

# New Mexico Academy for the Media Arts 2022 Renewal Application



**Authorizer: Public Education Commission**  
**Charter Term: July 1, 2018-June 30, 2023**

# New Mexico Public Education Commission



## 2022 Charter School Renewal Application Part C: Financial Statement

Charter Schools Division  
Public Education Department  
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Santa Fe, NM 87501  
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Updated: March 18, 2022

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### Instructions

Please read the entire Charter School Renewal Application Kit before preparing documents. In an effort to help applicants understand the requirements of the Renewal Application, the CSD will hold a minimum of two technical assistance workshops. Applicants will be notified of the dates, times, and locations of the workshops.

Enter applicant responses in boxes below. Answer all questions unless the question indicates that applicants should answer only under certain conditions (e.g., rating on a Performance Framework indicator requires explanation, etc.). Narrative responses should be verifiable through documents submitted or observable evidence at the renewal site visit.

### School Information

**Name of School:** New Mexico Academy for the Media Arts

**Current Charter Term:** July 1, 2018 – June 30, 2023

### Financial Statement Narrative

The school must provide a financial statement that discloses the costs of administration, instruction, and other spending categories for the charter school. The financial statement must be understandable to the general public and must allow comparison of costs to other schools or comparable organizations. The school must use the templates included within Part C of the renewal kit for the financial report. For schools that were identified in the lowest 25% of all schools in the NM System of Support and Accountability for SY2018-19 or SY2021-22, the report should specifically address how the school has prioritized resources toward proven programs and methods linked to improved student achievement.

**School response:** The school was able to spend approximately 75 cents of every dollar on student instruction and support through the first three years of the most recent contract. It has been able to do this by keeping administrative costs relatively low and by having both facilities under Lease-Purchase Agreements (LPAs). Due to the structure of the LPAs, no operational dollars are being used to pay for the rent/lease of the facilities as those costs are covered by the Lease Assistance Grant supplemented by local bond revenues. As enrollment continued to decrease and the Small School Size adjustment phases out, revenue dropped causing fixed administrative and facility costs to become a larger percentage of the budget. This resulted in less being spent on student instruction and support in Year 4. In an attempt to get more funds back into the classroom, the school's administrator and Governance Council have identified the following sustainability actions for the next charter term:

<ul style="list-style-type: none"> <li>Currently, Media Arts does not provide transportation to and from the school location. In an effort to increase enrollment, Media Arts will look into providing transportation for students who are in need of transportation. This would involve altering the negotiated contract with the PEC.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time Administrator position would transition to a half-time position to involve responsibilities generated from the NM Public Education Department, such as federal funding, licensing requirements, classroom observations and the charter renewal process. Onsite duties, such as committee meetings, discipline policies and parent outreach, would be delegated among the faculty as a cooperative. In the event of an open half-time teaching position, the Administrator may apply to create a full-time position.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time Administrative Assistant/ Registrar position would transition to a half-time position to involve STARS Reporting as directed from the NM Public Education Department. Please read on...</li> </ul>
<ul style="list-style-type: none"> <li>Three-fourths Food Services Provider position would be terminated at the end of the 2022-23 school year. Duties involving the preparation and serving of food would be delegated to the Administrative Assistant/ Registrar as to create a full-time position. Other duties such as cleaning classrooms would be delegated to the Facilities Manager.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time Facilities Manager position would remain as a full-time position. However, the school has discontinued the cleaning contract as the Facilities Manager has now taken over these duties.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time Business Manager position has already transitioned to the Vigil Group at half the cost.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time Social Work position would transition to one-third position to support IEP requirements. Other duties would be delegated to the School Counselor. Remaining at-risk funds would be used to help in the retention of a teaching position.</li> </ul>
<ul style="list-style-type: none"> <li>Full-time STEM Coach and half-time Humanities Coach positions are funded through ESSER. The STEM Coach position would be terminated at the end of the 2022-23 school year; the Humanities Coach position would be terminated at the end of the 2023-24 school year.</li> </ul>
<ul style="list-style-type: none"> <li>In juxtaposition of half-time positions (above), creating Remote Friday for online instruction. Following a schedule similar to the 2020-21 school year when Media Arts was remote, staff and students would meet for classes online prior to lunch and would schedule "Operation: Reconnect" time in the afternoon. Furthermore, because of the increased special education population at Media Arts, SPED students would have the option of attending school on campus for online instruction and in-person support.</li> </ul>
<ul style="list-style-type: none"> <li>In anticipation of a continued declining enrollment, teachers are encouraged to earn endorsements in media fields. Likewise, CTE teachers are encouraged to earn teaching licenses in core subjects. Administration shall research and, possibly, apply for grants to assist with these expenses.</li> </ul>

## Operational Expenditures Tables

For each fiscal year of the school's current charter contract (Year 1 to Year 4 for a 5-year contract), complete the table specific to the school's operational actual expenses and actual operational funding. Schools with contract terms shorter than five years may delete extra tables.

