

New Mexico School for the Arts and School for the Arts—NM

MINUTES

Tuesday, January 12, 2010

Meeting was called to order by Catherine Oppenheimer at 4:35 p.m.

In attendance were NMSA Board members:

Catherine Oppenheimer

JD Bullington

Cynthia Montoya

Sherry Thompson

Garrett Thornburg

In attendance were SA-NM Board members:

See list above

Thomas O'Connor

Lee Berk

Consultants present:

Consulting Head of School Jim Ledyard

Director of Admissions Adelma Hnasko

Administrator Janey Potts

Executive Assistant Christina Aranda Martinez

Arts Enrichment Program Producer Annica Graham

Finance Managers Michael Vigil and Diana Gomez. (Present for the financial portion of the meeting)

Members of the Public Present:

Executive Director of Thornburg Foundation, Suzanne Barker Kalangis

FINANCE REPORT AND FACILITIES REPORT

- Catherine Oppenheimer requested that discussion on the Finance Report/Budget be addressed first because the Finance Managers were present.
- **JD Bullington moved to change the agenda and have the budget discussion first. Garrett Thornburg seconded the motion. The motion passed with a unanimous vote.**
- 2010-2011 School year budget. Discussion was held on the budget projection Michael Vigil presented to the Board. Questions were asked and a discussion ensued on the impact of legislative decisions. The Board expressed concern about expenses not

detailed in the budget projection and requested more information be provided. Michael Vigil will provide additional information and meet with interested Board members on Thursday, January 21, 2010 at 9:00 a.m.

APPROVAL OF MINUTES

- **The minutes of the December 16, 2009 Board meeting were approved after a motion by Catherine Oppenheimer, seconded by JD Bullington. The motion passed with a unanimous vote.**

HEAD OF SCHOOL REPORT

- Jim Ledyard gave an update on the marketing campaign, reporting that radio and newspaper advertisements are proving to be productive.
- The move from Thornburg campus to the Cathedral classroom building has been postponed to the first week in February.
- Facilities Plan. In process. Jim continues to work with Jim Cutropia of the Archdiocese.
- Art Chairs Heads. Hiring of the Art Chairs Heads is almost complete.
- Applications Report. Will not be completed until February. Deliverable date will be changed to February.
- E-Rate Grant. Application has been completed on time.

COMPLIANCE COMMITTEE REPORT

- Audit Compliance System. PED Checklist has been completed.
- SMART Goals. Compliance Committee needs to review at their meeting
- PED Board Spring 2010 Training. Christina Aranda Martinez will contact PED or the Coalition to inquire about training of the Board members.
- Internal Controls Policy Updated through PED. Completed.
- Budget Planning Year Workshop. Add to Compliance List. Jim Ledyard will register for and attend in March, 2010.
- Transportation Funds. Add to Compliance List. No amendment needed to Charter. Follow up on obtaining funds.
- PED meeting with budget analyst regarding Training and Experience Index. Meeting scheduled on January 20, 2010.
- Student Selection Policy. Catherine requested this be placed on the next Board agenda to be provided to the Board.
- **Catherine Oppenheimer, in compliance with the Open Meetings Act, temporarily adjourned the New Mexico School for the Arts Meeting.**
- **School for the Arts—NM Board meeting convened.**
- Revised standard Board agenda. Discussed.

- Catherine moved to approve the Revised Standard Board Agenda. Garrett Thornburg seconded the motion. The motion carried unanimously.
- School for the Arts—NM Board meeting Adjourned.
- New Mexico School for the Arts Board meeting reconvened.

RECRUITMENT AND ADMISSIONS REPORT

- Adelma Hnasko reported to the Board on the status of the Applications in Process, Marketing, Social Media Campaign, Outreach and Communications/Follow Up. Garrett Thornburg stressed the importance of contact with all inquiry applicants. This item will be placed on the Action Items List. Cynthia Montoya requested placing a Spanish advertisement in The New Mexican.
- Discussion was held on dormitory policies and selection. Jim Ledyard will consult with School for the Deaf regarding their dormitory policies. The Board discussed hiring an attorney to draft the dormitory policies and procedures. Discussion ensued regarding School for the Arts – NM being the contracting entity for the dormitories. Suzanne Barker Kalangis reported she and Jim have a meeting scheduled on January 20, 2010, with the representatives of NMSD.
- **Garrett Thornburg made a motion to change the lease making School for the Arts—NM the contracting entity. Tom O’Connor seconded the motion. All in favor. The motion carried unanimously.**

EXECUTIVE SESSION

Facilities discussion

END EXECUTIVE SESSION

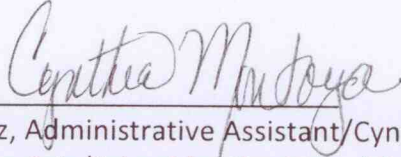
CURRICULUM DEVELOPMENT AND STUDENT PERFORMANCE EXPECTATIONS

- Mission Statement. Catherine Oppenheimer led a discussion regarding the NMSA mission statement. She stated in addition to the mission statement we need to set out NMSA’s goals along with our statement of purpose and core values. This can be consolidated on to one page; mission, statement of purpose, goals and core values. Discussion ensued.
- Proposed Mission Statement: “NMSA is dedicated to arts mastery and academic excellence assisting passionate young artists to develop their full potential.”

- JD Bullington moved to approve the proposed Mission Statement. Tom O'Connor seconded the motion. The motion carried unanimously.

There being no further business of the Board, the meeting was adjourned at 7:10 PM

Submitted By:



Christina Aranda Martinez, Administrative Assistant/Cynthia Montoya, Board Member
New Mexico School for the Arts/School for the Arts—NM