

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, June 12, 2019, from 3:00 – 5:00 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 3:05 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 & Roll Call Bill Beacham

Taken, and Introductions by non-Council Members

NMSA Council Members Present:

Bill Beacham, Chair
Dr. Michael Kaplan, Vice Chair
Paula Tackett, Secretary
Greg Hunt, Treasurer
Cynthia Nava

NMSA High School Staff Present:

Eric Crites, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Asst. Business Manager

NMSA Art Institute Staff Present:

Cindy Montoya, President

Public Present:

- IV. Approval of Agenda Bill Beacham

Dr. Kaplan made a motion to approve the Agenda as amended. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The motion carried.

- V. Public Forum Bill Beacham

Bill Beacham asked if any members of the public were in attendance. No public was present.

VI. Approval of Meeting Minutes from May 8, 2019 Bill Beacham

Paula Tackett made a motion to approve the May 9, 2019 Meeting Minutes as corrected. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

VII. Approval of Meeting Minutes from May 29, 2019 Special Meeting Bill Beacham

Greg Hunt made a motion to approve the May 29, 2019 Special Meeting Minutes as corrected. 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. Business Manager's Report Liza Romero

a. Consent Agenda: Approval of Budget Adjustment Requests (BARs), Payroll Vouchers and Accounts Payable (AP) Vouchers for May, 2019

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

b. Financial Statement Reports – Financial Analysis & Bank Reconciliations May, 2019

Liza guided the Council through the May check and non-check reports and also through the May Bank Reconciliations.

c. Remaining Balances on all capital Outlay

Liza provided a Projected Capital Resources that was included in the packet. A brief discussion followed.

d. Quarterly (February, May, August, November)

There are no updates at this time. It was request that this item only appear when reports are due.

e. Update on status of reimbursement for Puente Para los Niños

Eric Crites stated that we have reached out to our attorney for advice and it was suggested that we request a meeting with the Deputy Secretary. Eric will follow up.

f. Update on RfRs

Liza is currently working on RfRs. Several have been submitted.

- IX. Discussion and Approval of Investment Policy** **Bill Beacham**
- Paula Tackett made an amended motion to approve an Investment Policy using the recommended sweep account and directing the Business Manager to so implement. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed. The Council unanimously approved the motion. Approval of the final policy will appear on the August Agenda.
- X. Action Item: Naming Convention** **Cindy Montoya**
- This item was tabled until the August meeting.
- XI. Consent Agenda: Approval of Title I, Title II and Title IV Applications** **Bill Beacham**
- Cynthia Nava made a motion to approve Title I, Title II and Title IV Applications. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.
- XII. Approval of Public Charter Schools of New Mexico Membership SY19-20** **Bill Beacham**
- Greg Hunt made a motion to approve the membership with Public Charter School of New Mexico for the 2019-2020 School Year. Cynthia Nava seconded the motion. A discussion followed. The Council voted as follows:
- In Favor: Cynthia Nava and Greg Hunt**
Opposed: Paula Tackett and Dr. Kaplan
- Bill Beacham broke the tie, voting in favor of the membership.**
- XIII. Update on Charter Contract with Public Education Commission (PEC)** **Eric Crites**
- Eric went over the details that were included in the packet of the May meeting, focusing particularly on Math and Reading Proficiency.
- There is a meeting on Friday, June 14 with the Public Education Commission on the acceptance or denial of our Charter Contract.
- XIV. Update of Furniture, Fixtures & Equipment for New Campus** **Eric Crites**
- All furniture orders were submitted approximately 10 days ago with the exception of the Media Lab. We are on target regarding expenses. The cost of window blinds for the school will be approximately \$60,000.
- XV. Head of School Report** **Eric Crites**
- Eric briefed the Council on the topics that are included in his attached Head of School Report.

XVI. Admissions Report Cindy Montoya

Cindy Montoya said that although the selection process still needs some work, she felt that it was a big improvement and many barriers have been removed. Changes are also being made regarding the way we do outreach.

XVII. President's Report Cindy Montoya

A new Dance Chair has been hired. They have experience working with high school students. Interviews will be taking place in the next few weeks for the Jazz Teacher position.

XVIII. Executive Session **Bill Beacham**

Executive Session was not needed at this time.

XIX. Adjournment **Bill Beacham**

Paula Tackett made a motion to adjourn the meeting. Dr. Kaplan 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 4:41 pm.

Gayle McGuiness, Assistant Business Manager/Date

Paula Tackett, Governing Council, Secretary/Date

June 12, 2019 NMSA Charter School Governing Council Meeting Minutes