Year 1: FY19 Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$1,475,375	61%



2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$325,290	13%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$7,741	0%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$163,647	7%
2400	School Administration	Office of the Principal	\$92,219	4%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$116,205	5%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$211,725	9%
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$28,818	1%
Grand Total Operational/General Funds 11000 (should total to 100%)			\$2,421,019	100%
Total Operational Funding Revenue 11000 (should total to 100%)			\$2,573,980	94%

Year 2: FY20 Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	\$1,558,953	Teachers, EAs, Instructional Coaches, etc.	\$1,558,953	60%
2100	\$403,904	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$403,904	16%
2200	\$2,218	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$2,218	0%
2300	\$172,089	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$172,089	7%
2400	\$96,012	Office of the Principal	\$96,012	4%
2500	\$126,769	Business Manager, Human Resources, Printing, Technology Services, etc.	\$126,769	5%
2600	\$215,388	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$215,388	8%
2700-5999	\$26,168	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$26,168	1%
Grand Total Operational/General Funds 11000(should total to 100%)			\$2,601,501	100%
Total Operational Funding Revenue 11000(should total to 100%)			\$2,795,131	93%

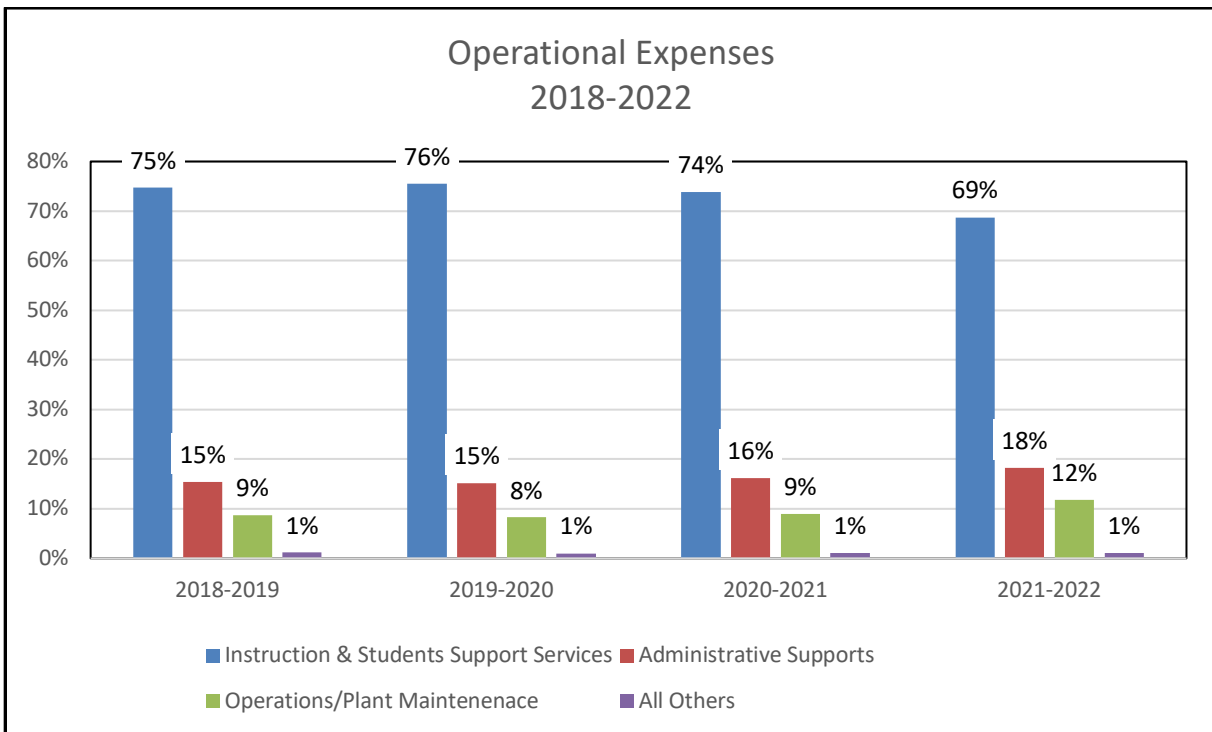
Year 3: FY21 Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$1,472,236	60%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$349,511	14%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$5,933	0%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$194,838	8%
2400	School Administration	Office of the Principal	\$80,120	3%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$125,497	5%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$222,460	9%
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$25,700	1%
Grand Total Operational/General Funds 11000(should total to 100%)			\$2,476,296	100%
Total Operational Funding Revenue 11000(should total to 100%)			\$2,394,725	103%

