

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, March 23, 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

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<https://zoom.us/j/95509397432>

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.

1. Call to Order Mr. Bill Beacham

Mr. Bill Beacham called the meeting to order at 3:07 pm.

2. Reading of Mission Statement Mr. Bill Beacham

Mr. Bill Beacham read the Mission Statement to the Council.

3. Governing Council Attendance as Indicated on Sign-In Sheet & Roll Call Mr. Bill Beacham

NMSA Council Members Present:

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

NMSA High School Staff:

Mr. Eric Crites, Head of School
Ms. Elizabeth Romero, Business Manager
Mrs. Marie Tapia, Asst. Business Manager

NMSA Art Institute Staff:

Mrs. Cindy Montoya, President

Public:

4. Discussion and Possible Action on Agenda Mr. Bill Beacham

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

Ms. Paula Tackett moved to approve the Agenda. Dr. Michael Kaplan seconded the motion. Mr. 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 Mrs. Marie Tapia:

Mr. Bill Beacham – Yes
Dr. Michael Kaplan – Yes
Ms. Paula Tackett – Yes

The motion carried.

5. Public Forum Mr. Bill Beacham

Mr. Bill Beacham asked if there were any members of the Public present. There was no one from the Public in attendance.

6. Discussion and Possible Action on Meeting Minutes from February 22, 2022 Mr. Bill Beacham

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

Dr. Michael Kaplan made a motion to approve the Meeting Minutes from February 22, 2022. Ms. Paula Tackett seconded the motion. Mr. 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 Mrs. Marie Tapia:

Mr. Bill Beacham – Yes
Dr. Michael Kaplan– Yes
Ms. Paula Tackett - Yes

The motion carried.

7. Business Manager's Report

Ms. Elizabeth Romero

a. Discussion and Possible Action on BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for February 2022

Ms. Elizabeth Romero, the Business manager, presented the report on the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for February 2022

Mr. Bill Beacham said he would entertain a motion on this item.

Ms. Paula Tackett moved to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for February 2022. Dr. Michael Kaplan seconded the motion.

A discussion followed. The finance committee chair reported that the finance committee met on March 23, 2022 and reviewed the following documents:

Bank Reconciliation Report - Money Market - 2022 02
Bank Reconciliation Report – Operating – 2022 02
Disbursement Detail Listing – 2022 02
NMSA - Historical Revenue for Capital Funds 02-28-22
Report - Balance Sheet – 2022 02
Report - Expenditure - 2022 02
Report - Revenue – 2022 02
RfR Summary Report

Payroll 15

Payroll 16

BAR 2122-0052 - I - Fund 11000	Increase
BAR 2122-0053 - I - Fund 11000	Increase
BAR 2122-0054 - I - Fund 21000	Increase
BAR 2122-0055 - I - Fund 31600	Increase
BAR 2122-0056 - I - Fund 31701	Increase
BAR 2122-0057 - I - Fund 31900	Increase
BAR 2122-0058 - D - Fund 23000	Decrease
BAR 2122-0059 - I - Fund 31400	Increase
BAR 2122-0060 - D - Fund 26221	Decrease

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 Mrs. Marie Tapia:

**Mr. Bill Beacham - Yes
Dr. Michael Kaplan- Yes
Ms. Paula Tackett – Yes**

The motion carried.

b. Financial Statement Reports – Financial Analysis & Bank Reconciliations February 2022

Ms. Elizabeth Romero guided the Council through the February check and non-check reports, and also through the February Bank Reconciliations.

c. Remaining Balances on all capital Outlay

Ms. Elizabeth Romero, had prepared and presented a report on the remaining balances on Capital Outlay which is included in this packet.

8. Governing Council FY23 Budget Input

Ms. Elizabeth Romero

Ms. Elizabeth Romero asked for the Governing Council's input for the FY23 Budget. A discussion followed regarding Cinematic Arts and the possibility of adding it as an art concentration with the opportunity for dual credits.

9. Discussion and Possible Action on Food Service Management Company Contract

Mr. Eric Crites

Mr. Eric Crites presented the Food Service Management Company Contract. Mr. Bill Beacham said he would entertain a motion on this item.

Dr. Michael Kaplan made a motion to approve the Food Service Management Company Contract. Ms. Paula Tackett seconded the motion. Mr. Bill Beacham asked if there was any discussion on the motion. A discussion followed.

Roll call was taken by Mrs. Marie Tapia:

**Mr. Bill Beacham – Yes
Dr. Michael Kaplan– Yes
Ms. Paula Tackett - Yes**

The motion carried.

10. Discussion and Possible Action on Purchases over \$5,000

Mr. Eric Crites

Mr. Eric Crites presented Purchases over \$5,000 which would require action. He discussed the following necessary Purchases over \$5,000 and requested Governing Council approval on the Purchases:

Arthur Esquibel dba Oak Hill Coaching & Consulting, LLC	Amount	\$5,000.00
Kathlene Jo Quinn Kyle dba Pareti Mobile Walls, LLC	Amount	\$15,938.14
CES (for a movable stage)	Estimated Amount	\$75,000.00

Mr. Bill Beacham said he would entertain a motion on this item.

Ms. Paula Tackett moved to approve the Purchases over \$5,000. Dr. Michael Kaplan seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed.

Roll call was taken by Mrs. Marie Tapia:

**Mr. Bill Beacham-Yes
Dr. Michael Kaplan-Yes
Ms. Paula Tackett – Yes**

The motion carried.

