

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday October 19, 2022 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

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.

1. Call to Order Mr. Bill Beacham

Mr. Bill Beacham called the meeting to order at 3:05 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 - Zoom
Ms. Trina Raper
Ms. Paula Tackett, Secretary - Excused
Dr. Cynthia Nava - Excused
Mrs. Chelamia Quintana

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 – Arrived at 5:00 pm

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.

Dr. Michael Kaplan moved to approve the Agenda. Ms. Trina Raper seconded the motion. Mr. Bill Beacham asked if there was any discussion on the motion. No further discussion was needed.

The Council Unanimously Approved the Motion

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 September 21, 2022 Mr. Bill Beacham

Mr. Bill Beacham presented the Meeting Minutes from September 21, 2022 for discussion and possible action and said he would entertain a motion on this item.

Ms. Trina Raper moved to approve the Meeting Minutes for September 21, 2022. Mrs. Chelamia Quintana seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. After a brief discussion it was determined that no corrections were needed.

The Council Unanimously Approved the Motion

The motion carried.

7. Master Calendar Review Mr. Eric Crites

Mr. Eric Crites presented the master calendar for the month of October. He informed the Governing Council about several upcoming events including dance and theater performances, the dorm ground-breaking ceremony, PSAT Testing, Halloween events, and auditions using the new audition model.

8. Business Manager's Report Liza Romero

A. Discussion and Possible Action on BARS, Payroll Vouchers, Accounts Payable Vouchers, and Bank Reconciliations for September 2022.

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

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

Mrs. Chelamia Quintana made a motion to approve the BARs, Payroll Vouchers, Accounts Payable Vouchers, and Bank Reconciliations for September 2022. Ms. Trina Raper seconded the motion.

A discussion followed. The finance committee chair reported that the finance committee met on October 19, 2022 and reviewed the following documents:

- Bank Reconciliation Report - Money Market - 2022 09
- Bank Reconciliation Report – Operational – 2022 09
- Disbursement Detail Listing – 2022 09
- NMSA - Historical Revenue for Capital Funds 09-30-22
- Report - Balance Sheet – 2022 09
- Report - Expenditure - 2022 09
- Report - Revenue – 2022 09

- Payroll 5
- Payroll 6

- | | |
|---------------------------------|----------------|
| BAR 2223-0010 - I - Fund 24101 | Increase |
| BAR 2223-0011 - IB - Fund 31200 | Initial Budget |

BAR 2223-0012 - I - Fund 24106	Increase
BAR 2223-0013 - M - Fund 21000	Maintenance
BAR 2223-0014 - T - Fund 24154	Transfer
BAR 2223-0015 - M - Fund 11000	Maintenance
BAR 2223-0016 - T - Fund 11000	Transfer
BAR 2223-0017 - T - Fund 11000	Transfer
BAR 2223-0018 - I - Fund 26221	Increase
BAR 2223-0019 - M - Fund 26221	Maintenance

The finance committee did not detect any irregularities.

The Council Unanimously Approved the Motion.

B. Financial Statement Reports – Financial Analysis & Bank Reconciliations September 2022

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

C. Remaining Balances on all capital Outlay

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

D. Ms. Elizabeth Romero gave an update on the FY22 Audit. She reported the auditors have received all the documents they requested and the FY22 audit results should be ready in February 2023.

9. Discussion And Possible Action on Fixed Assets Listing for FY22 as of 06/30/2022. Liza Romero

Ms. Liza Romero presented the Fixed Assets Listing for FY22 as of 06/30/2022 for discussion and possible action.

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

Ms. Trina Raper made a motion to approve the Fixed Assets Listing for FY22 as of 06/30/2022. Mrs. Chelamia Quintana seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. No discussion was needed.

The motion carried unanimously.

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

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

Carnegie Learning	Amount	\$8,497.50
Great Western Specialty Systems	Amount	\$8,856.31

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

Mrs. Chelamia Quintana made a motion to approve the Purchases over \$5,000. Ms. Trina Raper seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed.

The Council Unanimously Approved the Motion

11. Discussion And Possible Action on Adoption of SY 22-23 Governing Council Mission Statement and Vision Statement as Revised on August 11, 2022. Ms. Trina Raper

Ms. Trina Raper presented Adoption of SY 22-23 Governing Council Mission Statement and Vision Statement as Revised on August 11, 2022 for discussion and possible Action.

A discussion followed regarding what the next steps should be to finalize the SY 22-23 Governing Council Mission and Vision Statements. The Council determined more work is needed and the conversation should continue. It will be added to the next meeting as a discussion item.

No Action was taken.

12. Discussion And Possible Action on Policies Eric Crites

Mr. Eric Crites presented the Residential Program Handbook, Shared Leave Bank, and Use of School Facilities Policies for discussion and possible action. The Student and Family Handbook, HR Handbook, and Covid policies were not reviewed.

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

Ms. Trina Raper made a motion to approve the Residential Handbook and Use of School Facilities policies. Dr. Michael Kaplan seconded the motion. Mr. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed.

The Council Unanimously Approved the Motion

No Action was taken on the Shared Leave Policy.

13. Discussion On SY 22-23 Governing Council Core Values Trina Raper

Ms. Trina Raper presented the discussion on the SY 22-23 Governing Council Core Values. The conversation determined more information is needed regarding students' and staffs' choices for core values. Ms. Denise Hinson will bring combined information from students and staff to the next meeting.

14. Status of Phase II Construction Eric Crites

Mr. Eric Crites reported the architects are developing interior designs ideas. The designs will be presented to the dorm students for their feedback. The architects received feedback from the historical board. They are incorporating the feedback into the exterior designs. The budget is being worked out.

15. 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

Mr. Eric Crites prepared a report which is included in this packet.

16. Admissions Report

Cindy Montoya

There was no admissions report for this meeting.

17. President's Report

Cindy Montoya

Mrs. Cindy Montoya reported the work on fundraising and the strategic plan is continuing. She met with legislative and finance representatives for requests for more funding for the dorm project.

18. Executive Session

Mr. 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. Due to virtual meeting technological issues, we will be adjourning this meeting at the end of the executive session.

Mr. Beacham entertained a motion to that effect.

Ms. Trina Raper 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. Mrs. Chelamia Quintana seconded the motion.

The Council unanimously approved the motion.

The Governing Council moved into Executive Session at 5:24 pm order to discuss Personnel and Facilities.

Discussion on limited Personnel and acquisition of real property being discussed in Closed Session concluded at 5:32 pm.

Ms. Trina Raper made a motion to go out of Closed Session with no action taken on limited Personnel matters or matters dealing with real property. Mrs. Chelamia Quintana seconded the motion.

The Council Unanimously Approved the Motion

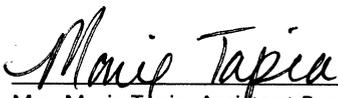
19. Adjournment

Mr. Bill Beacham

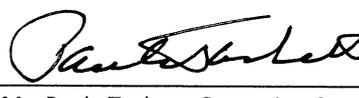
Mrs. Chelamia Quintana made a motion to adjourn the meeting. Ms. Trina Raper seconded the motion. No discussion needed on the motion.

The Council Unanimously Approved the Motion

Mr. Bill Beacham declared the meeting adjourned at 5:33 pm.



11/16/22



11/16/22

Mrs. Marie Tapia, Assistant Business Manager/Date Ms. Paula Tackett, Governing Council, Secretary/Date