

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, June 3, 2020, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
Via Google Hangouts: meet.google.com/sut-ique-eka
Phone Numbers
(US)+1 919-891-3530
PIN: 364 827 538#

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 3:09 pm

II. Reading of Mission Statement **Bill Beacham**

Bill Beacham read the Mission Statement to the Council.

III. Governing Council Attendance as Indicated on Sign-In Sheet & Roll Call **Bill Beacham**

NMSA Council Members Present via Google Hangouts:

Bill Beacham, Chair
Dr. Michael Kaplan, Vice Chair
Paula Tackett, Secretary
Cynthia Nava
Trina Raper

NMSA High School Staff Present via Google Hangouts:

Eric Crites, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Asst. Business Manager
Nathan Rubinfeld, Executive Administrative Asst.

Art Institute Staff Present via Google Hangouts:

Cindy Montoya, President

IV. Approval of Agenda **Bill Beacham**

Paula Tackett made a motion to approve the Agenda. Dr.Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion.

Roll call was taken by Gayle McGuinness:

Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – not yet in attendance

Cynthia Nava – not yet in attendance

The motion carried.

- V. Public Forum Bill Beacham**

Bill Beacham asked if there were any members of the public present. No members of the public were present.

- VI. Approval of Meeting Minutes from May 13, 2020 Bill Beacham**

Paula Tackett made a motion to approve the May 13, 2020 Meeting Minutes. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion.

Roll call was taken by Gayle McGuiness:

**Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Not yet in attendance
Cynthia Nava – Not yet in attendance**

The motion carried.

- VII. Approval of Special Meeting Minutes from May 21, 2020 Bill Beacham**

Dr. Kaplan made a motion to approve the May 21, 2020 Special Meeting Minutes. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion.

Roll call was taken by Gayle McGuiness:

**Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Not yet in attendance
Cynthia Nava – Not yet in attendance**

The motion carried.

- VIII. Business Manager’s Report Liza Romero**

- a. Consent Agenda: Approval of BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for May, 2020**

Dr. Kaplan made a motion to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for May, 2020. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A brief discussion followed.

Roll call was taken by Gayle McGuiness:

Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes

The motion carried.

b. Financial Statement Reports – Financial Analysis & Bank Reconciliations May, 2020

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

A report is included in this packet.

IX. Action Item: Residential Program

Bill Beacham

Dr Kaplan made a motion to approve the recommendation put forth by Cindy Montoya and Eric Crites regarding the Residential Program for SY20-21. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A lengthy discussion followed.

Dr. Kaplan made an amended motion that the Council approve the suspension of the Residential Program for SY20-21 (1 year) based on health information relating to COVID-19. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was needed.

Roll call was taken by Gayle McGuiness:

Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes

The motion carried.

X. Approval of Enrollment Cap Amendment Request

Eric Crites

Trina Raper made a motion to approve the Enrollment Cap Amendment Request increasing the cap from 300 students to 500 students. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A brief discussion followed.

Roll call was taken by Gayle McGuiness:

Bill Beacham – Yes
Dr. Kaplan - Yes

Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes

The motion carried.

- XI. Consent Agenda: Approval of Title I, Title II, Title IV, and IDEA-B, ESSER Fund Applications, Initial Budget BAR for 2019-20, Initial Budget Amount for 2020-21 Eric Crites

Paula Tackett made a motion to approve Title I, Title II, Title IV, and IDEA-B, ESSER Fund Applications, the Initial Budget BAR for 2019-20, and the Initial Budget Amount for 2020-21. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A brief discussion followed.

Roll call was taken by Gayle McGuinness:

Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes

The motion carried.

- XII. Action Item: Approval of Purchases Exceeding \$5,000 of Technology, Equipment, Supplies, and Furniture. Eric Crites

Dr. Kaplan made a motion to approve purchases exceeding \$5,000 of Technology, Equipment, Supplies, and Furniture. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A brief discussion followed.

Roll call was taken by Gayle McGuinness:

Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes

The motion carried.

- XIII. Status of Phase II Construction Paula Tackett

Paula advised the Council that demolition is still moving along. Eric was able to provide photos of the work. They are currently on or ahead of schedule. Colleen Gavin with JenkinsGavin is working on a solution for additional student restrooms.

- XIV. Head of School Report Eric Crites

Eric briefed the Council on the topics that are included in his attached Head of School Report.

XV. Admissions Report **Cindy Montoya**

Cindy reported that since the last regular Council Meeting, no additional students have declined their acceptance. Current enrollment stands at 307 and Creative Writing still has openings.

XVI. President's Report **Cindy Montoya**

Cindy indicated that she and Paula are currently working on the MOU between the Art Institute and the Charter School in addition to the Lease Agreement. Cindy is continuing to work on the Art Institute Budget.

XVII. Executive Session **Bill Beacham**

- a. Personnel**
- b. Facilities**

No Executive Session was needed at this time.

XVIII. Adjournment **Bill Beacham**

Dr. Kaplan made a motion to adjourn the meeting. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further Discussion was necessary.

Roll call was taken by Gayle McGuiness:

**Bill Beacham – Yes
Dr. Kaplan - Yes
Paula Tackett – Yes
Trina Raper – Yes
Cynthia Nava - Yes**

The motion carried.

Bill Beacham declared the meeting adjourned at 5:06 pm.

Gayle McGuiness, Assistant Business Manager/Date

Paula Tackett, Governing Council, Secretary/Date

June 3, 2020 NMSA Charter School Governing Council Meeting Minutes