

**NEW MEXICO SCHOOL FOR THE ARTS**  
**Governing Council Meeting**

**Tuesday, August 5, 2014 from 2:00-4:00 pm Meeting**  
New Mexico School for the Arts—High School  
131 Nusbaum  
Santa Fe, NM 87501

Meeting Minutes - *Approved*

*NMSA provides access to a rigorous mastery arts and academic high school education for youth with passion and aptitude in the arts, leading to post-secondary learning, careers in the arts, and lives that contribute to society*

- I. Call to Order Vickie Sewing

Vickie Sewing called the Governing Council Meeting to order at 2:06 pm.

**In attendance were NMSA Council Members:**

Vickie Sewing, Vice Chair  
Paula Tackett, Secretary  
Greg Hunt, Treasurer  
Trina Raper, Member – arrived late  
Catherine Oppenheimer, Member - via phone  
Mary Sloane, Member

**NMSA Council Members Absent:**

Sherry Thompson, Chair  
Doddie Espinosa, Member

**NMSA High School Staff Present:**

Cindy Montoya, Head of School  
Christina Yamashiro, Business Manager  
Gayle McGuinness, School Secretary

**NMSA Art Institute Staff Present:**

Julie Gomez, Director of Development

- II. **Approval of Agenda** Vickie Sewing

**Paula Tackett made a motion to approve the Agenda as amended. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 5-0.**

- III. Public Forum Vickie Sewing

Vickie Sewing asked if there were any individuals requesting a Public Forum.

No public were in attendance.

- IV. **Approval of July 21, 2014 Meeting Minutes** Vickie Sewing

**Greg Hunt made a motion to approve the July 21, 2014 Meeting Minutes as amended. Paula Tackett seconded the motion with a unanimous vote of 5-0.**

- V. Business Manager Report Christina Yamashiro  
A. Financials

The Finance Committee met just prior to the Governing Council meeting. The Financials being provided today are unaudited. NMSA will start this fiscal year in a strong and stable financial position.

The Safety Committee last met on July 31, 2014. The committee is growing and now includes a parent. This year the Committee will focus on staff and faculty training.

**B. Approval of NMAA Membership**

**Greg Hunt made a motion to approve NMAA Membership. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 5-0.**

**C. Approval of Amended School Calendar for FY14-15**

**Greg Hunt made a motion to approve the Amended School Calendar for FY14-15. Mary Sloane seconded the motion. The motion carried with a unanimous vote of 5-0.**

**D. Approval of Amended Salary Schedule for FY14-15**

**Paula Tackett made a motion to approve the Amended Salary Schedule for FY14-15. Mary Sloane seconded the motion. The motion carried with a unanimous vote of 5-0.**

**VI. Approval of Title IX Assurance**

**Vickie Sewing**

**Paula Tackett made a motion to approve the Title IX Assurance. Greg Hunt seconded the motion. The motion carried with a unanimous vote of 5-0.**

**VII. Approval of Amended Student/Family Handbook**

**Vickie Sewing**

**Catherine Oppenheimer made a motion to approve the Amended Student/Family Handbook. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 5-0.**

Council Member Trina Raper arrived for meeting.

**VIII. Approval of Consent Agenda**

**Vickie Sewing**

**Greg Hunt made a motion to approve the Consent Agenda. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 6-0.**

- Approval of Amended Health Education Curriculum – Opt Out Policy
- Approval of Amended Inspection of Public Records Policy
- Approval of Amended Intellectual Property Rights Policy
- Approval of Amended Non-Discrimination Policy
- Approval of Amended Open Meetings Act Policy
- Approval of Amended Pesticide Use Policy
- Approval of Amended Pesticide Notice Letter
- Approval of Amended Reduction in Force Policy
- Approval of Amended School Wellness Policy
- Approval of Amended Search and Seizure Policy
- Approval of Amended Student Attendance Policy
- Approval of Amended Student Records Policy
- Approval of Amended Student Social Media/Email Use Policy
- Approval of Amended Surveillance Camera Policy
- Approval of Amended Textbook Policy
- Approval of Amended Transportation Emergency Policy
- Approval of Amended Weapons Policy
- Approval of Amended Website Policy

- Approval of Amended Whistleblower Policy

IX. **Approval of Cyber Bullying Policy**

Vickie Sewing

**Greg Hunt made a motion to approve the Cyber Bullying Policy as amended. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 6-0.**

X. Principal's Report

Cindy Montoya

A. Style Guide

The NMSA Style Guide has been updated for the 2014-2015 School Year. It is aligned to PARCC and includes a section on How to Write for Math. It will be used in all content areas.

Other topics covered by Cindy Montoya are reflected in her attached Principal's Report.

XI. Art Institute Director's Report

Julie Gomez

Julie Gomez stated our enrollment has dropped in the last week. It was noted that students can be accepted from the wait list. It is possible that we will have rolling auditions. Julie noted that the NMSA website has been updated to reflect the new application for the 2015-16 School Year.

Outreach is taking place this week with Julie Gomez and Holly Phillips traveling to Artesia & Roswell.

XII. Special Education Handbook Discussion

The Special Education Handbook is currently being updated. Governing Council approval will be requested before August 31, 2014.

XIII. Executive Session

Vickie Sewing

- A. Personnel
- B. Facilities

**Paula Tackett made a motion to go into Executive Session to discuss Facilities and Personnel. Greg Hunt seconded the motion.**

A roll call was taken by Gayle McGuiness:

Vickie Sewing	<u>  X  </u> Yes	_____ No
Greg Hunt	<u>  X  </u> Yes	_____ No
Paula Tackett	<u>  X  </u> Yes	_____ No
Trina Raper	<u>  X  </u> Yes	_____ No
Catherine Oppenheimer	<u>  X  </u> Yes	_____ No
Mary Sloane	<u>  X  </u> Yes	_____ No

The Governing Council moved into Executive Session at 3:40 pm in order to discuss Facilities and Personnel.

**Greg Hunt made a motion to exit Executive Session. Paula Tackett seconded the motion.**

A roll call was taken by Cindy Montoya.

Vickie Sewing	<u>  X  </u> Yes	_____ No
Greg Hunt	<u>  X  </u> Yes	_____ No
Paula Tackett	<u>  X  </u> Yes	_____ No
Trina Raper	<u>  X  </u> Yes	_____ No
Catherine Oppenheimer	<u>  X  </u> Yes	_____ No
Mary Sloane	<u>  X  </u> Yes	_____ No

Discussion in Executive Session concluded at 4:02 pm with only Personnel and Facilities being discussed. No action was taken.

XIV. **Action Items:**

Vickie Sewing

- A. **Approval of Amended Head of School Contract**
- B. **Approval of Amended Head of School Job Description**

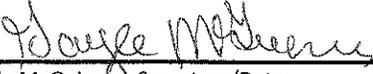
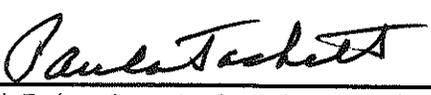
**By consensus of the Governing Council, it was agreed that the above items would be tabled until the next meeting.**

XI. **Adjournment**

Vickie Sewing

**Mary Sloane made a motion to adjourn the meeting. Trina Raper seconded the motion. The motion passed with a 6-0 unanimous vote.**

The meeting was adjourned at 4:08 pm.


8-5-14
 9/17/14

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Gayle McGuiness, Secretary/Date Paula Tackett, Governing Council, Secretary/Date

August 5, 2014 NMSA Charter School Governing Council Minutes

Date Approved: \_\_\_\_\_ Signatures: \_\_\_\_\_ Web page Post: \_\_\_\_\_