

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

Via: Zoom

Join Zoom Meeting

<https://zoom.us/j/97298036842?pwd=TVNTUkV2N1RILzUrK0QzNkN0L2k2dz09>

Meeting ID: 972 9803 6842

Passcode: 8N1470

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**

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 – Not yet in attendance

NMSA High School Staff Present via Google Hangouts:

Eric Crites, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Asst. Business Manager
Chelamia Quintana, Principal
Cecile Hemez, Director of Operations/Registrar
Denise Hinson, Curriculum & Instruction Specialist

Art Institute Staff Present via Google Hangouts:

Cindy Montoya, President

IV. Approval of Agenda **Bill Beacham**

Dr. Kaplan made a motion to 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 – Not yet in attendance
Trina Raper – Not yet in attendance
Cynthia Nava – Yes

The motion carried.

V. Public Forum Bill Beacham

Bill Beacham asked if there were any members of the public present. Zoe Colfax, NMSA Student Council President and 12th Grade Theater Student, was introduced to the Council by Eric Crites.

The Student Council’s main objective to still have fun. They are planning a drive-in movie and the Downs, and a student contest for merchandise.

Zoe informed the Council that she is starting a new organization at the school along with Isabella Thomas who is a Junior at the School. The new organization is titled “Women of Color Collective.”

Zoe is happy to be back, but notes that there are technical challenges. She suggested that limiting time on Zoom and going back to the same format that was used in the Spring Semester.

VI. Approval of Meeting Minutes from August 19, 2020 Bill Beacham

Cynthia Nava made a motion to approve the August 19, 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 McGuinness:

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

The motion carried.

Paula Tackett joined the meeting.

VII. Business Manager’s Report Liza Romero

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

The finance committee chair reported that the finance committee met on August 19, 2020 and reviewed the following documents:

Balance Sheet Report – 2020 08	Check Listing 08 2020
Expenditure Report – 2020 08	Non-Check Listing 08-2020
Money Market Bank Reconciliation Report 2020 08	
Operational – Bank Reconciliation Report 2020 06	

Payroll 3
Revenue Report – 2020 08
BAR 2021-0001-IB
BAR 2021-0003-I
BAR 2021-0005-I
BAR 2021-0007-M

Payroll 4
RfR Summary Report
BAR 2021-0002-I
BAR 2021-0004-D
BAR 2021-0006-M
AP Disbursement Detail Listing

The finance committee did not detect any irregularities.

Dr. Kaplan made a motion to approve the BARs, Payroll Vouchers and Accounts Payable (AP) Vouchers for August, 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 McGuinness:

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

The motion carried.

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

Liza guided the Council through the August check and non-check reports and also through the August Bank Reconciliations.

- c. Remaining Balances on all capital Outlay

A report is included in the packet

VIII. Approval of Committee Memberships for SY20-21

Bill Beacham

Paula Tackett made a motion to approve the Committee Memberships for SY20-21 as corrected. 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
Trina Raper – Not yet in attendance
Cynthia Nava – Yes

The motion carried.

- IX. Consent Agenda:**
- a. Approval of Updated HR Handbook**
 - b. Approval of Updated Student & Family Handbook**
 - c. COVID-Related Policies**

Paula made a motion to table the Consent Agenda until the October Meeting. Cynthia Nava 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 – Yes**

The motion carried.

- X. Approval of Dual-Credit Course Credit**
- Dr. Kaplan made a motion to approve the Dual-Credit Course Credit. Cynthia Nava 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
Paula Tackett – Yes
Trina Raper – Not yet in attendance
Cynthia Nava – Yes**

The motion carried.

Trina Raper joined the meeting.

- XI. Discussion Item: New Mexico Vistas Dashboard Eric Crites**

Eric stated that the New Mexico Public Education Department (NMPED) released a new website that replaces the A-F School Grading System. The new site, New Mexico Vistas Dashboard, spotlights the top 25% of schools and also provides a breakdown of information for each school in the State. Although the information is not current, it is relevant. The link is:
www.newmexicoschools.com

- XII. Status of Phase II Construction Paula Tackett**

Paula, reporting for the Construction Committee, indicated that the structural and steel permit will soon be issued, and with that, construction is scheduled to begin by October 1st. Ninety-five percent of the construction plan has been received, and Klinger will be costing-out over the next two weeks in order to see how far construction can progress with current funding.

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

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

XIV. Admissions Report **Cindy Montoya**

Cindy reported that 110 students had been accepted for the 2020-2021 School Year – 57% are Caucasian, the remainder are students of color.

In the audition process, it needs to be made clear that a prospective student does not need prior training, but must exhibit passion for the discipline that they are applying for.

Thanks again to the Yates foundation and their generous donation, Francesca Rodriguez has been doing outreach virtually. There was a ukulele give-away following a class!

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

The Art Institute is embarking on a website re-do, has they have been able to obtain funding for that project.

The irrigation system was inadvertently disconnected during Phase 1 Construction, causing us to be out of compliance with City ordinances. The cost is \$40,000 to repair. During the Annual PSFA Inspection, we receive an unsatisfactory report for the condition of the parking lot. Repair cost is estimated at \$50,000.

Monthly Department Newsletters will be combined by the Art Institute and sent to all students and families.

Cindy, along with Charlotte Heatherington, are working on a second amendment for the Lease Agreement due to the higher funding from the Charter School's Lease Reimbursement from Public Schools Facilities Authority (PSFA).

Cindy stated that she will provide a written President's Report for upcoming Council Meetings.

XVI. Closed Session to Discuss Pending or Threatened Litigation and Limited Personnel Matters Pursuant to NMSA 1978, Section 10-15-1(H)(2)(7)

Bill Beacham

Mr. Beacham stated: We are now going to leave the general meeting to go into a Closed Session. Due to virtual meeting technological issues, we will be adjourning this meeting at the end of the closed session.

The Governing Council moved into Closed Session at 4:34 pm order to discuss Personnel.

Discussion in Closed Session concluded 5:28 pm with limited Personnel being discussed.

XVII. Adjournment **Bill Beacham**

Adjournment was done by consensus.

Bill Beacham declared the meeting adjourned at 5:28 pm.