

**New Mexico School for the Arts
Governing Council
Meeting Minutes**

Tuesday, September 11, 2012 @ 1:00 PM

**NMSA—Art Institute Site
131 Nusbaum
Santa Fe, NM 87501**

Catherine Oppenheimer called the meeting to order at 1:02 p.m.

In attendance were NMSA Council Members:

Catherine Oppenheimer
Sherry Thompson
Greg Hunt
JD Bullington

NMSA Council Members absent:

Lilliema Ortiz
Vickie Sewing

NMSA Charter School Staff present:

IT Director, Ruben Desangles
Business Manager, Charles Galbraith
School Secretary/Office Manager, Gayle McGuiness
Principal, Cindy Montoya
Assistant Business Manager, Christina Yamashiro

NMSA Art Institute Staff present:

Riis Gonzales, Director of Institutional Advancement

APPROVAL OF September 11, 2012 AGENDA

- Sherry Thompson made a motion to approve the September 11, 2012 Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 4-0.

PUBLIC FORUM

- Catherine Oppenheimer asked if there were any individuals requesting a Public Forum. No public in attendance.

APPROVAL OF August 7, 2012 Meeting Minutes

- Greg Hunt made a motion to approve the August 7, 2012 Meeting Minutes. JD Bullington seconded the motion. The motion passed with a unanimous vote of 4-0.

INTRODUCTION of Paula Tackett

- Riis Gonzales introduced Ms. Tackett to the Governing Council. Ms. Tackett is a native of Albuquerque who has lived in Santa Fe for more than 30 years. She is the daughter of former state Supreme Court Justice Paul Tackett. Ms. Tackett graduated from the University of New Mexico School of Law in 1977 and recently retired from the NM State Department after serving 22 years heading the Legislative Council. The Legislative Council is responsible for researching and drafting all bills for the Legislature.

GOVERNING COUNCIL Member Change

Catherine Oppenheimer

- Ms. Lillimae Ortiz submitted her resignation to the Governing Council, which was accepted. The Governing Council is grateful to Ms. Ortiz for her contributions to NSMA

BUSINESS MANAGER Report

Charlie Galbraith

- Charles Galbraith reported that we are under budget and the budget is evolving as planned. Cindy has been artful in her hiring. The cash position is comfortable as indicated by the financial statements. The big unknown is lease assistance from public school authority. It is most likely that we will receive it but we have yet to receive the award notification.
- By next October meeting we will have had 40th day enrollment numbers and we will also have prepared training and experience report. The October meeting will be a good time to have an in depth finance meeting.
- Christina Yamashiro reported on the search for an assistant business manager. Ten to fifteen resumes have been received. Four look good.
- Christina said she has devoted time to the lunch program – volunteer, more simple process now in effect. Everything is staying afloat.
- The charter school auditors will be on site September 24, 25 and 26. The council asked for a report on transition at the next meeting and to vote Christina in.
- Catherine reported that a grant has been obtained by the Art Institute to have Jim Johnson kept on as building maintenance for a year. We need further discussion regarding his role.

APPROVAL OF NMSA Student/Family Handbook

- **After a brief discussion, Sherry Thompson made a motion to approve the Student/Family Handbook with corrections in typos and enhancement of the language as indicated by various Governing Council members. JD Bullington seconded the motion. The motion passed with a unanimous vote of 4-0.**

TECHNOLOGY Update

- Ruben Desangles informed the Governing Council that for the last six weeks, he focus was on reorganizing technology beginning with the network and telephone infrastructure. Telecommunications is 90% better than it was 6 weeks ago. The Media Lab is provisioned with 20 iMac computers funded through grants. The lab may open to all students next week. Students will have their own accounts. Ruben is looking at options to increase NMSA Internet and storage capacity. He is also investigating contracts for copier and printer services. He working towards building the capacity for student digital portfolio. Ruben's dream would be to have Smart Boards in every classroom.

PRINCIPAL Report

- Cindy Montoya reported that Mary McLeod is reviewing the Policy Book to ensure that the correct policies are in place as indicated in the Student Handbook and the Safety Plan. We are also verifying that the NMSA website is updated and accurate with regard to Governing Council documents.
- Justice Daniels swore in the Honor Court.
- Joey Chavez is leading the Culture Goal work especially as it relates to students.
- The Bonus Point forms are being used throughout the school so that we are prepared to present this information to PED in June 2013.

TITLE IX Assurance

- Cindy provided the Governing Council with a copy of the Title IX documentation that has been submitted to PED. All documents requested by PED will be sent following the Governing Council meeting.

Discussion Items

- A. Programs: NO DISCUSSION
- B. Policies: NO DISCUSSION
JD Bullington submitted his letter of recognition due to a conflict of interest. JD is the lobbyist for K-12 Learning and NMSA will contract with K-12 to provide online classes.
- C. Goal 1: Culture: NO DISCUSSION
- D. Goal 2: Technology: NO DISCUSSION
- E. Goal 3: A-F Grading: The October meeting will include a Report Card presentation.
- F. Goal 4: Charter Renewal: NO DISCUSSION

Art Institute:

- Riis Gonzales reported that 192 students enrolled are currently enrolled. We expect to be able to enroll 40-50 students in the fall of 2013. At this time, we can the capacity to serve 200 students. Riis gave an update of his fundraising for the next quarter, and presented a slide comparing 3 other Art schools around the country.

NO EXECUTIVE SESSION

ADJOURNMENT

- **Sherry Thompson made a motion to adjourn the meeting. Greg Hunt seconded the motion. The motion passes without opposition with a vote of 4-0.**
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There being no further business of the Council Members, the meeting was adjourned at 2:45 p.m.



Gayle McGuinness, Secretary/Sherry Thompson, Governing Council, Secretary, New Mexico School for the Arts