

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday December 14, 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 3:02 pm.

2. Reading of Mission Statement Mr. Bill Beacham

Mr. Bill Beacham read the Mission Statement to the Council. After reading the Mission Statement, Mr. Bill Beacham took a few minutes to remember Mr. Greg Hunt who recently passed away. Mr. Hunt was a former Governing Council member. Council members who knew Greg Hunt also took the opportunity to say a few kind words.

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. Trina Raper
Ms. Paula Tackett, Secretary
Dr. Cynthia Nava - Excused
Mrs. Chelamia Quintana
Ms. Dodie Espinoza de Ortega

NMSA High School Staff:

Mr. Eric Crites, Head of School
Ms. Elizabeth Romero, Business Manager - Zoom
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.

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. Colleen Gavin from JenkinsGavin was in attendance. Each of the Governing Council members thanked Colleen for her hard work, dedication to NMSA, and for genuinely caring about this project and NMSA's students. They acknowledged the time and work that has gone into the dorm project and were impressed with Colleen's answers to questions during a recent historic district review meeting. Colleen explained she is pleased to represent NMSA and it's been a joy working with Paula Tackett. She acknowledged challenges with the dorm project but stated she likes a challenge. She said she loves NMSA and wants the dorm students to have a quality place to live where they feel safe. The Council and the school employees that were in attendance once again thanked Colleen for all her hard work.

6. Student Council Representative Update

Zoe McDonald

Zoe McDonald, the Student Council Vice President was not able to attend this meeting. The Student Council update will be postponed to a later date.

7. Discussion and Possible Action on Meeting Minutes from November 16, 2022

Mr. Bill Beacham

Mr. Bill Beacham presented the Meeting Minutes from November 16, 2022 for discussion and possible action and said he would entertain a motion on this item.

Dr. Michael Kaplan moved to approve the Meeting Minutes for November 16, 2022. Ms. Trina Raper 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.

8. Master Calendar Review

Mr. Eric Crites

Mr. Eric Crites presented the master calendar for the months of December and January. He informed the Governing Council about the following upcoming events:

- Holiday Break
- All State – Choir, Orchestra, & Band
- Trans Allyship and Support Assembly

9. Business Manager's Report

Elizabeth Romero

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

Ms. Liza Romero presented the report on the BARS, Payroll Vouchers, Accounts Payable Vouchers, and Bank Reconciliations for November 2022 and Accounts Payable Vouchers for October 2022.

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

Ms. Trina Raper made a motion to approve the BARS, Payroll Vouchers, Accounts Payable Vouchers, and Bank Reconciliations for November 2022 and Accounts Payable Vouchers for October 2022. Mrs. Doddie Espinosa de Ortega seconded the motion.

A discussion followed. The finance committee met on December 14, 2022 and reviewed the following documents:

- Bank Reconciliation Report - Money Market - 2022 11
- Bank Reconciliation Report – Operational – 2022 11

Disbursement Detail Listing – 2022 10
Disbursement Detail Listing – 2022 11
NMSA - Historical Revenue for Capital Funds 11-30-22
Report - Balance Sheet – 2022 11
Report - Expenditure - 2022 11
Report - Revenue – 2022 11

Payroll 9
Payroll 10

BAR 2223-0027-IB-Fund 24346
BAR 2223-0028-I-Fund 31400
BAR 2223-0029-I-Fund 28210
BAR 2223-0030-I-Fund 21000
BAR 2223-0031-M-Fund 11000
BAR 2223-0032-M Fund 11000
BAR 2223-0033-M Fund 24101
BAR 2223-0034-M Fund 24106
BAR 2223-0035-I-Fund 29102

The finance committee did not detect any irregularities.

The Council Unanimously Approved the Motion.

B. Financial Statement Reports – Financial Analysis

Ms. Elisabeth Romero guided the Council through the November check and non-check reports.

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. Mr. Eric Crites gave the council an update on the FY2022 Audit. He informed the council that the exit interview for FY22 has been completed. The results should be released between February and April.

