

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, January 13, 2016, from 3:00-5:00 pm Meeting
New Mexico School for the Arts—High School
202 E. Marcy St.
Santa Fe, NM 87501

Meeting Minutes - Draft

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 meeting to order at 3:05 pm.

- II. Reading of Mission Statement Sherry Thompson

The Mission Statement was read by Sherry Thompson.

In attendance were NMSA Council Members:

Sherry Thompson, Chair
Vickie Sewing, Vice Chair
Paula Tackett, Secretary
Trina Raper, Treasurer
Catherine Oppenheimer, Member
Doddie Espinosa, Member – via phone
Bill Beacham, Member

NMSA High School Staff Present:

Cindy Montoya, Head of School
Gayle McGuinness, School Secretary
Jolene Jaramillo, Business Manager, AptAbility
Cecile Hemez, Registrar

NMSA Art Institute Staff Present:

Riis Gonzales, Director

- III. **Approval of Agenda** **Sherry Thompson**

Paula Tackett made a motion to approve the Agenda. Vickie Sewing seconded the motion. The Council unanimously approved the motion.

- IV. Executive Session Sherry Thompson

- a. Personally Identifiable Information
b. Facilities

Vickie Sewing made a motion to go into Executive Session to discuss Facilities and Personally Identifiable Information. Bill Beacham seconded the motion.

A roll call was taken by Gayle McGuinness.

Sherry Thompson	<u>X</u> Yes	___ No
Trina Raper	<u>X</u> Yes	___ No
Paula Tackett	<u>X</u> Yes	___ No
Bill Beacham	<u>X</u> Yes	___ No

Catherine Oppenheimer	<u> X </u> Yes	___ No
Doddie Espinosa	<u> X </u> Yes	___ No
Vickie Sewing	<u> X </u> Yes	___ No

The Governing Council moved into Executive Session at 3:07 pm in order to discuss Facilities and Personally Identifiable Information.

Paula Tackett made a motion to exit Executive Session. Vickie Sewing seconded the motion.

A roll call was taken by Gayle McGuiness.

Sherry Thompson	<u> X </u> Yes	___ No
Trina Raper	<u> X </u> Yes	___ No
Paula Tackett	<u> X </u> Yes	___ No
Bill Beacham	<u> X </u> Yes	___ No
Catherine Oppenheimer	<u> X </u> Yes	___ No
Doddie Espinosa	<u> X </u> Yes	___ No
Vickie Sewing	<u> X </u> Yes	___ No

Discussion in Executive Session concluded at 3:30 pm with only Facilities and Personally Identifiable Information being discussed. No action was taken.

V. Public Forum **Sherry Thompson**

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

No public were in attendance.

VI. Approval of Meeting Minutes from December 9, 2015 **Sherry Thompson**

Catherine Oppenheimer made a motion to approve the December 9, 2015 meeting minutes as amended. Trina Raper seconded the motion. The Council unanimously approved the motion.

VII. OMA Resolution Approval **Sherry Thompson**

This item was tabled until the next Governing Council Meeting.

VIII. Annual Conflict of Interest **Sherry Thompson**

The Annual Conflict of Interest Policy and the Annual Conflict of Interest Statements were distributed to each Council Member. All Council members signed and returned their Statements.

IX. Annual MOU Approval and Renewal **Sherry Thompson**

This item was tabled until the next Governing Council Meeting.

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

a. PARCC Data Review

NMSA was awarded a School Grade of A for SY2014-15.

The Council was provided with NMSA's Current Standing in Reading and Math, School Growth and College and Career Readiness.

Edutopia, a company that showcases educational institutions that work, chooses 15 schools each year to highlight as a *Schools That Work*. NMSA has been interviewed and it is our hope that we will be one of those 15 schools.

Cecile Hemez – Exit Survey Data: Presentation of data on the students who have exited from NMSA. The information includes graduation, move to PED Schools, homeschool and GED.

The data shows an over-representation of 11th graders, students living outside of Santa Fe, and students in their second year of attendance. The data also show a slight over-representation of dancers and Native American students. Moving forward, an exit survey will be included in the withdrawal process to collect more detailed qualitative information about the reasons for the withdrawal.

The Council Members requested that it be noted that they are highly appreciative of the efforts of the NMSA Staff.

XI. Approval of Amended Bylaws Sherry Thompson

Paula Tackett made a motion to approve the Amended Bylaws. Trina Raper seconded the motion. The Council unanimously approved the motion.

XII. Approval of Amended Hiring Policy Sherry Thompson

Vickie Sewing made a motion to approve the Amended Hiring Policy. Trina Raper seconded the motion. The Council unanimously approved the motion.

XIII. Business Managers Report Jolene Jaramillo

a. Financial Packet

The Finance Committee met prior to the Governing Council meeting. A Financial Packet was distributed to each member of the Council

b. Bank Reconciliation & Statements

The Bank Reconciliation and Statements were distributed to each member of the council.

c. Approval of BARs

BARs:

- BAR 1516-0020-M \$0
- BAR 1516-0021-M \$0
- BAR 1516-0022-I \$1
- BAR 1516-0023-I \$210,000

Paula Tackett made a motion to approve the BARs as submitted. Bill Beacham seconded the motion. The Council unanimously approved the motion.

d. Approval of Accounts Payable & Payroll Liability Transactions

Catherine Oppenheimer made a motion to approve the Accounts Payable & Payroll Liability Transactions. Paula Tackett seconded the motion. The Council unanimously approved the motion.

e. Approval of Permanent Cash Transfer Request

This action item was removed, as it is not needed.

XIV. Admissions Update

Riis Gonzales

Riis Gonzales stated that to date, 81 applications have been received for SY 2016-16. It appears that we are on the same pace as last year. Our application deadline is February 5, 2016.

NMSA has hired a Native American Outreach Recruiter, Heather Townsend, to meet with students from seven pueblos. She is working with their Education Directors at each pueblo.

XV. Adjournment

Sherry Thompson

Paula Tackett made a motion to adjourn the meeting. Trina Raper seconded the motion.

The Council unanimously passed the motion.

The meeting was adjourned at 4:57 pm.

Gayle McGuinness, Secretary/Date

Paula Tackett, Governing Council, Secretary/Date

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Date Approved: _____ Signatures: _____ Web page Post: _____