

# DRAFT

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL  
GOVERNING COUNCIL MINUTES  
May 14<sup>th</sup>, 2019, 2019 7:30pm  
4401 Central Ave NE Building #2 Albuquerque, NM 87108

1. Quorum Call
  - a. Mike called the meeting to order at 7:30pm
  - b. Board Member Quorum Call
    - i. Michael Trujillo – Present
    - ii. Steve Eiland – Absent
    - iii. Carolyn Carlson – Present
    - iv. Malinda Menke – Present
    - v. Trish Meyer – Present
    - vi. Donna Williams – Absent
    - vii. Channing Concho - Present
    - viii. A quorum is present
  - c. Staff Present: Jonathan Dooley, Patrick Kelly, Anthony Conforti, Allie Coleman (Internship) and Alicia Faulds (Leadership Council)
  - d. Foundation Members Present: None
  - e. PAC Members Present: None
  - f. Public Present: Linda Melville (parent), Elissa Chazdon (parent) and Erin Chazdon (student)
  
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”; Channing Concho “Abstain”
  - e. Motion Passed 4-0 with 1 abstention
  
3. Approval of Minutes
  - a. April 9<sup>th</sup>, 2019 Minutes
    - i. Malinda made a motion to approve the April 9<sup>th</sup> minutes
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
    - v. Motion Passed 4-0 with 1 abstention
  
4. Committee of the Whole
  - a. Michael let the council know that one of our founders and former council members, Marvin Gladstone, passed away this past week. Mike mentioned that he would like a slide-show and a moment to

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remember Marvin at the graduation ceremony. Former principal, Glenna Voigt, will be working on the slide-show.

5. Public Comment
  - a. Linda Melville
    - i. Wants to incorporate or find if there is a way to bring student, parent and teacher input to the board. She stated that there has been some issues and concerns throughout the year and they were handled sometimes as they happened but when viewed as a whole, there are has not been resolution to some overall concerns
      1. Curriculum and Instruction
      2. Other issues
      3. Mike addressed that there were channels to address the board in the past, but that may have been abandoned due to lack of participation or attendance at council meetings
  - b. Elissa Chazdon
    - i. Feel it is important that all community members know how issues are to be addressed to the council and to the administration
    - ii. That there is transparency of how issues are handled and that there communication of what actions will or are taking place
  - c. Erin Chazdon, Student
    - i. Would like to voice concerns that she feels she is not prepared for next grade level in certain subjects
    - ii. Felt that she has been belittled and that no response has been given to the issues that she has brought up since September
  - d. Mike thanked the parents and students for their comments and concerns and would like visit how to possibly re-establish communication to the council and to also ensure that parents and students know what the proper process is.
6. Public Input of 2019-2020 Budget
  - a. No public input
7. Reports
  - a. Leadership Council Report
    - i. Alicia Faulds reported that at the last meeting they discussed the results of our spring NWEA Short Cycle results
    - ii. Discussed the format for the last staff meeting of the year
      1. Progress review and what we accomplished
        - a. Learning the MACCS way
        - b. Development and improvement for Boot Camp
        - c. Leveling math skills
        - d. Enthusiastic Math Culture

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- e. Early Warning System
  - f. Responses to Interventions
  - g. Communication with students and families
    - i. Math Nights
  - h. Implementation of Carnegie Math Curriculum
  - i. More math added to other content courses
  - j. New teacher mentorship program
    - i. Even give support to experienced teachers that may be new to MACCS
  - k. Raise funds and support from the Foundation
- b. Internship Coordinator Report
- i. Allie Coleman reported that we had 19 seniors complete an internship with another 8 that did not complete
    - 1. 50% completion
    - 2. Juniors have had less student involved
  - ii. Malinda inquired as to what feedback have we received from the entities that are working with our students
    - 1. Mostly really positive feedback
    - 2. There have been some issues
      - a. Lack of employment etiquette
      - b. Attendance issues
  - iii. Most internships have a media focus, even our coffee shop intern worked on social media
  - iv. Three major media venues have expressed interest in participating next year
- c. Principal Report
- i. Current Enrollment and Attendance Update
    - 1. Currently 240 students (was at 227 last year)
    - 2. 97% Attendance Rate
  - ii. Employment Law Training
    - 1. Jonathan reviewed the key takeaways from his training
    - 2. Mentioned that we will have some openings for the following school year
  - iii. Walkthroughs and Teacher Surveys
    - 1. Jonathan showed graphs of his Classroom Organization and Management Inventory “COMI” walkthrough results
      - a. Jonathan will meet with teachers individually and show them how their results compared to their colleagues
    - 2. Jonathan showed the results of the teachers’ survey on his principal performance
  - iv. NM Dash Platform

