

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, June 16, 2021, from 3:00 pm to 5:00 pm
New Mexico School for the Arts—High School
500 Montezuma Ave., Santa Fe, NM 87501
Meeting Minutes - draft

Join Zoom Meeting <https://zoom.us/j/9287350097>

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 3:12 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:

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

NMSA High School Staff:

Eric Crites, Head of School
Liza Romero, Business Manager
Cecile Hemez, Director of Operations
Marie Tapia, Asst. Business Manager

NMSA Art Institute Staff:

Cindy Montoya, President

Public:

Yvette Martinez

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

Bill presented the Agenda and said he would entertain a motion on this item.

Trina Raper moved to approve the Agenda as amended. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any discussion on the motion. Seeing none, he asked Marie to take the roll.

Roll call was taken by Marie Tapia:

Bill Beacham - Yes

Dr. Kaplan - Yes

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

The motion carried.

- V. Public Forum Bill Beacham**

Bill Beacham asked if there were any members of the Public present. Yvette Martinez from the Parent Association was in attendance to observe.

- VI. Discussion and Possible Action on Meeting Minutes from May 19, 2021 Bill Beacham**

Bill presented the Meeting Minutes and said he would entertain a motion on this item.

Cynthia Nava made a motion to approve the Meeting Minutes from May 19, 2021 as corrected. Paula Tackett seconded the motion. Bill Beacham asked if there was any discussion on the motion. There was a brief discussion.

Roll call was taken by Marie Tapia:

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

The motion carried.

- VII. Discussion and Possible Action on Special Meeting Minutes from June 2, 2021 Bill Beacham**

Bill presented the Meeting Minutes and said he would entertain a motion on this item.

Dr. Kaplan made a motion to approve the Meeting Minutes from June 2, 2021. Cynthia Nava seconded the motion. Bill Beacham asked if there was any discussion on the motion. After a brief discussion it was determined that no corrections were needed.

Roll call was taken by Marie Tapia:

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

The motion carried.

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

- a. Discussion and Possible Action on BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers**

and Bank Reconciliations for May, 2021

Liza Romero, the Business manager presented the report on the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for April, 2021

Bill said he would entertain a motion on this item.

Trina Raper made a motion to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for May 2021. Dr. Kaplan seconded the motion.

A discussion followed.

The finance committee chair reported that the finance committee met on June 16, 2021 and reviewed the following documents:

Balance Sheet Report – 2021 05	Check Listing 2021 05
Expenditure Report – 2021 05	Non-Check Listing 2021 05
Money Market Bank Reconciliation Report 2021 05	
Operational – Bank Reconciliation Report 2021 05	
Payroll 21	Payroll 22
Revenue Report – 2020 05	RfR Summary Report
AP Disbursement Detail Listing	
BAR 2021-0057-M	BAR 2021-0058-M
BAR 2021-0059-M	BAR 2021-0060-M
BAR 2021-0061-M	BAR 2021-0062-M
BAR 2021-0063-M	BAR 2021-0064-IB

The finance committee did not detect any irregularities. There being no further questions or discussion, the Chair asked for the roll call.

Roll call was taken by Marie Tapia:

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

The motion carried.

b. Remaining Balances on all capital Outlay

Liza Romero, the Business Manager prepared a report which is included in this packet.

IX. Head of School Evaluation **Bill Beacham**

Thanked Eric on behalf of board for success of school and how it excelled during the pandemic.

X. Discussion and Possible Action on the Second Amendment to the Lease with Right of

Conversion Dated June 1, 2019

Eric Crites

Eric Crites presented the above item. Bill said he would entertain a motion on this item.

Paula Tackett made a motion to approve the Second Amendment to the Lease with Right of Conversion Dated June 1, 2019 of 500 Montezuma Avenue. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. There was no discussion needed on this item.

Roll call was taken by Marie Tapia:

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

The motion carried.

- XI. Discussion and Possible Action on Title I, Title II, Title IV, and ARP ESSERIII Federal Program Applications Eric Crites**

Eric Crites presented the above item. Bill said he would entertain a motion on this item.

Paula Tackett made a motion to approve the Title I, Title II, Title IV, and ARP ESSERIII Federal Program Applications. Cynthia Nava seconded the motion.

Bill Beacham asked if there was any further discussion needed on the motion. There was a brief discussion.

Roll call was taken by Marie Tapia:

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

The motion carried.

- XII. Discussion and Possible Action on Financial Services Agreement Eric Crites**

Eric Crites presented the above item. Bill said he would entertain a motion on this item.

Dr. Kaplan made a motion to approve the Financial Services Agreement. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No discussion needed on this item.

Roll call was taken by Marie Tapia:

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

The motion carried.

XIII. Discussion and Possible Action on Cafeteria Naming Bill Beacham

Bill Beacham presented the above item, and then said he would entertain a motion on this item.

Paula Tackett made a motion to approve the Cafeteria Naming. Trina Raper seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. Brief discussion followed.

Roll call was taken by Marie Tapia:

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

The motion carried.

XIV. Discussion and Possible Action on Purchases Over \$5,000 Eric Crites

Eric Crites presented the above item. Bill said he would entertain a motion on this item.

Dr. Kaplan made a motion to approve Purchases Over \$5,000. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No discussion needed on this item.

Roll call was taken by Marie Tapia:

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

The motion carried.

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

This item was tabled until the next meeting.

XVI. Status of Phase II Construction Paula Tackett

Paula discussed the following:

- Decorative panel
- Folding glass wall needs to be fixed
- Change order needed
- If all goes well, should be done in 4 months

XVII. Head of School Report Eric Crites

- a. Kudos
- b. School Year Updates
- c. Legislative/PED/PEC Updates
- d. Culturally & Linguistically Responsive Instruction
- e. Safety
- f. Staffing
- g. Facilities

Eric touched on all of the above topics. A complete report is included in the Governing Council documents for this meeting.

XVIII. Admissions Report Cindy Montoya

Cindy reported NMSA received 185 applications. Of that, 25% were boys, 75% were girls, and 175 from Santa Fe. They were 107 offers made to prospective students 7 of those offers were declined. The goal is 330 + a waiting list by August 9th. They are interviewing for outreach position.

XIX. President's Report Cindy Montoya

No Report

XX. 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.

Mr. Beacham indicated a need to leave the general meeting and go into an Executive Session pursuant to the Open Meetings Act, limited Personnel matters and for discussion of matters dealing with real property and entertained a motion to that effect.

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
Trina Raper - Yes

The Governing Council moved into Executive Session at 4:52pm to discuss Personnel and Facilities.

Discussion on limited Personnel and acquisition of real property being discussed in Closed Session concluded at 5:28pm.

Paula Tackett made a motion to go out of Closed Session with no action taken on limited Personnel matters or 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
Trina Raper - Yes

XXI. Adjournment

Bill Beacham

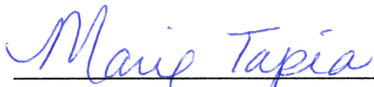
Paula Tackett made a motion to adjourn the meeting. Dr. Kaplan seconded the motion. No discussion needed on the motion.

Roll call was taken by Eric Crites:

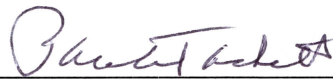
**Bill Beacham - Yes
Dr. Kaplan - Yes
Paula Tackett - Yes
Cynthia Nava - Yes
Trina Raper - Yes**

The motion carried.

Bill Beacham declared the meeting adjourned at 5:29pm.



Marie Tapia, Assistant Business Manager/Date



Paula Tackett, Governing Council, Secretary/Date