

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting  
**Wednesday, March 10, 2021, from 10:00 am – 12:00 pm Meeting**  
New Mexico School for the Arts—High School  
Join Zoom Meeting  
<https://zoom.us/j/92607783797?pwd=eGRDVHZEbkt2Qk5JVmpuU3VzSTQzdz09>  
Meeting Minutes - Approved

*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 10:08 am

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 Zoom Meeting:**

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

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

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

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

Cindy Montoya, President

**Public Present via Zoom Meeting:**

Yvette Martinez, Parent & Member of Parent Association

IV. Discussion and Possible Action on the Agenda **Bill Beacham**

**Paula Tackett made a motion to discuss and approve the Agenda as amended. Cynthia Nava 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  
Cynthia Nava - Yes**

**The motion carried**

- V. Public Forum **Bill Beacham**

Yvette Martinez introduced herself to the Council. In addition to being a teacher at Santa Fe Indian School, she has a son attending NMSA who is in the 10<sup>th</sup> grade and in the Music Department.

- VI. **Discussion and Possible Action on Meeting Minutes from February 17, 2021**  
**Bill Beacham**

**Dr. Kaplan made a motion to discuss and to discuss and approve the February 17, 2021 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  
Cynthia Nava - Yes

**The motion carried.**

- VII. Business Manager's Report Liza Romero

- a. **Consent Agenda: Discussion and Possible Action on BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for February, 2021**

**Cynthia Nava made a motion to discuss and approve the BARs, Payroll Vouchers and Accounts Payable (AP) Vouchers for February, 2021. 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.**

The finance committee chair reported that the finance committee met on February 17, 2021 and reviewed the following documents:

Balance Sheet Report – 2021 02	Check Listing 2021 02
Expenditure Report – 2021 02	Non-Check Listing 2021 02
Money Market Bank Reconciliation Report 2021 02	
Operational – Bank Reconciliation Report 2021 02	

Payroll 15  
Revenue Report – 2020 02  
BAR 2021-0029-I  
BAR 2021-0031-I  
AP Disbursement Detail Listing

Payroll 16  
RfR Summary Report  
BAR 2021-0030-I  
BAR 2021-0032-I

The finance committee did not detect any irregularities.

- b. Remaining Balances on all capital Outlay

A report is included in the packet

VIII. Discussion and Possible Action on the School Year Calendar 2021-2022

Eric Crites

Dr. Kaplan made a motion to discuss and approve the School Year Calendar 2021-2022. Paula Tackett 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  
Cynthia Nava - Yes

The motion carried.

IX. Discussion and Possible Action on the Public Education Department of New Mexico's recommendation for schools to reopen by April 5, 2021

Bill Beacham

Dr. Kaplan made a motion to discuss and approve the Public Education Department of New Mexico's recommendation for schools to reopen by April 5, 2021. 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 (with much reluctance)  
Paula Tackett – Yes  
Cynthia Nava - Yes

The motion carried.

X. Discussion and Possible Action on Purchases Over \$5,000 to Support School Reentry

Eric Crites

Paula Tackett made a motion to discuss and approve the purchases over \$5,000 to Support School Reentry. 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  
Cynthia Nava - Yes

The motion carried.

**XI. Discussion and Possible Action on Dual-Credit Course Credit Eric Crites**

Dr. Kaplan made a motion to discuss and approve the Dual Course Credit. Paula Tackett 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  
Cynthia Nava - Yes

The motion carried.

**XII. Discussion and Possible Action on Approval of Revised COVID-19 Policies Eric Crites**

Paula Tackett made a motion to table the discussion regarding the approval of the revised COVID-19 Policies. 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  
Cynthia Nava - Yes

The motion carried.

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

Construction continues to move along. The bathrooms are nearly complete, eliminating the need to use portable restrooms. Landscaping will commence on March 15<sup>th</sup>, which is ahead of schedule. Striping will take place by April 1<sup>st</sup> so that we are ready for inspection. Some temporary walls will be erected in the building so that construction can continue while school is

in session.

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

This item was covered extensively under Item IX.

- 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 and President's Report Cindy Montoya

Cindy reported that auditions have been completed. Department Chairs are now collating the information for Eric and Cindy to review the recommendations that were made.

Cecile Hemez compiled a list of students that live in Santa Fe, but outside of the City Limits in order to obtain a more representative view of our demographics.

Francesca Rodriguez, our Admissions Director since 2015, has tendered her resignation.

Installation of Donor Signage, designed by Karina Hean, has started. These signs are in recognition of the work by members of the Board of Directors – Art Institute, Governing - Council Charter School and those on the Construction Committee.

- XVII. Closed 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**  
**Bill Beacham**

**Paula Tackett made a motion to close the meeting 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. Dr. Kaplan seconded the motion. The Council unanimously approved the motion.**

A roll call was taken by Eric Crites:

Cynthia Nava - Yes

Paula Tackett - Yes

Bill Beacham - Yes

Dr. Kaplan - Yes

The Governing Council moved into Executive Session at 12:21 pm order to discuss Personnel and Facilities.

**Cynthia Nava made a motion to go out of Closed Session with no action on limited Personnel matters and discussion on matters dealing with real property. Dr. Kaplan seconded the motion.**

A roll call was taken by Eric Crites

Cynthia Nava - Yes

Paula Tackett - Yes

Bill Beacham - Yes

Dr. Kaplan - Yes

Discussion in Closed Session concluded at 12:30 pm with limited Personnel and acquisition of real property being discussed.

**XVIII. Adjournment**

**Bill Beacham**

**Cynthia Nava made a motion to adjourn the meeting. Paula Tackett 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 Eric Crites:**

**Bill Beacham – Yes**

**Dr. Kaplan – Yes**

**Paula Tackett – Yes**

**Cynthia Nava - Yes**

**The motion carried.**

Bill Beacham declared the meeting adjourned at 12:32 pm.



Gayle McGuinness, Assistant Business Manager/Date

4/21/21



Paula Tackett, Governing Council, Secretary/Date

March 10, 2021 NMSA Charter School Governing Council Meeting Minutes