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1. Jonathan showed graphs from our NWEA short cycle results and how we still are needing math support to be the focus
2. Jonathan discussed how our freshman class, the focus or our CSI grant, showed to have positive indicators in many aspects (attendance, lack of referrals, etc.)
- v. Legislative Recap
  1. Jonathan distributed a hand-out that highlighted the key bills affecting education at this past legislative session
- vi. MACCS Community Events
  1. Graduation for Class of 2019
    - a. 2pm on Monday, May 20<sup>th</sup>
    - b. Hispanic Cultural Center
  2. MACCS PAC Year-End BBQ Picnic
    - a. Friday, May 24<sup>th</sup> 11am
    - b. Bataan Memorial Park (Carlisle and Lomas)
- vii. School Events
  1. Jonathan discussed the results of our Pennies for Patients campaign
  2. Jonathan showed examples of some of the winners art pieces from the Showcase Gala
- d. Financial Report
  - i. Pat reported on the finances for April 2019
    1. Discussed various funds and their balances
      - a. Approximately \$234K of deposits and \$249K of expenses
    2. Reviewed the disbursements and deposits for the month
    3. Pat discussed the cash balance history from Operational and the HB-33 and SB-9 bond funds
      - a. Pat presented a chart on where operational dollars are being spent
        - i. Over 72% spent on student classroom and student support expenses
  - ii. Presentation of Budget Adjustment Requests (BARs)
    1. Pat presented thirteen BARs
      - a. Attendance Success Grant – Increase
      - b. Instructional Materials – Increase
      - c. Operational SEG – Increase
      - d. Operational Interest – Increase
      - e. Operational Fees – Increase
      - f. Operational Summer School - Increase
      - g. Operational Donations – Increase
      - h. Food Service USDA Funds – Increase
      - i. Food Service Student Fees – Decrease

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- j. Student Government Fees – Increase
  - k. Student Government – Maintenance
  - l. Title I – Maintenance
  - m. CSI Grant - Maintenance
- iii. Lease Purchase Update
- 1. Pat presented a month-to-month lease for the studio space
    - a. We will have to do this lease until our Lease Purchase Agreement is approved by PED
    - b. We should have a LPA approved by Matthews and Fox for council approval by June meeting
- iv. 2019-2020 Budget Presentation
- 1. Pat presented the budget and salary schedule for the 2019-2020 school year and discussion/questions followed
  - 2. Pat discussed how enrollment dictates SEG Funding
    - a. Pat showed enrollment and revenue trends
    - b. How this factors into our funding was shown and discussed
    - c. Our enrollment has remained steady around 250 student for the last few years, however, our lottery applications has dropped consistently over the last seven years
  - 3. Pat compared projected SEG revenue for next year to this year's final revenue amounts
    - a. \$257,672 increase
  - 4. Pat discussed changes for the 2019-2020 school year
    - a. Phase out of Small School Size Adjustment
      - i. 20% each year for 5 years
      - ii. Approximately an additional \$140,000 cut per year
    - b. Maintaining of Student Intervention Specialist and Attendance Coach even though grants were eliminated or severely cut
    - c. Maintaining purchasing “prep” period for some 9<sup>th</sup> grade teachers through CSI grant
      - i. To reduce freshman class sizes
    - d. 5.9% increase to health and dental insurance premiums
    - e. Average of 9.34% raise for staff members
    - f. 8.94% increase to unit value
  - 5. Pat discussed the expenditure line items for next year's budget
    - a. Salaries and Benefits (75% of Budget)
    - b. Facilities (15%)
    - c. Contracted Services (7%)

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- d. Supplies and Other Costs (3%)
    - 6. Pat presented the 2019-2020 Salary Schedule
      - a. License level minimums have been increased to statutory requirements
      - b. 6.00% Raise to the salary schedule
    - v. Approval of Financial Report
      - 1. Carolyn made a motion to approve the April 2019 Financial Report
      - 2. Malinda seconded
      - 3. There was no discussion
      - 4. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
      - 5. Motion Passed 4 to 0 with 1 abstention
  - e. Media Coordinator Report
    - i. Initial Goal for Fundraising – Use media resources as a revenue stream
      - 1. Go to Netflix, Meow Wolf, let them know that the arts in NM are being cut
    - ii. Emmy Awards
      - 1. Trying to beat last year’s success
    - iii. Final shows are finishing up
- 8. Action Items
  - a. BARs
    - i. Malinda made a motion to approve the presented BARs
    - ii. Carolyn seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
    - v. Motion Passed 4-0 with 1 abstention
  - b. Approval of FY20 Studio Building Lease
    - i. Carolyn made a motion to approve the lease
    - ii. Malinda seconded
    - iii. There was no discussion
    - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
    - v. Motion Passed 4-0 with 1 abstention
  - c. Approval of 2019-2020 School Budget
    - i. Malinda made a motion to approve the 2019-2020 budget
    - ii. Carolyn seconded
    - iii. There was no discussion

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- iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
    - d. Approval of 2019-2020 Salary Schedule
      - i. Carolyn made a motion to approve the 2019-2020 salary schedule
      - ii. Malinda seconded
      - iii. There was no discussion
      - iv. Roll Call Vote – Malinda Menke “AYE”; Carolyn Carlson “AYE”; Trish Meyer “AYE”; Mike Trujillo “AYE”; Channing Concho “Abstain”
      - v. Motion Passed 4-0 with 1 abstention
- 9. Old Business
  - a. None
- 10. New Business
  - a. Carolyn will speak at graduation due to Mike not being able to make the ceremony
  - b. To help with the budget cuts, Mike would like to visit establishing recruitment and fundraising committees at the next meeting
- 11. Adjournment
  - a. Agenda complete
  - b. Meeting adjourned at 9:30pm