

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting

Tuesday, November 4, 2014, from 1:00-3:00 pm Meeting
New Mexico School for the Arts—High School
131 Nusbaum
Santa Fe, NM 87501

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 Sherry Thompson

Sherry Thompson called the Governing Council Meeting to order at 1:00 pm.

The School Mission Statement was read by Sherry Thompson.

In attendance were NMSA Council Members:

Sherry Thompson, Chair
Paula Tackett, Secretary
Greg Hunt, Treasurer
Trina Raper, Member

NMSA Council Members Absent:

Vickie Sewing, Vice Chair - Excused
Catherine Oppenheimer, Member - Excused
Doddie Espinosa, Member - Excused

NMSA High School Staff Present:

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

- II. Approval of Agenda Sherry Thompson

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

- III. Public Forum Sherry Thompson

Sherry Thompson asked if there were any individuals requesting a Public Forum.

No public were in attendance.

- IV. Approval of September 2, 2014 Meeting Minutes Sherry Thompson

Greg Hunt made a motion to approve the September 2, 2014 Governing Council Meeting Minutes. Trina Raper seconded the motion. The motion passed with a unanimous vote of 4-0.

- V. Approval of October 7, 2014 Meeting Minutes Sherry Thompson

Paula Tackett made a motion to approve the October 7, 2014 Governing Council Meeting Minutes. Greg Hunt seconded the motion. The motion passed with a unanimous vote.

- VI. Approval of October 13, 2014 Meeting Minutes Sherry Thompson

Paula Tackett made a motion to approve the October 13, 2014 Governing Council Meeting Minutes. Trina Raper seconded the motion. The motion passed with a unanimous vote.

VII. **Approval of Head of School Job Description** **Sherry Thompson**
Paula Tackett made a motion to approve the Head of School Job Description as amended. Trina Raper seconded the motion. The motion carried with a unanimous vote of 4-0.

VIII. **Approval of Head of School Contract** **Sherry Thompson**
Paula Tackett made a motion to approve the Head of School Contract subject to any final editorial corrections. Trina Raper seconded the motion. The motion carried with a unanimous vote of 4-0.

IX. **Approval of Amended Student Selection Policy** **Sherry Thompson**
Greg Hunt made a motion to approve the Amended Student Selection Policy as described and subject to any final editorial corrections. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 4-0.

X. **Head of School Report** **Cindy Montoya**

Cindy Montoya began by distributing several documents for the Council to review.

A. **Accreditation Update**

The NMSA Accreditation Team, which is led by Katy Phebus, attended training on October 23 and 24. Bi-weekly meetings will begin soon.

B. **AP Classes**

Although NMPED is increasing incentives for schools to increase AP course offerings, NMSA's policies do not support AP classes.

Ms. Montoya touched on several other topics that are included in her Head of School Report including the Safety Plan, AdvancEd, Early Graduation, 40 Day report cleanup, P Matthews Training, GCN, Artesia issue, and the Lease Extension.

X. **Action Items:**

- **Determination of GC Work Session Date and Time** **Sherry Thompson**

This item was tabled.

- **NMSA Transportation Charter Amendment** **Riis Gonzales/Cindy Montoya**

This item was tabled.

XI. **Business Manager Finance Report** **Christina Yamashiro**

A. **Financial Statements/Report**

The Finance Committee met prior to the Governing Council Meeting. Christina Yamashiro included the following documents with her report: Balance Sheet as of September 30, 2014, Statement of Revenues and Expenditures for the period ending September 30, 2014, and Budget vs YTD Actual as of October 24, 2014. There was discussion regarding the Facilities Maintenance Assessment Report received from PSFA.

Ms. Yamashiro also stated that NMSA recently submitted its 40th day membership count. She also reviewed recent activity that impacted this year's budget.

B. **Action Items**

a. **Approval of Bars**

The increase BAR 509-000-1415-0005-I, submitted for approval, is to increase the Private Grants fund due to a Lannan grant made to NMSA to support a creative writing program. This increase in the amount of \$6,700 will pay for a semester class taught by Monika Cassel.

The increase BAR 509-000-15415-006-M, submitted for approval, is to move funds from function 2600 to function 2100, to accommodate the hiring of a replacement counselor whose salary and benefits are higher than our former counselor.

Paula Tackett made a motion to approve the BARs as submitted. Trina Raper seconded the motion. The motion carried with a unanimous vote of 4-0.

XII. Committee Reports Sherry Thompson

There were no Committee Reports at this time.

XIII. Art Institute
A. Residential Update Cindy Montoya

There was nothing to report regarding the Residential Program.

B. Admissions Update Riis Gonzales

To date, NMSA has had twenty-five students apply for the 2015-16 School Year.

The Admissions Report also included updates on Shadow Students and Outreach events.

XIV. Executive Session Sherry Thompson
Facilities

Greg Hunt made a motion to go into Executive Session to discuss Facilities. Trina Raper 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
Trina Raper	<u>X</u> Yes	___ No
Paula Tackett	<u>X</u> Yes	___ No

The Governing Council moved into Executive Session at 3:01 pm in order to discuss Facilities.

Trina Raper 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
Trina Raper	<u>X</u> Yes	___ No
Paula Tackett	<u>X</u> Yes	___ No

Discussion in Executive Session concluded at 3:19 pm with only Facilities discussed. No action was taken.

XII. Adjournment Sherry Thompson

Trina Raper made a motion to adjourn the meeting. Greg Hunt seconded the motion.

The motion passed with a 4-0 unanimous vote.

The meeting was adjourned at 3:20 pm.

Gayle McGinness

Gayle McGinness, Secretary/Date

Paula Tackett

Paula Tackett, Governing Council, Secretary/Date

November 4, 2014 NMSA Charter School Governing Council Minutes

Date Approved: _____

Signatures: _____

Web page Post: _____