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MEDIA ARTS COLLABORATIVE CHARTER SCHOOL
GOVERNING COUNCIL MINUTES
December 14th, 2021 10:00am
Virtual Meeting via Zoom Platform

1. Quorum Call
 - a. Mike called the meeting to order at 10:01am
 - 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, Anthony Conforti, Tom Richardson and Patrick Kelly
 - d. Foundation Members Present: None
 - e. PAC Members Present: None
 - f. Public Present: None
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 – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Faith Toledo “Abstain”
 - e. Motion Passed 4-0 with one abstention
3. Approval of Minutes
 - a. November 9th, 2021 Minutes
 - i. Channing made a motion to approve the November 9th, 2021 minutes
 - ii. Carolyn seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”; Faith Toledo “Abstain”
 - v. Motion Passed 4-0 with one abstention
4. Media Coordinator Report
 - a. Anthony reported that there isn’t much new to report as the semester is winding down
 - i. Still waiting to find out when the KOB story will air regarding our Ice Wolves internship
 - ii. Ice Wolves internship is still going well

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- iii. Media production will be slimmer this year as there has been quite a bit of learning loss with media, especially the teachers
 - 1. Last year students had Chromebooks and didn't have access to Adobe software
 - 2. Having the Dell laptops will help with that as they have access to all of our software at home now
 - 3. Mike would like to have updates on the students' Adobe skills throughout the 2nd semester
 - iv. CTE Teachers have made an emphasis on deadlines, especially for the media industry
 - 1. Project Based Learning has helped facilitate this
 - 2. Jonathan reported that PED motivation is to accelerate not remediate
5. Internship Coordinator Report
- a. Tom Richardson reported that students are really enjoying working on their internships
 - i. Mom has stated that they have been the best thing for her son
 - 1. Grew in maturity and better behavior
 - ii. Senior internship is still hovering around 45%
 - iii. Sophomores and Juniors have been increasing their participation in the internships
 - 1. Students are bringing their own ideas of internships
 - iv. Received great feedback from KOB regarding our students' behavior and professionalism when the Ice Wolves story was being filmed on campus
6. Committee of the Whole
- a. No comments
7. Public Comment
- a. No comments
8. Reports
- a. Recruitment Committee
 - i. Jennifer and Andrea presented on an update on our recruitment campaign
 - 1. Mall Kiosk – Entrance to Coronado mall
 - a. Will run through March
 - 2. Social Media
 - a. Gotten 30 days of content
 - 3. KOB story was two weeks ago and waiting for story to air, links will be shared
 - 4. Outdoor Signage
 - a. Quote is awaiting signature
 - 5. Would like to proceed with a Teacher Op-Ed

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6. Proceed with student video project of testimonials for website and social media
 7. Project of the month display at school
- b. Principal Report
- i. Jonathan showed one of our student's cooking show clip, High School students' projects on Guinea pigs and the Bauhaus School and other art and humanities projects
 - ii. Enrollment Update
 1. 186 – down 2 from last month
 2. 96% Attendance Rate
 - iii. New Applicants:
 1. Eight applicants total
 2. How did you hear about our school?
 - a. Current School, 2
 - b. Former Student, 1
 - c. Friend, 5
 3. Last month, nine applicants total
 - iv. CABQ Arts Board
 1. Carroll Strategies noticed District Vacancies:
 - a. District 1, on the Westside
 - b. District 2, Downtown and Old Town
 2. Any Council person willing to join?
 3. Jonathan shared the map and link to Arts Board page
 - v. PCSNM Conference – Charter Schools and Innovation
 1. Jonathan attended the recent Public Charter Schools of NM Conference
 - a. Innovation is key, rooted in student interest, mission-driven
 - b. We are supposed to do something different & alternative
 - c. PED waives requirements: individual class load, teaching load, length of day, staffing patterns, subject areas, instructional materials, evaluation standards and principal duties
 - i. Law – legislative foundations for restrictions or permissions
 - ii. Rule – state government fine-tunes the parameters
 - iii. Guidance – state organization explains what is allowed, not allowed
 - iv. Local Policy – local entity sets policy within these parameters
 - vi. 2021-22 NEW Response Toolkit Update
 1. Test to Stay program modifies quarantine policies

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2. Examples of quarantine duration that could be up to 30 days
3. Definition of COVID-19 symptoms reflect updated research
4. Instructional supports, Media Arts utilizes online from home
5. Flowchart for quarantine decision-making
6. Surveillance testing is required for all schools at no cost
7. Vaccinated school employees must have booster by 1/17/2022
8. Jonathan requests the Council approve the revised COVID-19 Guidebook & Handbooks
- vii. Final One-Third of American Rescue Plan Funds (\$174K)
 1. Instructional Coaches respond to learning loss thru evidence-based interventions for academic needs of subgroups
 2. Deep dive into Math & Reading NWEA results, adding Science
 3. Humanities Coach acts as ELL Coordinator as well
 4. Support Staff to address SEL:
 - a. Building Relationship Skills
 - b. Responsible Decision-Making
 - c. Self-Awareness & Self-Management
 - d. Social Awareness
- viii. NWEA Winter Results
 1. Jonathan shared graphs from our winter NWEA short-cycle assessment
 - a. Math
 - i. We have returned to pre-pandemic levels
 1. 40% are proficient with an additional 20% meeting their expected growth
 2. Still at “Does Not Meet” for our PEC goal
 - ii. All grade levels improved from our Fall assessment with 10th, 11th and 12th graders showing largest growth
 - b. Reading
 - i. Again, returned to pre-pandemic levels
 1. Over 60% are at grade level with another 15% meeting their growth
 2. Meets our PEC goal
 - ii. 7th grade was the only grade to decrease from the fall
- ix. Teacher Observation Update
 1. Jonathan shared charts on Domain 2 and 3 observations

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2. 2021-22 Formal Observation Reflections
 - a. Listen and allow students more time to focus on their answers
 - b. Always working to be more patient as students critique peers
 - c. What was unique was to combine multiple subjects into one
 - d. Bringing kids into the central role of the discussion
 - e. Wait time is one thing I have focused on, students respond well
 - f. Active listening, allowing kids to reach their own understanding
 - g. Students rely on themselves to think through answers
 - h. Building skills to move discussions forward with their questions
3. 2021-22 Formal Observation Elements to Work On
 - a. Acknowledging student backgrounds and cultures
 - b. Students playing an important role in carrying out routines
 - c. Expectation and recognition of student effort & persistence
 - d. Behavior management plan posted
 - e. High levels of student participation in discussions
 - f. Student engagement and enthusiasm
 - g. Students assessing their own work against a rubric
 - h. Incorporation of student-relevant events
- x. Technology Update
 1. New Adobe licenses are in and ready to go...
 2. Social media restrictions
 - a. Adding specific accounts for instructional purposes
 - b. No access to sites that do not serve an educational purpose
 3. Printers and copiers – Unless confidential, use community ones
 - a. Portables – High-end laser printer/ scanner in library
 - b. Upstairs Main Building – Move to CTE Wing, new one on its way
 - c. CTE Wing – Still have printer downstairs

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- d. SPED – Still have their own printers due to confidentiality
- xi. Roundhouse Update
 - 1. Legislative Finance Committee:
 - a. No student groups, public to show proof of vaccination
 - b. Additional staff to help address the Yazzie/ Martinez lawsuit
 - 2. Legislative Education Study Committee
 - a. Accelerate, Not Remediate – Supporting students on grade level content:
 - i. Prioritizing interim assessments
 - ii. Researching innovative and performance-based assessments
 - iii. Funding salary increases and time commitment for strong PD
 - iv. Prioritizing families as partners
 - b. NEW Social Studies Standards – Final implementation of the standards and instructional materials will be ready in 2023-24.
 - i. The local school boards, school districts, charter schools and teachers will develop the curriculum to be taught in the classroom as well as choose the instructional materials.
 - c. Mental Health Best Practices:
 - i. Layer 1 – Wellness information & prevention
 - ii. Layer 2 – Small group interventions, mentoring & daily check-ins
 - iii. Layer 3 – Targeted supports for significant distress & impairment
- xii. Equity Update – HB 43: Black Education Act
 - 1. Media Literacy and Reframing Representations of Race in Film
 - a. Teaching Hard History: The Civil Rights Movement, Making a Scene: The Movement in Literature and Film
 - b. TCM Original Production: Blackface and Hollywood, African American Film History Documentary
 - 2. Spring 2022 Projects, Networks – Connectedness of All Things
 - a. The Butterfly Effect
 - b. China, and the Indus Valley
 - c. Latin Culture Documentaries

