

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Tuesday, December 13 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 - 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 Bill Beacham

Bill Beacham called the meeting to order at 3:03pm.

- II. Reading of Mission Statement Bill Beacham

The Mission Statement was read by Bill Beacham.

- III. Governing Council Attendance as Indicated 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
Jolene Jaramillo, Business Manager
Lisa Romero, Business Manager
Cecile Hemez, Registrar -STARS/Dual Credit/IDEAL-NM Site Coordinator- Safety Committee
Eric Crites, Principal
Denise Hinson, Creative Writing and Curriculum Support Specialist
Gayle McGuinness, Secretary

- IV. **Approval of Agenda** **Bill Beacham**

Vickie Sewing made a motion to approve the Agenda. 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.

- 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 November 16, 2016** **Bill Beacham**

Doddie Espinosa made a motion to approve the November 16, 2016 Meeting Minutes as amended. 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.

VII. Business Managers Report

Jolene Jaramillo

Jolene stated that the Finance Committee reviewed the BARs and Finances prior to the Governing Council Meeting.

a. Approval of BARs

<u>BAR #</u>	<u>Fund Description Type</u>	<u>Amount</u>
1 1617-0022-M	11000 – Operational Transfer within 1000 Function	\$
2 1617-0023-M	11000 – Operational Transfer within 3XXX Function	\$
3 1617-0024-T	11000 – Operational Transfer from 1000 to 2XXX Function	\$
4 1617-0026-D	14000 - Instructional Materials Decrease due to Special Session	\$ (1,345)

Greg Hunt made a motion to approve the BARs. 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.

b. Approval of Payroll and Accounts Payable Payment Vouchers

Paula Tackett mad a motion to approve Payroll and Accounts Payable Payment Vouchers. 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.

c. Financial Statement Reports – as of October 31, 2016

i. October, 2016

As of October 31, 2016, NMSA had an 8.63% Fund balance. This is due to changes in SEG allocation, T & E and Teacher license levels.

ii. Financial Analysis

The Finance Committee met prior to the Governing Council Meeting, at which time the analysis was discussed.

iii. Bank Reconciliations

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

d. Other

i. Explanation of BARs from November 16 Meeting

Jolene stated that the BAR in question was maintenance of Food Services

VIII. Head of School Report

Cindy Montoya

a. Student Achievement Data Presentation

Eric Crites & Cecile Hemez

Eric Crites and Cecile Hemez presented PARCC/SBA results; NM PED Quality of Education survey results; and PSAT/NMSQT results showing college readiness for 10th graders.

The School received an overall grade of A, and students showed growth in every category from the previous year.

NMSA's Graduation rate also increased from 2014 to 2015.

- b. Creative Writing/Tech Moodle Denise Hinson

Denise Hinson addressed the Council, stating that Moodle is an international open source learning management tool that also takes care of data analysis. Colleges are also using this platform and it works very well.

Creative Writing is being offered through IAIA. The classes are held on the NMSA Campus. Denise is very impressed with the amazing work that is being done by students. In January Carlos Contreras and Haakim Belamy will be guests for the program.

- c. Budget Plan Update Cindy Montoya

The Budget Plan update is addressed in the Head of School Report.

- d. Arts Fee Update Cindy Montoya

This topic is addressed in the Head of School Report.

- e. Exhibit C Lease Amendment Cindy Montoya

This item is addressed in detail in the Head of School Report.

- f. Other – As needed Cindy Montoya

Cindy Reported that she met with Secretary of Education Hannah Skandera along with the New Mexico Finance Authority in an effort to understand public funding options regarding new school construction.

There is a CRC (Citizens Review Committee) meeting on Wednesday evening, December 14. It is intended that Bill Beacham will address the committee during the Open Forum and present brief talking points.

- IX. Discussion Items Cindy Montoya

- a. New lease

Cindy is currently working on this with Slate Stern.

- b. Project Management Gayle McGuiness

This topic was tabled until January, 2017

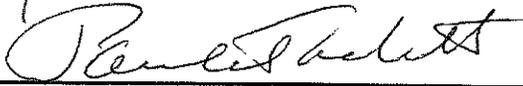
- X. Executive Session Bill Beacham
 - a. Facilities
 - b. Personnel

The Council did not deem it necessary to go in to Executive Session and the meeting.

- XI. Adjournment Bill Beacham

Vickie Sewing made a motion to adjourn the meeting. Doddie Espinosa 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 5:12 pm.

 1/25/17 

Gayle McGuinness, Secretary/Date

Paula Tackett, Governing Council, Secretary/Date

December 13, 2016 NMSA Charter School Governing Council Meeting Minutes