

MEDIA ARTS COLLABORATIVE CHARTER SCHOOL
GOVERNING COUNCIL MINUTES
October 12th, 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. Patti Gladstone – Absent
 - 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: Faith Toledo (potential council member); Tom Carroll, Jennifer DeGraff and Andrea Brown from Carroll Strategies

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”
 - e. Motion Passed 4-0

3. Approval of Minutes
 - a. September 14th, 2021 Minutes
 - i. Carolyn made a motion to approve the September 14th, 2021 minutes
 - ii. Malinda seconded
 - iii. There was no discussion
 - iv. Roll Call Vote – Channing Concho “AYE”; Mike Trujillo “AYE”; Carolyn Carlson “AYE”; Malinda Menke “AYE”
 - v. Motion Passed 4-0

4. Media Coordinator Report
 - a. Anthony reported on that our interns will start training with the Ice Wolves this week with the first game televised on October 15th
 - b. Colby Boyd has received a grant from the City cable group to produce a pilot that will be a cooking TV show

- c. Some student work was shown that centered around the editing in postproduction detail
 - d. A student video on the Balloon Fiesta was shown
 - i. This was a very quick turnaround, usually these are not completed for months after the event
 - e. Parent Teacher Conferences
 - i. Anthony reported that it was great to get parent and student feedback on getting back to school
 - ii. Feeling of school – so excited and loved the school
 - 1. Kids are looking forward to coming to school
 - f. Learning loss affected the media component of our school
 - i. Some 10th graders haven't received media instruction in over a year
5. Internship Coordinator Report
- a. Tom Richardson reported on the current status of our internship program
 - i. Numbers and opportunities are slowing recovering from the pandemic closures
 - ii. 44% of seniors are participating
 - iii. Ice Wolves video is our largest internship
 - 1. Students are excited to get back working
 - iv. Some students are employed by local businesses and Tom is researching how to possibly have the students learn more at their job to satisfy the internship requirements
 - v. Mentorships are happening with current staff members
 - 1. Mural project with Mr. Lopez
 - vi. Tom will be visiting with advisory classes about what opportunities are out there to intern with
 - vii. Parent discussions during parent/teacher conferences have led to possible new internships
6. New Council Member Introduction
- i. Mike noted that he distributed Faith Toledo's letter of interest and resume. Faith introduced herself and that she has a background in media. She is excited to see what equipment and software the students are working with
7. Committee of the Whole
- a. No comments
8. Public Comment
- a. No comments
9. Reports
- a. Recruitment Committee

- i. Andrea presented on the recent recruitment campaigns that are going on
- ii. Mall advertising started yesterday
 - 1. The kiosk is in a great location
 - 2. Will be displayed through the lottery next April
- iii. Billboards
 - 1. Still showing, will end in November
- iv. Telemundo television commercial ended on October 10th
- v. ABQ Ride Bus Ads
 - 1. Still on display even though we are not paying for them
- vi. Social Media
 - 1. They would like to start a new social media calendar
 - a. Will get photos of students on campus and working when they visit the school
- vii. Ideas Moving Forward
 - 1. Ice Wolves Internship Press Release
 - 2. Outdoor Signage
 - a. Met with vendor last week and another this week
 - i. Quotes will be coming soon
 - b. Elevator Shaft and Entrance
 - c. Sign along Central
- viii. Teacher Profiles on Website
 - 1. Updates that talk about their expertise
 - 2. Highlight teacher art/work on website
- ix. Make Awards Section more prominent
- x. FAQ Sheet for Parents
 - 1. Jennifer will get with Jonathan and some teachers to find out what questions came up at Parent/Teacher conferences
- xi. Next Steps
 - 1. Start Teacher Profiles
 - 2. Teacher Op-Ed
 - 3. Ice Wolves Press Release
 - 4. New Pictures for Social Media

b. Principal Report

- i. Enrollment Update
 - 1. Enrollment is at 184 students
 - a. Down 5 from last month
 - 2. Attendance is at 97% which has been consistent
- ii. 2021-22 NEW Response Toolkit
 - 1. Update gave clarification on:
 - a. Unvaccinated staff and students living with a COVID-19 positive case may need to quarantine up to 20 days

- b. Unvaccinated staff and students who have at least one COVID-19 symptom should self-isolate and be tested within five days
 - c. Unvaccinated staff and students must wear masks outdoors if not active or eating
 - d. Schools records of HEPA fan/ filtration and MERV 13 HVAC filtration
 - 2. Vaccination Clinic, today at 12-4pm on campus
 - a. Flu Vaccine, along with COVID-19 Vaccine and Booster
- iii. Creation of New Middle School Cohort
 - 1. Middle School enrollment almost to capacity
 - 2. Current SPED Caseload FTE, 2.22
 - 3. Moving one SPED teacher to the general classroom to create a fourth cohort to focus on Skills for Success and SEL Support
 - 4. Because of the high interest in Art, cohorts will rotate through Art Class
 - 5. Cohorts meet PEC “Educational Plan” for Mixed-Age Pedagogy
 - 6. New schedule begins Monday, November 1
- iv. 2021-2022 Term 1 “F” Grade Report
 - 1. Jonathan showed a chart that showed one-third of our students have at least one “F” on their Term 1 report card
 - a. This is the same percentage pre-pandemic
 - i. Down from 45% last year
- v. Operation: Reconnect Update
 - 1. Weekly KidTalks to target interventions
 - 2. MLSS Goal Team data analysis spreadsheet
 - 3. IEP/ 504 modifications and progress monitoring
 - 4. Implementing peer mentoring program
 - 5. Maintaining strong school attendance
 - 6. Supporting Career Pathways & Internship Program
 - 7. Engaging parent and family involvement
 - a. Curriculum Night Open House, 42% Attendance
 - b. Parent/ Teacher Conference, 85% Attendance
- vi. Teacher Observation Update
 - 1. Walkthrough #1 Results
 - a. Domain 3B – Using Questioning and Discussion Techniques
 - b. SMART Goal: Teacher uses open-ended questions, inviting students to think and offer multiple possible answers.

