

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, November 16, 2016, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
275 E. Alameda St. Room #116
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 Bill Beacham

Bill Beacham called the meeting to order at 3:08 pm.

- II. Reading of Mission Statement Bill Beacham

The Mission Statement was read by Bill Beacham.

- III. Governing Council Attendance as Reflected on Sign-In Sheet Bill Beacham

NMSA Council Members Present:

Bill Beacham, Chair
Vickie Sewing, Vice Chair
Paula Tackett, Secretary
Greg Hunt, Treasurer
Doddie Espinosa, Member

NMSA High School Staff Present:

Cindy Montoya, Head of School
Gayle McGuinness, School Secretary

NMSA Art Institute Board Member

Catherine Oppenheimer

- IV. Approval of Agenda Bill Beacham

Paula Tackett made a motion to approve the Agenda noting the intention to shift the Executive Session to the appropriate time as necessary. Vickie seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

Note: The Executive Session was not moved.

- V. Public Forum Bill Beacham

Bill Beacham asked if there were any individuals requesting a Public Forum.

No one from the public was in attendance.

- VI. Approval of Meeting Minutes from October 12, 2016 Bill Beacham

Paula Tackett made a motion to approve to approve the October 12, 2016 Meeting Minutes as corrected. Vickie Sewing seconded the motion. Bill Beacham asked if there was any further discussion

needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

VII. Approval of Amended Governing Council Terms & Tenure Bill Beacham

Vickie Sewing made a motion to approve the amended Governing Council Terms and Tenure. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

VIII. Approval of Amended Governing Council Meeting Dates Bill Beacham

Doddie Espinosa made a motion to approve to approve the Amended Governing Council Meeting Dates and Location. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

IX. Approval of Annual School Grade Report as Required by Law: NMSA 22-2C-11 Bill Beacham

Cindy Montoya was called upon to introduce the Annual School Grade Report. The report was published in Tumbleweeds.

Doddie Espinosa made a motion to approve to approve the Annual School Grade Report as required by law. Vickie Sewing seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

X. Business Managers Report Jolene Jaramillo

a. Approval of BARs

- 1617-0008-I 1100 – Operational Increase budget for Admin Pay \$4473 Revised
- 1617-00180IB – 31200 Lease Assistance – Initial Budget \$152, 036
- 1617-0019-M 11000 – Operational – Transfer within 1000 Function
- 1617-0020-M 11000 – Operational Transfer within 2XXX function
- 1617-0021-M 11000 – Operational Transfer within 3XXX Function

Greg Hunt made a motion to approve the BARs. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

b. Payroll & Accounts Payable Payment Vouchers

A detailed Payroll & Accounts Payable Payment Vouchers report was distributed to each member of the Council. A brief discussion followed.

c. Financial Statement Reports – as of September 30, 2016

i. September 2016

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

ii. Financial Analysis

Jolene Jaramillo, Business Manager, was unable to attend this meeting due to mandatory training. Cindy stated that we are still on track regarding our Fund Balance.

iii. Bank Reconciliations

The Bank Reconciliation and Statements were distributed to each member of the Council. review of the packet followed.

d. Other

i. Audit Update

The audit has been finalized.

XI. Head of School Report Cindy Montoya
a. Admissions and Residential Report

The Annual School Grade Report will be published in Tumbleweeds, as required by law.

XII. Discussion Items Cindy Montoya
a. Lease/Purchase

A lengthy discussion took place regarding the Lease/Purchase. Overall, everyone was satisfied by the input that NMSA received from the SFPS Board of Education, even though the result of the vote was not favorable to us.

b. Residential to Charter School

Discussions continue regarding the impact of moving the Residential Program to the School with NMSA-AI providing the financial support.

c. Wellness Plan

The Wellness Plan is in process. A team of faculty and staff, led by Cindy Montoya and Cecile Hemez, are working on the details.

XIII. Executive Session **Bill Beacham**
a. Facilities

It was decided that no Executive Session was necessary.

XIV. Adjournment Bill Beacham

Doddie Espinosa made a motion to adjourn the meeting. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

Bill Beacham declared the meeting adjourned at 5:03 pm.