Year 4: FY22 Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$1,230,202	52%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$391,934	16%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$13,624	1%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$216,910	9%
2400	School Administration	Office of the Principal	\$87,158	4%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$131,398	6%

2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$281,986	12%
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$26,255	1%
Grand Total Operational/General Funds 11000(should total to 100%)			\$2,379,468	100%
Total Operational Funding Revenue 11000(should total to 100%)			\$2,420,619	98%

## Operational Expenditures Chart

Complete the Operational Expenses chart below. To edit the data, right click on the chart and an Excel table will appear (see screenshot below). Edit the data in the table, and the data in the chart will update automatically.



# New Mexico Public Education Commission



## 2022 Charter School Renewal Application

### Part D: Petitions of Support

Charter Schools Division  
Public Education Department  
300 Don Gaspar Ave.  
Santa Fe, NM  
87501  
(505) 827-6909  
[charter.schools@state.nm.us](mailto:charter.schools@state.nm.us)

Approved by the Public Education Commission: March 18, 2022

## Part D: Petitions of Support

1978 NMSA §22-8B-12 requires the school two petitions. Original signatures must be available for CSD review.

**Appendix D-1 Employee Petition** a petition in support of the charter school renewing its charter status signed by not less than sixty-five percent of the employees in the charter school during the year prior to the last year of the contract.

Signatures must be collected during the year prior to the last year of the contract, using the school's employee information on the 120<sup>th</sup> day.

Following is a suggested form to certify the petition. This form may be attached to the petition. You **MUST** have original signatures.



### New Mexico Academy for the Media Arts 2021-22 Teachers & Staff Employee Petition Assurance

I am the head administrator of the New Mexico Academy for the Media Arts Charter School and certify that: the attached petition in support of the New Mexico Academy for the Media Arts Charter School renewing its charter was circulated to all employees of the New Mexico Academy for the Media Arts Charter School. There are thirty-three persons employed by the New Mexico Academy for the Media Arts. The petition contains the signatures of thirty employees which represents ninety percent of the employees of the New Mexico Academy for the Media Arts Charter School.

STATE OF NEW MEXICO)

ss.

COUNTY OF BERNALILLO)

I, Jonathan Dooley, being first duly sworn, upon oath state:

That I have read the contents of the attached petition, and my statements herein are true and accurate to the best of my knowledge and belief.

Jonathan Dooley

Subscribed and sworn to before me this 1<sup>st</sup> day of July 2022.

Courtney Clyne  
Notary Public

My Commission Expires: 12/03/24

COURTNEY CLYNE  
NOTARY PUBLIC  
STATE OF NEW MEXICO  
COMMISSION # 1132110  
COMMISSION EXPIRES 12/03/2024

The New Mexico Academy for the Media Arts (f.k.a. Media Arts Collaborative Charter School) offers secondary students a comprehensive, project-based, cross-curricular education centered in the media arts. We prepare our graduates for positions in the media industries and for the rigor of post-secondary education.



**Appendix D-2 Household Petition** a petition in support of the charter school renewing its charter status signed by at least seventy-five percent of the households whose children are enrolled in the charter school on the 120th day of the year prior to the last year of the contract.

Signatures must be collected during the year prior to the last year of the contract, using the school's enrollment information on the 120<sup>th</sup> day. Students over the age of 18 and students acting as a head of household may provide the signature for the household. For students under the age of 18 living with a parent or guardian, the signature shall be the parent or guardian's signature. Petitions may be signed electronically but must include the student name(s), parent name, email address, and date

Following is a suggested form to certify the petition. This form may be attached to the petition. You **MUST** have original signatures.



**New Mexico Academy for the Media Arts**  
**2021-22 Parents & Guardians – 120<sup>th</sup> Day**  
**Household Petition Assurance**

I am the head administrator of the New Mexico Academy for the Media Arts Charter School and certify that: the attached petition in support of the New Mexico Academy for the Media Arts Charter School renewing its charter was circulated to households whose children were enrolled in the New Mexico Academy for the Media Arts Charter School. It contains the signatures of households which represents eighty percent of the households whose children were enrolled in the New Mexico Academy for the Media Arts Charter School.

