

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Tuesday, June 13, 2017, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
275 E. 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 Bill Beacham

Bill Beacham called the meeting to order at 3:11 pm.

- 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
Paula Tackett, Secretary
Greg Hunt, Treasurer
Doddie Espinosa, Member

NMSA Council Member Excused:

Vickie Sewing, Vice Chair

NMSA High School Staff Present:

Cindy Montoya, Head of School
Eric Crites, Principal
Liza Romero, Business Manager
Maria Fidalgo, Incoming Business Manager
Gayle McGuinness, Secretary

Special Guest

Michael Kaplan

- IV. Approval of Agenda Bill Beacham

Doddie Espinosa made a motion to approve the Agenda as amended by removing approval of Patty Matthews Agreement and Visions Contract from Consent Agenda. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- V. Approval and Welcome to Michael Kaplan as new Council Member Bill Beacham

Greg Hunt made a motion to approve Michael Kaplan as a Governing Council Member effective July 1, 2017. 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.

- VI. Public Forum Bill Beacham

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

No one from the public was in attendance.

VII. Approval of Meeting Minutes from May 9, 2017 **Bill Beacham**

Doddie Espinosa made a motion to approve the May 9, 2017 Meeting Minutes as amended. 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 Meeting Minutes from May 15, 2017 **Bill Beacham**

Doddie Espinosa made a motion to approve the May 15, 2017 Meeting Minutes. 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 Meeting Minutes from May 24, 2017 **Bill Beacham**

Greg Hunt made a motion to approve the May 24, 2017 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.

X. Business Manager's Report **Elizabeth Romero**

a. Consent Agenda: Approval of BARs

<u>BARs</u>	<u>BAR #</u>	<u>Fund</u>	<u>Description</u>	<u>Type</u>	<u>Amount</u>
1	1617-0058-M	29102-	Private Direct Transfer within 1000 function		\$ - 0
2	1617-0059-M	29102-	Private Direct Transfer within 2xxx function		\$ - 0

Greg Hunt made a motion to approve the BARs to approve the BARs. 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.

b. Approval of Payroll & Accounts Payable Payment Vouchers April, 2017

Greg Hunt made a motion to approve the Payroll and Accounts Payable Payment Vouchers. Doddie Espinosa seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. Greg Hunt reported that the Finance Committee reviewed the Payroll and Accounts Payable Payment Vouchers in advance of the meeting. The Council unanimously approved the motion.

c. Financial Statement Reports – as of April 30, 2017

i. Financial Analysis & Bank Reconciliations

The finance Committee reported that the analysis showed everything to be in order. The Bank Reconciliation and Statements were distributed to each member of the Council. A review of the packet by Liza Romero followed.

XI. Amended Certificate of Resolution – Number and Tenure **Bill Beacham**

Paula Tackett made a motion to approve the Amended Certificate of Resolution – Number and Tenure. Doddie Espinosa

- XII. Approval of Consent Agenda:** **Bill Beacham**
- a. Approval of Amended HR Manual – T & E and Grievance
 - b. Approval of IDEA-B Application SY17-18
 - c. Approval of Contract for School Lunch Provider
 - d. Approval of Counselor Substitute on Salary Schedule

Greg Hunt made a motion to approve the items listed on the Consent Agenda. 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.

XIII. Approval of Patty Matthews Agreement

Greg Hunt made a motion to approve the Patty Matthews Agreement. 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.

XIV. Approval of Visions Contract

Paula Tackett made a motion to approve the Visions Contract. 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.

XV. Approval of Transgender Bathroom Policy **Bill Beacham**

Paula Tackett made a motion to approve the Transgender Bathroom Policy. 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.

XVI. Approval of Carpet Replacement in Small Rehearsal Hall **Bill Beacham**

Paula Tackett made a motion to approve the replacement of carpet in the Small Rehearsal Hall. 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.

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

Cindy Montoya began her report by thanking the Council for the many opportunities presented to her over the years, and is looking forward to her new role with both institutions.

Cindy also touched briefly on all items in the Head of School report, which is attached to the Council packet.

XVIII. Executive Session **Bill Beacham**

- a. Personnel
- b. Facilities

Paula Tackett made a motion to go into Executive Session. Doddie Espinosa seconded the motion. The Council unanimously approved the motion.

A roll call was taken by Gayle McGuiness:

Greg Hunt	<u> X </u> Yes	<u> </u> No
Doddie Espinosa	<u> X </u> Yes	<u> </u> No
Bill Beacham	<u> X </u> Yes	<u> </u> No
Paula Tackett	<u> X </u> Yes	<u> </u> No

The Governing Council moved into Executive Session at 4:46 pm in order to discuss Personnel and Facilities.

Paula Tackett made a motion to exit Executive Session. 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.

A roll call was taken by Cindy Montoya:

Greg Hunt	<u> X </u> Yes	<u> </u> No
Doddie Espinosa	<u> X </u> Yes	<u> </u> No
Bill Beacham	<u> X </u> Yes	<u> </u> No
Paula Tackett	<u> X </u> Yes	<u> </u> No

Discussion in Executive Session concluded at 5:30 pm with only Personnel and Facilities being discussed. No action was taken.

XIX. Adjournment

Bill Beacham

Paula Tackett 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 5:31 pm.

Gayle McGuiness 8/8/17 *Paula Tackett*
Gayle McGuiness, Secretary/Date Paula Tackett, Governing Council, Secretary/Date