

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Tuesday, April 10, 2018, from 4:00 – 6:00 pm Meeting
New Mexico School for the Arts—High School
275 E. Alameda
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 4:07 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
Dr. Michael Kaplan, Vice Chair
Paula Tackett, Secretary
Greg Hunt, Treasurer
Doddie Espinosa

NMSA High School Staff Present:

Eric Crites, Head of School
Don Moya, Business Manager
Elizabeth Romero, Business Manager
Gayle McGuinness, Assistant Business Manager

NMSA Art Institute Staff Present:

Cindy Montoya, President

Public:

Maki Omori, NMSA Student

IV. **Approval of Agenda** Bill Beacham

Doddie Espinosa made a motion to approve the Agenda as amended, to table the following items to a future meeting not later than the regularly scheduled meeting on May 8, 2018: Item XII, XIII, XIV, and XVI. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed. The Council voted as follows: Doddie Espinosa, Yes; Paula Tackett, Yes; Bill Beacham, Yes; Greg Hunt, Yes; Dr. Kaplan, No. The motion carried by majority.

V. Public Forum Bill Beacham

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

was present.

VI. Student Achievement Presentation Eric Crites

Maki Omori was introduced by Eric Crites, who informed the Council that Maki is a Junior and enrolled in the Theater Department. Maki stated that she was the leader in organizing the 17-minute student walkout, and has attended a Santa Fe Public School Board Meeting, saying that Her actions were a result of the Parkland school shooting on February 14. She is also attending weekly meetings with our Santa Fe schools, included Santa Fe High, Desert Academy and Waldorf School.

Maki went into more detail regarding the student led walkout.

- Almost every NMSA student participated
- It was not about having fun
- Everyone remained silent for 17 minutes in honor of the 17 victims
- Students were joined by several members of the public that were walking by

She is currently organizing a student-led protest, “March 4 our lives” on April 19 at the State Capital.

VII. **Approval of Meeting Minutes from February 13, 2018** **Bill Beacham**

Dr. Kaplan made a motion to approve the February 13, 2018 Meeting Minutes with correction. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

VIII. **Approval of Meeting Minutes from March 13, 2018** **Bill Beacham**

Paula Tackett made a motion to approve the March 13, 2018 Meeting Minutes. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A brief discussion followed. The Council unanimously approved the motion.

- **It is noted that the Special Meeting did not take place, and items were moved to today’s regularly scheduled meeting.**

IX. Business Manager’s Report Don Moya

a. **Consent Agenda: Approval of BARs, Payroll Vouchers and AP Voucher**

BARs	BAR #	Fund	Description	Type	Amount
	509-000-1718-0014-I	Instructional	Employee Travel	Increase	\$182.00
	509-000-1718-0015-D	Instructional	Salary Expenses	Decrease	(\$825.00)
	509-000-1718-0016-I	Instructional	Salary Expenses	Increase	\$825.00

Dr. Kaplan made a motion to approve the above listed BARs, AP Vouchers for March, and Payroll Vouchers for March. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

Bill Beacham requested that the Business Managers research carry-over funds for SY15-16 that would have been recorded in SY16-17.

- b. Financial Statement Reports – Financial Analysis & Bank Reconciliations
August, September, October, 2017, November, 2017, December, 2018, January 2018, February 2018, March 2018

Don Moya stated that the Budget that appears in the system is 98% of what was approved by PED.

Greg Hunt stated that there are no Financial Statements as of yet, and it would take a lot of work on Don's part.

Don assured the Council that the budget would be fixed, BARs posted and the Budget would be ready by the end of April.

- c. Remaining Balances on all capital Outlay

Don indicated to the Council that this goes right along with what Greg stated. Greg requested that Don add a 'stem' at the end of each account code in order to identify it.

- d. Quarterly & Monthly Reports

Don stated that this requires uploading of Expenditures to the system, and that we have until April 30th to upload March.

- X. Preliminary Draft Budget hand out Bill Beacham

This Agenda item has been tabled at this time.

- XI. **Approval of Budget SY18-19** **Bill Beacham**

This Agenda item has been tabled at this time.

- XII. **Approval of IDEA-B Application** **Bill Beacham**

This item was moved to the May 8 Council Meeting

- XIII. **Approval of Master Calendar** **Bill Beacham**

This item was approved at the previous Governing Council Meeting on February 13

- XIV. **Approval of Salary Schedule** **Bill Beacham**

This Agenda item has been tabled at this time.

- XV. **Approval of Governing Council Terms and Offices** **Bill Beacham**

This item was discussed and Terms and Offices determined. The final updated document will

be presented for approval at the May 8 Council Meeting.

XVI. Head of School Report Eric Crites

Eric Crites gave a summary of his report to the Council. This report is included in the packed.

XVII. Admissions Report Cindy Montoya

The Admissions Report continues to be a work in progress. The highlights of the report were presented by Cindy. A copy is included in the packet.

XVII. President's Report Cindy Montoya

Cindy Montoya gave a review of the Lease Purchase Agreement to the Council.

XVIII. Executive Session Bill Beacham

a. Personnel

b. Facilities

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

A roll call was taken by Cindy Montoya

Bill Beacham	<u> X </u> Yes	_____ No
Greg Hunt	<u> X </u> Yes	_____ No
Dr. Michael Kaplan	<u> X </u> Yes	_____ No
Doddie Espinosa	<u> X </u> Yes	_____ No
Paula Tackett	<u> X </u> Yes	_____ No

The Governing Council moved into Executive Session at 6:11 pm in order to discuss Facilities and Personnel.

Bill Beacham exited the meeting during Executive Session.

Paula Tackett made a motion to exit Executive Session. Doddie Espinosa seconded the motion with no action on Personnel or Facilities. Dr. Kaplan 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	_____ No
Dr. Michael Kaplan	<u> X </u> Yes	_____ No
Doddie Espinosa	<u> X </u> Yes	_____ No
Paula Tackett	<u> X </u> Yes	_____ No

Discussion in Executive Session concluded at 6:30 pm with only Personnel and Facilities being discussed. No action was taken.

XIX. Adjournment

Dr. Kaplan

Doddie Espinosa made a motion to adjourn the meeting. Paula Tackett seconded the motion. Dr. Kaplan asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

Dr. Kaplan declared the meeting adjourned at 6:31 pm.

Gayle McGuinness, Secretary/Date

Paula Tackett, Governing Council, Secretary/Date

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