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

Mr. Eric Crites presented the 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:

Lifetouch	Amount	\$11,308.57
Sheraton Uptown	Amount	\$11,719.75
Shamrock Foods Company	Amount	\$7,000.00

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

Ms. Paula Tackett moved to approve the Purchases over \$5,000. Mrs. Chelamia Quintana 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 Graduation Policy to Include the State Seal of Bilingualism-Biliteracy Eric Crites

Mr. Eric Crites presented the Discussion and Possible Action on Graduation Policy to Include the State Seal of Bilingualism-Biliteracy

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

Mrs. Doddie Espinosa de Ortega made a motion to approve the Graduation Policy to Include the State Seal of Bilingualism-Biliteracy. Mrs. Chelamia Quintana seconded the motion.

The Council Unanimously Approved the Motion

The motion carried.

12. Discussion and Possible Action on Authorizing Cindy Montoya, President of The Art Institute, to Work on behalf of NMSA at the Legislature for Operational Funding for the Dormitory Eric Crites

Mr. Eric Crites presented the Discussion and Possible Action on Authorizing Cindy Montoya, President of The Art Institute, to Work on behalf of NMSA at the Legislature for Operational Funding for the Dormitory.

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

Mrs. Chelamia Quintana made a motion to approve Authorizing Cindy Montoya, President of The Art Institute, to Work on behalf of NMSA at the Legislature for Operational Funding for the Dormitory. Ms. Paula Tackett seconded the motion.

The Council Unanimously Approved the Motion and the motion carried.

13. Status of Phase II Construction Paula Tackett

Ms. Paula Tackett reported meetings with the city and the historic board are complete. Impact fees need to be addressed. There is a city water line that needs to be moved before ground work is completed. The drawings need the civil engineering piece then they will be sent for permit and to subs.

14. Discussion on New Business for Next Governance Council Meeting Bill Beacham

The Governing Council would like to see the following at the next meeting:

- Student Council Update
- Governing Council Training Update
- Art Department Presentation

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 touched on each subject and prepared a report which is included in this packet.

16. Admissions Report Cindy Montoya

An admissions report prepared by Mr. Fred Graham Vocal/Admissions Coordinator, is included with this packet.

17. President's Report Cindy Montoya

Mrs. Cindy Montoya reported she and Ms. Paula Tackett are working on a bill for funding for the dorm's operational needs. She plans to present the bill during the 2023 legislative session. She reported NMSA is planning a film program and will possibly partner with the Santa Fe Community College on the program. In addition, Liza Stewart, the Creative Writing Chair, is working on plans to create a pod-reading room and is looking for funding for it. Lastly, she thanked the Council for reconnecting after covid and for getting through the transition with grace and class.

18. **Executive Session**
a. **Personnel**
b. **Facilities**

Mr. Bill Beacham

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 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. Mrs. Chelamia Quintana seconded the motion.

The Council unanimously approved the motion.

The Governing Council moved into Executive Session at 4:41 pm in order to discuss Personnel and Facilities.

Discussion on limited Personnel and acquisition of real property being discussed in Closed Session, the closed session concluded at 5:03 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. Mrs. Doddie Espinosa de Ortega seconded the motion.

The Council Unanimously Approved the Motion

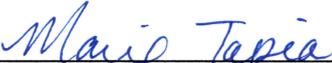
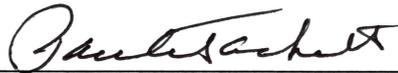
19. **Adjournment**

Mr. Bill Beacham

Dr. Michael Kaplan made a motion to adjourn the meeting. Mrs. Chelamia Quintana seconded the motion. No discussion needed on the motion.

The Council Unanimously Approved the Motion

Mr. Bill Beacham declared the meeting adjourned at 5:04 pm.

 1/18/23  1/18/23
Mrs. Marie Tapia, Assistant Business Manager/Date Ms. Paula Tackett, Governing Council, Secretary/Date