

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting  
**Wednesday, December 16, 2020, from 3:00 – 5:00 pm Meeting**  
New Mexico School for the Arts—High School  
Zoom Meeting

<https://zoom.us/j/97313845009?pwd=cFZtRENkUWVVEVmFNK2krdXVzM0xWQT09>

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 3:04 pm

II. Reading of Mission Statement Bill Beacham

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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 Zoom Meeting:**

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

**NMSA High School Staff Present via Zoom Meeting:**

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

**Art Institute Staff Present via Zoom Meeting:**

Cindy Montoya, President

**Public Present via Zoom Meeting:**

Lucy Shattuck

IV. Approval of Agenda Bill Beacham

Dr. Kaplan made a motion to approve the Agenda as amended. Trina Raper 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 – Yes  
Cynthia Nava – Yes

The motion carried.

**V. Public Forum**

**Bill Beacham**

a. Lucy Shattuck

Eric Crites introduced Lucy Shattuck, a New Mexico School for the Art Senior in the Theater Department. Eric had previously shared a video produced by Lucy titled “The One Child Policy,” and informed them that she is the recipient of the Davis Scholarship.

Lucy shared that “The One Child Policy” project was a difficult topic for her to learn about and she plans on expanding on it for her Senior Project.

She spoke about the level of stress she encountered while in the process of applying for the Davis Scholarship, sharing that she had to write a lot of essays. In addition, she was simultaneously working on financial aid and other college applications.

The Council congratulated Lucy on her excellent video and for being named one of two New Mexico School for the Arts students awarded the Davis Scholarship.

**VI. Approval of Meeting Minutes from November 18, 2020**

**Bill Beacham**

**Cynthia Nava made a motion to approve the November 18, 2020 Meeting Minutes as corrected. 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 – Yes  
Cynthia Nava – Yes**

**The motion carried.**

**VII. Business Manager’s Report**

**Eric Crites**

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

**Dr. Kaplan made a motion to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for November, 2020. 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 McGuiness:**

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

**The motion carried.**

The finance committee chair reported that the finance committee met on December 18, 2020 and reviewed the following documents:

Balance Sheet Report – 2020 11	Check Listing 11 2020
Expenditure Report – 2020 11	Non-Check Listing 11 2020
Money Market Bank Reconciliation Report 2020 11	
Operational – Bank Reconciliation Report 2020 11	
Payroll 9	Payroll 10
Revenue Report – 2020 11	RfR Summary Report
BAR 2021-0018-IB	AP Disbursement Detail Listing

The finance committee did not detect any irregularities.

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

Covered in above motion.

- c. Remaining Balances on all capital Outlay

A report is included in the packet

**VIII. Approval of Date for Work Session with New Mexico School for the Arts – Art Institute Board of Trustees** **Bill Beacham**

Paula Tackett made a motion to approve the date of January 20, 2021 at 10:00 am as a work session with the New Mexico School for the Arts – Art Institute Board of Trustees. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A 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.

**IX. Approval of Learning Mode Plan for Quarter 3** **Bill Beacham**

Trina Raper made a motion to approve the Learning Mode Plan for Quarter 3. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A 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.**

**X.** Status of Phase II Construction Paula Tackett

Paula Tackett stated that construction is still moving along. Current activities included researching estimates on furnishings. Budget-wise we are on track. The expectation is that by May the shell and the outdoor space will be completed, and we will have usable space for the 2021-2022 school year.

**XI.** Update on School Year 2020-2021 Eric Crites

Covered in attached Head of School Report.

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

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

**XIII.** Admissions Report Cindy Montoya

Cindy Montoya share that as of today, 50 student applications have been received, compared to 39 at this time last year. We anticipate having 320 students for Fall, 2021. Seventeen virtual classes are available, and New Mexico School for the Deaf has shown interest in accessing those videos.

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

Cindy Montoya stated that COVID-19 has had an impact on the economy and our donors, but we are currently on-track to meet our revenue goals.

**XV. Executive Session Bill Beacham**  
**a. Personnel**  
**b. Facilities**

**Mr. Beacham stated: We are now going to leave the general meeting to go into an Executive Session pursuant to the Open Meetings Act, section 10-15-1H(2) for limited Personnel matters and section 10-15-1H(8), for discussion of matters dealing with real property. Due to virtual meeting technological issues, we will be adjourning this meeting at the end of the executive session.**

The Governing Council moved into Executive Session at 4:35 pm order to discuss Personnel and Facilities.

Discussion in Closed Session concluded 4:52 pm with limited Personnel and Facilities being discussed.

**XVI. Adjournment**

**Bill Beacham**

**Adjournment was done by consensus.**

Bill Beacham declared the meeting adjourned at 4:53 pm.

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Gayle McGuiness, Assistant Business Manager/Date

Paula Tackett, Governing Council, Secretary/Date

December 16, 2020 NMSA Charter School Governing Council Meeting Minutes