

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting  
**Wednesday, September 15, 2021, from 3:30 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/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.*

**I. Call to Order** **Bill Beacham**

Bill Beacham called the meeting to order at 3:41 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 - Zoom  
Cynthia Nava - Zoom  
Trina Raper - Zoom

**NMSA High School Staff:**

Eric Crites, Head of School  
Liza Romero, Business Manager  
Marie Tapia, Asst. Business Manager

**NMSA Art Institute Staff:**

Cindy Montoya, President

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

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

Dr. Kaplan moved to approve the Agenda. Paula Tackett 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. There was no one from the Public in

attendance.

**VI. Discussion and Possible Action on Meeting Minutes from August 27, 2021 Bill Beacham**

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

Paula Tackett moved to approve the Meeting Minutes from August 27, 2021 as amended and corrected. Cynthia Nava seconded the motion. Bill Beacham asked if there was any discussion on the motion. A 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.

**VII. Business Manager’s Report Liza Romero**

**a. Discussion and Possible Action on BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for August, 2021**

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

Bill said he would entertain a motion on this item.

Dr. Kaplan moved to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers and Bank Reconciliations for August 2021. Cynthia Nava seconded the motion.

A discussion followed. The finance committee chair reported that the finance committee met on September 15, 2021 and reviewed the following documents:

Bank Reconciliation Report – Money Market – 2021 08  
Bank Reconciliation Report – Operational 2021 08  
Disbursement Detail Listing – 2021 08  
NMSA – Historical Revenue for Capital Funds 08-31-21  
Report – Balance Sheet – 2021 08  
Report – Expenditure – 2021 08  
Report – Revenue – 2021 08  
RfR Summary Report

BAR 2122-0008-I-Fund 31400 Increase

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. Financial Statement Reports – Financial Analysis & Bank Reconciliations August 2021

Liza Romero 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

Liza Romero, prepared a report on the remaining balances on Capital Outlay which is included in this packet.

**VIII. Discussion and Possible Action on Committee Memberships for School Year 2021-2022 Eric Crites**

**Eric Crites presented the discussion and possible action on Committee Memberships for School Year 2021-2022. Bill Beacham said he would entertain a motion on this item.**

**Paula Tackett moved to take action on Committee Memberships for School Year 2021-2022. Cynthia Nava seconded the motion. Bill Beacham asked if there was any discussion needed on the motion. A discussion followed on several necessary changes made to the committee memberships.**

**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 as amended.**

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

**Eric Crites presented the discussion and possible action on Dual Credit Course Credit. Bill Beacham said he would entertain a motion on this item.**

**Dr. Kaplan moved to approve the recommendations on Dual Credit Course Credit. Trina Raper seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A 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.**

**X. Discussion and Possible Action on Legal Services Contract Eric Crites**

**Eric Crites presented the discussion and possible action on Legal Services Contract. Bill Beacham said he would entertain a motion on this item.**

Paula Tackett moved to take possible action on Legal Services Contract. 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 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 Food Service Contract** **Eric Crites**

Eric Crites presented the discussion and possible action on Food Service Contract. Bill Beacham said he would entertain a motion on this item.

Cynthia Nava moved to approved the Food Service Contract. 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 Marie Tapia:

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

The motion carried.

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

Paula Tackett reported the following:

- The cafeteria construction is on schedule to be complete on 12/17/2021
- Work is being done on the ceiling, doors, and plumbing
- Equipment is being installed
- Decking is complete
- Site visit is scheduled for 09/22/2021

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

- a. Kudos to Everyone
- b. School Re-Entry Updates
- c. Legislative/PED/PEC Updates
- d. Culturally & Linguistically Responsive Instruction
- e. Professional Development
- f. Safety
- g. Staffing

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

**XIV. Admissions Report** **Cindy Montoya**

Cindy Montoya reported on the following topics:

- Demographics
- Challenges attracting students during pandemic
- 315 Students enrolled
- Additional Students in the pipeline
- Sativa Cruz and Fred Graham working on increasing enrollment

**XV. President's Report**

Cindy Montoya

There was no president's report.

**XVI. Executive Session**

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, limited Personnel matters and for discussion of matters dealing with real property and entertained a motion to that effect.**

**Dr. Kaplan moved 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. Cynthia Nava 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 – Excused

**The Council unanimously approved the motion.**

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

Discussion on limited Personnel and acquisition of real property being discussed in Closed Session concluded at 5:02 pm.

**Paula Tackett moved to go out of Closed Session with no action taken on limited Personnel matters or matters dealing with real property. Cynthia Nava 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 – Excused

**XVII. Adjournment**

Bill Beacham

**Dr. Kaplan moved to adjourn the meeting. Paula Tackett 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 – Excused

The motion carried.

Bill Beacham declared the meeting adjourned at 5:03 pm.

 Marie Tapia 10-20-21

Marie Tapia, Assistant Business Manager/Date



Paula Tackett, Governing Council, Secretary/Date

September 15, 2021 NMSA Charter School Governing Council Meeting Minutes