STATE OF NEW MEXICO)

ss.

COUNTY OF BERNALILLO)

I, Jonathan Dooley, being first duly sworn, upon oath state:

That I have read the contents of the attached petition, and my statements herein are true and accurate to the best of my knowledge and belief.

Jonathan Dooley

Subscribed and sworn to before me this 7<sup>th</sup> day of July, 2022.

Courtney Clyne  
Notary Public

My Commission Expires: 12/03/24

**COURTNEY CLYNE**  
**NOTARY PUBLIC**  
**STATE OF NEW MEXICO**  
**COMMISSION # 1132110**  
**COMMISSION EXPIRES 12/03/2024**

The New Mexico Academy for the Media Arts (f.k.a. Media Arts Collaborative Charter School) offers secondary students a comprehensive, project-based, cross-curricular education centered in the media arts. We prepare our graduates for positions in the media industries and for the rigor of post-secondary education.

<b>E-2</b>	<b>E-2 PSFA NMCI Score School Name</b>	<b>Public School Facilities Authority (PSFA) letter determining the New Mexico Condition Index (NMCI)</b>
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*State of New Mexico*  
**Public School Facilities Authority**

**Martica Casias** | Executive Director  
**Ryan Parks** | Deputy Director



1312 Basehart SE, Suite 200  
Albuquerque, NM 87106

(505) 843-6272  
<https://www.nmpsfa.org/>

June 2, 2022

Jonathan Dooley  
Media Arts Collaborative Charter School  
4401 Central Avenue NE  
Albuquerque, NM 87108

**RE: wNMCI for Media Arts Collaborative Charter School**  
**VIA E-MAIL**

Mr. Dooley,

The Public School Facilities Authority is in receipt of your request for the weighted New Mexico Condition Index (wNMCI) score for Media Arts Collaborative Charter School. The wNMCI represents the facility condition related to systems and adequate space for students (lower is better). The current wNMCI score for the school's facility is 23.73%.

Please feel free to contact me if you have any questions or concerns regarding this correspondence.

Respectfully,

Alyce Ramos, Programs Manager  
Public School Facilities Authority



*Partnering with New Mexico's communities to provide quality, sustainable school facilities for our students and educators*

Downstairs of the CTE Wing, students will find the larger television production studio and Marilyn Monroe Computer Lab at the southernmost point at the end of a long hallway. The rest of the rooms in the basement are used for storage and could be easily converted to classroom space when enrollment increases.

Both the Main Building and the CTE Wing are under approved Lease-Purchase Agreements (LPA). The Main Building's LPA commenced in 2009 and will be paid in full in the fall of 2023 resulting in no additional payments for the estimated more than two million dollars worth of property. The CTE Wing's LPA started in May of 2020 and will be paid in full in the spring of 2027. As of December 1st, 2022, the school will owe \$385,000 and have approximately one-half million dollars in equity. These purchase agreements were financed by the buildings' landlord and a foundation was not needed to complete the LPAs.

The grounds are fenced in for security and safety as students have classes in all buildings and are frequently moving from one building to another. Daily, students eat breakfast and lunch outside, and at times play basketball and catch. The school also rents the Open Space to the east of the Main Building along Adams Street. The Open Space is used for outdoor learning and sporting activities, and for students to gather during lunch. The Open Space offers shade, a walking track and some playground equipment.

The New Mexico Academy for the Media Arts is the state's first media arts-focused public school and graduates students who are academically, ethically and technically prepared for college and/ or careers in the media industries. Media Arts students are diverse and come from the Albuquerque and surrounding area. They are drawn to the school because of their interest in the arts and the school's unique Project-Based and collaborative approach to teaching and learning.

<b>E-3</b>	E-3 Lease Agreement School Name	A copy of the facility lease agreement, if applicable
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**PLEASE SEE ATTACHED DOCUMENTS**

<b>E-4</b>	E-4 Facility Master Plan School Name	Facility Master Plan
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**PLEASE SEE ATTACHED DOCUMENT**

<b>E-5</b>	E-5 Facility Assurances Certificate School Name	Assurances that the facilities are in compliance with the requirements of 1978 NMSA §22-8B-4.2, using Certificate A, B, or C
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**PLEASE SEE ATTACHED DOCUMENT**