 3. There was no discussion
  - 4. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
  - 5. Motion Passed 3-0
- c. Media Coordinator Report
  - i. NM Film Give Back
    - 1. School received \$20,000 from Netflix show “Messiah”
      - a. Proceeds will help upgrade our online sessions

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- ii. Identity Project from Vicky Breem with PED
  - iii. Rocky Mountain Emmys
    - 1. Five entries were submitted
    - 2. Should hear the results soon
  - iv. Remote Learning Projects
    - 1. Virtual sessions with New Mexican media professionals for students
    - 2. IASTE 480 has confirmed to send people
  - v. Railyards Project
    - 1. Possibly MACCS could fit into their plans
    - 2. Work with legislators for funding (Jerry Ortiz y Pino)
9. Action Items
- a. Approval of BAR
    - i. Channing made a motion to approve the BAR:
      - 1. 0002 – 24154 Increase \$1,312
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
  - b. Approval of Title IX Policy
    - i. Carolyn made a motion to approve the Title IX policy
    - ii. Channing seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
  - c. Approval of Title IX Notice of Policy and Procedure
    - i. Channing made a motion to approve the Title IX Notice of Policy and Procedure
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
  - d. Approval of Title IX Grievance Complaint Procedure
    - i. Carolyn made a motion to approve the Title IX Grievance Complaint Procedure
    - ii. Channing seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
  - e. Approval of By-Law Change

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- i. Channing made a motion to approve to change the number of council members to five members in the Governance Council By-Laws
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
  - f. Approval of SY21 Annual Board Form
    - i. Carolyn made a motion to approve the SY21 Annual Board Form
    - ii. Channing seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”
    - v. Motion Passed 3-0
- 10. Old Business
  - a. Council Training Update
    - i. An update was given to council member hours
      - 1. Mike completed his training in one day and recommended that if you can
  - b. Retreat date is Saturday, August 29<sup>th</sup>, 2020 from 10am-12pm
- 11. New Business
  - a. None
- 12. Adjournment
  - a. Agenda complete
  - b. Meeting adjourned at 8:47pm