11. Discussion and Possible Action on School Year Calendar 2022-2023

Mr. Eric Crites

Mr. Eric Crites presented the proposed School Year Calendar for 2022-2023. Mr. Bill Beacham said he would entertain a motion on this item.

Ms. Paula Tackett moved to approve the School Year Calendar 2022-2023. Dr. Michael Kaplan seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed.

Roll call was taken by Mrs. Marie Tapia:

Mr. Bill Beacham-Yes
Dr. Michael Kaplan-Yes
Ms. Paula Tackett – Yes

The motion carried.

12. Update on Governing Council Training Hours Requirements

Mr. Eric Crites

Mr. Eric Crites provided an update on the Governing Council Member's completed training for the 2021-2022 School Year. The Governing Council Members who have not completed their training confirmed they will review their schedules and complete their training when time allows.

13. Update on Culturally & Linguistically Relevant Instruction and Equity

Mr. Eric Crites

Mr. Eric Crites provided an update on Culturally & Linguistically Relevant Instruction and Equity. He discussed the following which can also be found on the Head of School Report.

- The Equity Council is being re-established and meeting on March 29.
- Dr. Hollie delivered his Culturally & Linguistically Responsive Instruction workshop to all faculty on February 24 and 25.
- A group of students and members of a community organization held a protest at NMSA on Feb. 25 in response to the incident where an NMSA student posted an image to his personal Instagram that was digitally altered with Photoshop in a way that was racist and misogynist. Information about NMSA's response is posted on our website: <https://www.nmschoolforthearts.org/community-update-about-a-harmful-incident/>
- Follow-up meetings were held with students who were involved in the protest to discuss and plan: a cultural/affinity room; an acknowledgement/apology; a day of mourning for Missing & Murdered Indigenous Women on May 5.
- Staff members have continued meeting with students from the Women of Color Collective to discuss policy changes they may wish to propose regarding sexual assault and harassment.

Mr. Bill Beacham read a statement regarding the Cultural Room on behalf of Ms. Trina Raper who was not able to attend the meeting. The statement read as follows:

My position is to use the current funding to field test the implementation of the Cultural Room. The data I recommend we collect includes but is not limited to:

- Number of students using the room;
- Amount of time used tracked by period during the day-I'm hesitant to track by individual student but I leave that to the GC and administration;
- Teacher input on student requested use of the room, i.e., do teachers deny student requests given the lesson or test happening that day? Personally, I think students should not be excused to the room on test review days or test days. I'd like to emphasize the need to stay in an academic setting even, or most especially when, the work is difficult.
- What do students do once they get to the room?
- Who is responsible for developing those activities?
- How are the teachers to communicate with the person we place as the supervisor in the room? How often? What is communicated? How to ensure student privacy and teacher comfort?

14. Status of Phase II Construction

Dr. Paula Tackett

Ms. Paula Tackett reported the cafeteria punch list and the Environmental Department approval is being worked on.

SMPC's walk through will soon be scheduled and Phase 2B for the NMSA Dorms is in the works.

15. Head of School Report Mr. 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.

16. Admissions Report Mrs. Cindy Montoya

Mrs. Cindy Montoya reported that the deadline to respond to acceptance letters is March 24, 2022 and then admissions will start looking at wait lists. Mr. Bill Beacham asked if there were any openings for 9th grade. Mrs. Cindy Montoya informed him there are 18 openings and there are waiting lists for some departments. There will be an open house on April 9th. The admissions department is working on a list of changes that may simplify the application process. The Art Institute is discussing budgeting for a possible part time position for outreach. They are also considering expanding some of the departments to include additional genres.

17. President's Report Mrs. Cindy Montoya

There was no president's report.

18. Executive Session Mr. Bill Beacham

- a. Personnel
- b. Facilities

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

Dr. Michael Kaplan 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. Ms. Paula Tackett seconded the motion.

A roll call was taken by Mr. Eric Crites:

Ms. Paula Tackett - Yes

Mr. Bill Beacham - Yes

Dr. Michael Kaplan- Yes

The Governing Council moved into Executive Session at 5:23 pm in order to discuss Personnel and Facilities.

Discussion on limited Personnel and acquisition of real property being discussed in Closed Session concluded at 5:37 pm.

Dr. Michael Kaplan made a motion to go out of Closed Session with no action taken on limited Personnel matters or matters dealing with real property. Ms. Paula Tackett seconded the motion.

A roll call was taken by Mr. Eric Crites

Ms. Paula Tackett - Yes
Mr. Bill Beacham - Yes
Dr. Michael Kaplan - Yes

19. **Adjournment**

Mr. Bill Beacham

Ms. Paula Tackett moved to adjourn the meeting. Dr. Michael Kaplan seconded the motion. No discussion needed on the motion.

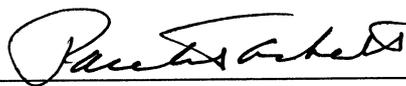
Roll call was taken by Mr. Eric Crites:

**Mr. Bill Beacham - Yes
Dr. Michael Kaplan - Yes
Ms. Paula Tackett - Yes**

The motion carried.

Mr. Bill Beacham declared the meeting adjourned at 5:38 pm.

 4/18/22
Mrs. Marie Tapia, Assistant Business Manager/Date

 4/18/22
Ms. Paula Tackett, Governing Council, Secretary/Date