- c. Indicator: Focused on reasoning exhibited by students in discussion, both in a give-and-take with the teacher and their classmates.
 - d. Evidence:
 - i. Collaborative Groups
 - ii. Progress Monitoring
 - iii. Essential Questions
- vii. Technology Update
 - 1. Adobe & Google migration is complete
 - 2. Requests are limited as tech has everything students need
 - 3. Strengthening the firewall
 - 4. Students with laptop needs leave them in office for repair
 - 5. Repairs, lost or stolen laptops:
 - a. Student receives a Chromebook as replacement until laptop is repaired, or found if lost
 - b. Teachers have two extra laptops for in-class work only
 - c. Students who tamper with their laptops will lose their privilege
- viii. Legislative Update
 - 1. Legislative Finance Committee Notes
 - a. NM teachers leaving at higher rate than national average
 - b. About 23% of current NM teachers are inexperienced, 52% of inexperienced teachers work with high-need students
 - c. 50% of new NM teachers leave after five years
 - d. NM Teachers want to collaborate and engage in PD
 - e. PED needs to support NM administrators as well
 - f. 42% of NM principals leave after four years
 - g. Time to think about Capital Outlay requests
- ix. Equity Council Update
 - 1. Jonathan showed a chart with the demographics of our current 184 students
 - 2. Pandemic Learning Outcomes
 - a. Student proficiency down, mostly ELLs and students of color
 - b. SAT benchmarks decline, mostly ELLs and students of color
 - c. Many parents choosing programs that are flexible for SEL needs
 - d. ESSER III funds address learning loss, not Extended Learning Time

- x. Upcoming Events
 - 1. PAC Town Hall Q&A – October 12
 - 2. Spirit Week – October 25-29
 - 3. School A-Zoombly – November 5
- xi. Council Questions
 - 1. Malinda asked what percentage of our students are in each of the pathways since there was to be more of an effort focusing students towards film
 - a. Jonathan wasn't sure but would get back to her with the numbers
 - 2. Mike asked how we are doing in Math
 - a. Jonathan said that our short-cycle testing (NWEA) and IXL have shown some concerns and our STEM Coach is currently analyzing the data
 - b. Jonathan will share those results next month

c. Financial Report

- i. Pat reported on the finances for September 2021
 - 1. Discussed various funds and their balances
 - 2. Reviewed the disbursements and deposits for the month
 - 3. There was \$198K of receipts and \$525K of expenditures
 - a. Large amount of expenditures was due to purchasing the high school laptops (~\$270K)
- 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. #07 – Lease Assistance Grant \$145,969
 - b. #08 – Air Quality Grant \$3,105
 - c. #09 – Food Service Revenue Decrease -\$9,000
 - d. #10 – Food Service Revenue Increase - \$59,000
 - e. #11 – Title I Transfer \$0
 - f. #12 – ESSER II Transfer \$0
 - g. #13 – ESSER II Maintenance \$0
 - h. #14 – ESSER III Maintenance \$0
- v. FY2021 Audit Update

1. Pat discussed that the FY2021 is still in progress
 - a. Should be wrapped up by mid-November
 2. Parent and community member have volunteered for audit committee
 - vi. FY2023 Revenue and Enrollment Forecast
 1. Current enrollment is 184 with 60 students with IEPs
 2. Down from 217 in FY2020 (what funding is based off this year)
 3. With no increase in unit value there is an estimated \$630,000 loss in revenue next year
 - a. Last year of phase out of small school size adjustment along with decreased enrollment
 - b. Potentially 27% decrease in budget
 - c. Estimated 5-6 staff may have to be let go
 - vii. Approval of Financial Report
 1. Channing made a motion to approve the September 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”
 5. Motion Passed 4-0
10. Action Items
 - a. Approval of Budget Adjustment Requests (BARs)
 - i. Malinda made a motion to approve the presented BARs
 1. #07 – Lease Assistance Grant \$145,969
 2. #08 – Air Quality Grant \$3,105
 3. #09 – Food Service Revenue Decrease -\$9,000
 4. #10 – Food Service Revenue Increase - \$59,000
 5. #11 – Title I Transfer \$0
 6. #12 – ESSER II Transfer \$0
 7. #13 – ESSER II Maintenance \$0
 8. #14 – ESSER III Maintenance \$0
 - ii. Channing seconded the motion
 - iii. There was no discussion
 - iv. Roll Call Vote – Channing Concho “AYE”; Michael Trujillo “AYE”; Malinda Menke “AYE”; Carolyn Carlson “AYE”
 - v. Motion passed 4-0
11. Old Business
 - a. Council Training Update
 - i. None
12. New Business
 - a. Council Retreat

i. Change of Date to Saturday, November 20th 10am via Zoom

13. Adjournment
 - a. Agenda complete
 - b. Meeting adjourned at 11:24am