

NEW MEXICO SCHOOL FOR THE ARTS  
Governing Council Meeting

Monday, June 29, 2015 from 2pm-3:30 pm  
New Mexico School for the Arts—High School  
275 East Alameda  
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 meeting to order at 2:03 pm.

The School Mission Statement was read by Vickie Sewing.

**In attendance were NMSA Council Members:**

Sherry Thompson, Chair - via phone

Vickie Sewing, Vice Chair

Paula Tackett, Secretary

Greg Hunt, Treasurer

Catherine Oppenheimer, Member – via phone

Trina Raper, Member - Excused

**NMSA High School Staff Present:**

Cindy Montoya, Head of School

Gayle McGuiness, School Secretary

Christina Yamashiro, Business Manager

Jennifer Dominguez, Incoming Business Manager

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

**Paula Tackett made a motion to approve the Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 4-0.**

- 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 May 5, 2015 Meeting Minutes** Vickie Sewing

**Greg Hunt made a motion to approve the May 5, 2015 Governing Council Meeting Minutes. Paula Tackett seconded the motion. The motion passed with a unanimous vote of 4-0.**

- V. **Approval of May 19, 2015 Meeting Minutes** Vickie Sewing

**Paula Tackett made a motion to approve the May 19, 2015 Governing Council Meeting Minutes. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 4-0.**

Catherine Oppenheimer joined the meeting at 2:08 via phone.

- VI. **Approval of Title 2 Application** Christina Yamashiro
- Paula Tackett made a motion to approve the Title 2 Application. Sherry Thompson seconded the motion. The motion passed with a unanimous vote of 5-0.**
- VII. **Approval of Amended Salary Schedule** Vickie Sewing
- Greg Hunt made a motion to approve the Amended Salary Schedule. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 5-0.**
- VIII. **Approval of Reinstatement of Doddie Espinosa to the GC** Vickie Sewing
- Sherry Thompson made a motion to reinstate Doddie Espinosa as a member of the Governing Council. Greg Hunt seconded the motion. The motion carried with a unanimous vote of 5-0.**
- Her term will begin with the next Governing Council Meeting.**
- IX. **Approval of Recommendation of the Building Committee Hire SMA to complete a Phase 2 Environmental Study** Sherry Thompson
- Paula Tackett made a motion to approve the Building Committee Hire SMA to complete a Phase 2 Environmental Study. Greg Hunt seconded the motion. The motion carried with a unanimous vote of 5-0.**
- X. **Business Manager's Report** Christina Yamashiro
- Since the Finance Committee did not meet prior to this meeting, Christina Yamashiro has included the following Financial Statements with her report: Balance Sheet as of May 31, 2015; Statement of Revenues and Expenditures for the period ending May 31, 2015; Bank Reconciliation Report for April 30, 2015; Bank Register Activity for April 30, 2015; Bank Reconciliation Report for May 31, 2015; Bank Register Activity for May 31, 2015; Budget vs YTD Actual Detail for Operations and Food Service Funds as of June 23, 2015 and Budget vs YTD Actual for all funds as of June 23, 2015.
- Two Sprouts Farm, the only vendor interested in providing food services to NMSA, has been approved by PED. The vendor has an easier to use ordering system that allows for online payments.
- XI. **Approval of BARs**
- The maintenance BAR 509-000-1415-0031-M, submitted for approval, is to transfer \$10,000 from function 2600 to function 2500 to cover potential estimated expenditures by year end for a part-year additional Business Manager.**
- Greg Hunt made a motion to approve the BAR as submitted. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 6-0.**
- XII. **Approve July 2015 Meeting Date** Vickie Sewing
- No action was taken.**
- XIII. **Discussion of PEC Review Annual Reporting Requirement** Sherry Thompson
- Sherry Thompson stated that a formal presentation was made to the PEC. It was very favorable and she noted that all feedback and comments from them were positive.
- VIII. **Governing Council Training Hours** Cindy Montoya

Cindy Montoya reported to the council that all schools will be given a 'pass' this year regarding training hours do to NMCCS not having additional training opportunities available.

- XIV. Head of School Report Cindy Montoya
  - a. Enrollment Update

Sixty-nine students have accepted invitation for school year 2015-2016. To date, seven applicants have applied for a summer audition.

- b. Residential Program Update

NMSA has accepted seven new students, four girls and three boys, into the Residential Program. Twelve students will be returning, giving us a total of 19 students.

Training Hours: Cindy Montoya reported that the PEC review gave NMSA a "meets" on the Governing Council training hours requirement because of limited opportunities provided by the Coalition. All Governing Council members must meet the 5 hours of training prior to the start of the next school year. The Coalition is going to provide an online option soon.

PEC: The PEC Review was submitted through the WebEPSS portal on June 15. There are two areas of concern, one is the completion of the GC training hours for SY2014-15, and the other is the publication of the annual report. Each of these items will be followed up on.

PARCC: The results of the new standards assessments, PARCC, will not be available until December or January.

Technology Funds from SFPS: Santa Fe Public School allocated approximately \$29,000.00 to NMSA to provision classroom academic teachers with a computer work station, which will be ready for the start of the school year.

More information on additional items is provided in the Head of School Report.

- X. Executive Session Vickie Sewing
  - a. Facilities
  - b. Personnel

**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.

Sherry Thompson	<u> X </u> Yes	_____ No
Greg Hunt	<u> X </u> Yes	_____ No
Vickie Sewing	<u> X </u> Yes	_____ No
Paula Tackett	<u> X </u> Yes	_____ No
Catherine Oppenheimer	<u> X </u> Yes	_____ No

The Governing Council moved into Executive Session at 2:50 pm in order to discuss Facilities and Personnel.

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

A roll call was taken by Cindy Montoya.

Sherry Thompson	<u> X </u> Yes	_____ No
Greg Hunt	<u> X </u> Yes	_____ No
Vickie Sewing	<u> X </u> Yes	_____ No
Paula Tackett	<u> X </u> Yes	_____ No
Catherine Oppenheimer	<u> X </u> Yes	_____ No

Discussion in Executive Session concluded at 3:14 pm with only Facilities and Personnel being discussed. No action was taken.

XI. Adjournment

Vickie Sewing

**Paula Tackett made a motion to adjourn the meeting. Greg Hunt seconded the motion.**

**The motion passed with a 5-0 unanimous vote.**

The meeting was adjourned at 3:16 pm.

*Gayle McGinness* 8-4-15  
Gayle McGinness, Secretary/Date

*Paula Tackett* 8-4-15  
Paula Tackett, Governing Council, Secretary/Date

June 29, 2015 NMSA Charter School Governing Council Minutes

Date Approved: \_\_\_\_\_  
\_\_\_\_\_

Signatures: \_\_\_\_\_

Web page Post: