

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, August 21, 2019, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
500 Montezuma Ave.
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 3:19 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 Taken, and Introductions by non-Council Members Bill Beacham

NMSA Council Members Present:

Bill Beacham, Chair
Dr. Michael Kaplan, Vice Chair – via phone
Paula Tackett, Secretary
Cynthia Nava

NMSA High School Staff Present:

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

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

Cynthia Nava made a motion to approve the Agenda as amended. Paula Tackett 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 there were any members of the public present. No members of the public were present.

- VI. **Approval of Meeting Minutes from June 12, 2019** **Bill Beacham**

Paula Tackett made a motion to approve the June 12, 2019 Meeting Minutes. Cynthia Nava 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 July 26, 2019 Special Meeting Bill Beacham

Dr. Kaplan made a motion to approve the July 26, 2019 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. Approval of Meeting Minutes from August 14, 2019 Special Meeting Bill Beacham

Dr. Kaplan made a motion to approve the August 14, 2019 Meeting Minutes as corrected. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

IX. Business Manager’s Report Liza Romero

a. Approval of Budget Adjustment Requests (BARs)

| BAR# | Fund | Fund Description | Type | Reason | Amount |
|--------------|-------|-------------------------|----------------|--------------------|--------|
| 1920-0001-IB | 14000 | Instructional Materials | Initial Budget | Initial Allocation | 20,999 |

Cynthia Nava made a motion to approve the above listed BAR. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

b. Consent Agenda: Approval Payroll Vouchers and Accounts Payable (AP) Vouchers for June and July, 2019

Paula Tackett made a motion to approve the Payroll Vouchers and Accounts Payable (AP) Vouchers for June and July, 2019. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

c. Financial Statement Reports – Financial Analysis & Bank Reconciliations June & July, 2019

Liza guided the Council through the February check and non-check reports and also through the June and July Bank Reconciliations.

d. Remaining Balances on all capital Outlay

A report is included in this packet.

X. Discussion and Approval of Investment Policy Bill Beacham

The Policy was read aloud.

Cynthia Nava made a motion to approve the Investment Policy. Paula Tackett 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.

- XI. Action Item: Naming Convention Cindy Montoya

This item was tabled until the September meeting.

- XII. Consent Agenda: Approval of Title IX Assurances Bill Beacham

Dr. Kaplan made a motion to approve the Title IX Assurances. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XIII. Approval of Committee Memberships for SY19-20 Bill Beacham

Paula Tackett made a motion to table Committee Memberships for SY19-20 until the September meeting. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XIV. Approval of Amended Student Selection Policy Eric Crites

Paula Tackett made a motion to approve the Amended Student Selection Policy. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XV. Approval of Revised 2019-2020 School Calendar Eric Crites

Dr. Kaplan made a motion to approve the Revised 2019-2020 School Calendar. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XVI. Approval of Amended Employee Handbook Eric Crites

Paula Tackett made a motion to approve the Amended Employee Handbook. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XVII. Action Item: Approval of New Governing Council Member Bill Beacham

Paula Tackett made a motion to table the approval of a new Governing Council Member until the September meeting. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

XVIII. Approval of Amended Graduation Policy **Eric Crites**

Paula Tackett made a motion to approve the Amended Graduation Policy. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

XIX. Action Item: Acceptance of RfP (Request for Proposal) for Project Development Rights Assigned to NMSA from NMSA-Art Institute **Bill Beacham**

Paula Tackett made a motion to approve the Acceptance of RfR for Project Development Rights Assigned to NMSA for NMSA-AI. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

XX. Update on Selection Committee for RfP **Bill Beacham**

This item will be updated at the September Meeting.

XXI. Discussion: Residential Program Management – Shift from Art Institute to Charter School **Bill Beacham**

This is an ongoing discussion item. The shift will take place and this item will appear on the September meeting agenda.

XXII. Head of School Report **Eric Crites**

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

XXIII. Admissions Report **Cindy Montoya**

Not available.

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

Not given at the meeting.

XXV. Executive Session **Bill Beacham**

Executive Session was not needed at this time.

XVII. 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. The Council unanimously approved the motion.

Bill Beacham declared the meeting adjourned at 4:31 pm.

Gayle McGuiness, Assistant Business Manager/Date

Paula Tackett, Governing Council, Secretary/Date

August 21, 2019 NMSA Charter School Governing Council Meeting Minutes