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- d. Socio-Emotional Learning PSAs
- xiii. Upcoming Events
 - 1. PAC Meeting/Town Hall Q & A – December 14
 - 2. Staff Holiday Party – December 16
 - 3. Spring Planning and CPR/First Aid Training – January 3
 - 4. Students Return – January 4
 - 5. PBL Celebration A-Zoombly – January 7
- c. Financial Report
 - i. Pat reported on the finances for November 2021
 - 1. Discussed various funds and their balances
 - 2. Reviewed the disbursements and deposits for the month
 - 3. There was \$315K of receipts and \$263K of expenditures
 - a. There is an expected \$357K of receivables from PED
 - ii. Cash Balance and Budget Trends
 - 1. Pat presented charts on our history of cash and budget balances for both operational and bond funds
 - iii. Categories of current Operational Expenditures
 - 1. Classroom and Student Support – 70%
 - 2. Testing and Services – 1%
 - 3. Administration – 8%
 - 4. Admin Support – 4%
 - 5. Business Office – 6%
 - 6. Facility – 11%
 - 7. Food Service – 1%
 - iv. Presentation of Budget Adjustment Requests (BARs)
 - 1. Pat presented the following BARs
 - a. #16 – Title II Increase \$734
 - b. #17 – SEL Grant \$15,000
 - c. #18 – Title I Transfer \$0
 - d. #19 – IDEA-B Maintenance \$0
 - e. #20 – Instructional Materials Maintenance \$0
 - f. #21 – Film Give Back Donation \$19,485
 - g. #22 – Operational Maintenance \$0
 - h. #23 – ESSER III Increase \$174,548
 - i. #24 – Operational Maintenance \$0
 - v. FY2021 Audit Update
 - 1. Pat discussed that the FY2021 has been completed and sent to the State Auditor for review
 - a. Should be able to discuss the results at a council meeting in the spring
 - 2. Pat would like to schedule an Audit Committee meeting in early to mid-January
 - vi. Capital Outlay Projects Approval

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1. New Boiler
 - a. Existing boiler is original (approximately 50 years old) and has been “band-aided” over the years
 - b. New, more efficient boiler will cost \$39,914
2. Security Cameras
 - a. Need to update existing cameras and add new ones to the CTE building
 - b. Quote was for \$16,365
3. School Signage
 - a. Quote was for \$13,978
 - b. Pat suggested proceeding even though our name change hasn’t been approved by PEC yet
 - i. Doesn’t want to miss recruitment season
 - ii. Council discussed waiting for PED or PEC guidance prior to proceeding with signage
4. CTE Building Improvements
 - a. There was discussion on future projects to make our CTE building look less like an office space to help recruit students
- vii. SY2023 Budget and Revenue Update
 1. There is projected to be an increase to the Unit Value at the legislative session
 - a. Hoping for at least a 5% increase resulting in over \$5,000 unit value
 - b. Increases typically are for required expenditures (raises, insurance, etc.) so there usually isn’t extra funds for discretionary spending
 - c. Even with a 5% increase, we are projected to see %18 less revenue compared to this year
 - i. If that 5% increase is canceled out with mandated expenses, it will be like losing 22% of our budget
 - ii. Staff losses are unavoidable, looking at 4 to 5 positions each of the next two years
 2. Pat showed a chart with enrollment trends for MACCS vs Charters as a whole
 - i. Numbers were from a Sue Griffith email from LESC meeting
 - ii. MACCS has decreased 27% since 2017 while charters as a whole have increased 21%
 3. There was discussion regarding recruitment, retention and how we can stop the enrollment decline
 - a. We had more students apply to the school via the lottery, ending a long decreasing trend

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- i. However, less students came to us from the lottery ever
 - viii. Approval of Financial Report
 1. Channing made a motion to approve the November 2021 financial report
 2. Carolyn seconded
 3. There was no discussion
 4. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Faith Toledo “Abstain”
 5. Motion Passed 4-0 with one abstention
 9. Action Items
 - a. Approval of Budget Adjustment Requests (BARs)
 - i. Malinda made a motion to approve the presented BARs
 1. #16 – Title II Increase \$734
 2. #17 – SEL Grant \$15,000
 3. #18 – Title I Transfer \$0
 4. #19 – IDEA-B Maintenance \$0
 5. #20 – Instructional Materials Maintenance \$0
 6. #21 – Film Give Back Donation \$19,485
 7. #22 – Operational Maintenance \$0
 8. #23 – ESSER III Increase \$174,548
 9. #24 – Operational Maintenance \$0
 - ii. Carolyn seconded the motion
 - iii. There was no discussion
 - iv. Roll Call Vote – Channing Concho “AYE”; Michael Trujillo “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Faith Toledo “Abstain”
 - v. Motion passed 4-0 with one abstention
 - b. Approval of Capital Projects
 - i. Carolyn made a motion to approve the new boiler project, approve the security camera project and to wait until PED/PEC direction before proceeding with site signage project
 - ii. Malinda seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Faith Toledo “Abstain”
 - v. Motion Passed 4-0 with one abstention
 - c. Approval of Updated COVID-19 Guidebook and Handbooks
 - i. Channing made a motion to approve the presented updated COVID-19 Guidebook along with Student and Employee Handbooks
 - ii. Carolyn seconded
 - iii. There was no discussion

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- iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”; Faith Toledo “Abstain”
 - v. Motion Passed 4-0 with one abstention
10. Old Business
- a. Council Training Update
 - i. Faith will have to email the Charter School Division regarding on-demand training
 - ii. Awaiting final documentation from Mike regarding Patti’s resignation
11. New Business
- a. None presented
12. Adjournment
- a. Agenda complete
 - b. Meeting adjourned at 11:40am