

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Thursday, February 13, 2014 12:00 – 3:00 pm
New Mexico School for the Arts—Charter School
131 Nusbaum St.
Santa Fe, NM 87501

New Mexico School for the Arts, Art Institute and Charter School assists passionate young artists in developing their full potential through a rigorous mastery arts and academic education.

Meeting Minutes - Approved

- I. Call to Order Catherine Oppenheimer

Catherine Oppenheimer called the Governing Council Meeting to order at 12:04 pm.

In attendance were NMSA Council Members:

Catherine Oppenheimer, Chair
Sherry Thompson, Vice Chair via phone
Greg Hunt, Treasurer
Vickie Sewing, Secretary
Trina Raper, Member
Paula Tackett, Member

NMSA Council Members Absent:

Doddie Espinosa, Member

NMSA Charter School Staff Present:

Cindy Montoya, Principal
Gayle McGuinness, Office Manager
Christina Yamashiro

NMSA Art Institute Staff Present:

Riis Gonzales

Public in Attendance:

None

- II. Approval of Agenda Catherine Oppenheimer

Paula Tackett made a motion to approve the agenda subject to Carl Gruenler not being here. The Student Selection Policy was also removed from the agenda. The Consent Agenda was changed to Approval of Policies. Vickie Sewing seconded the motion. The motion passed with a 5-0 unanimous vote.

- III. Public Forum Catherine Oppenheimer

Catherine Oppenheimer asked if there were any individuals requesting a Public Forum.

No public were in attendance.

IV. **Approval of December 10, 2013 Meeting Minutes** Catherine Oppenheimer

Paula Tackett made a motion to approve the December 10, 2013 meeting minutes. Greg Hunt seconded the motion. The motion carried with a 5-0 unanimous vote.

V. **Approval of Policies** Catherine Oppenheimer

- **Weapons Policy - Amended**
Trina Raper made a motion to approve the Amended Weapons Policy with a change to the header. Vickie Sewing seconded the motion. The motion carried with a 5-0 unanimous vote.
- **Tobacco Free Policy - Amended**
Paula Tackett made a motion to approve the Amended Tobacco Free Policy with a change to the header and several other changes in wording. Greg Hunt seconded the motion. The motion carried with a 5-0 unanimous vote.
- **Graduation Policy – Amended**
Paula Tackett made a motion to approve the Amended Graduation Policy with a change to the header and several other changes in wording. Vickie Sewing seconded the motion. The motion carried with a 5-0 unanimous vote.
Sherry Thompson joined us by phone.
- **Substance Use/Abuse Policy - Adopted**
Paula Tackett made a motion to approve the Substance Use/Abuse Policy with a change to the header and several other changes in wording. Greg Hunt seconded the motion. The motion carried with a 6-0 unanimous vote.
- **Gang/Gang Activity Policy – Adopted**
Sherry Thompson made a motion to approve the Gang/Gang Activity Policy with a change to the header and several minor adjustments to the wording Trina Raper seconded the motion. The motion carried with a 6-0 unanimous vote.
- **Transportation Emergency Policy – Adopted**
Vickie Sewing made a motion to approve the Transportation Emergency Policy with a change to the header and a minor wording adjustment. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 6-0.
- **Transfer Credit Policy – Amended**
Trina Raper made a motion to approve the Amended Transfer Credit Policy with a change to the header and a minor adjustment to the wording. Paula Tackett seconded the motion. The motion carried with a unanimous vote of 6-0.

VI. **Business Manager Finance Report**

A. **Financial Statements**

Christina Yamashiro reported that the Finance Council had just recently met. Included in her report are the November and December financial statements.

B. **PSFA Update**

The Facilities Master Plan was finally approved by the Public School Facilities Authority. The Plan will be brought to the next Governing Council Meeting for approval.

C. **Action Items:**

- a. **Approval of BARs**
BARs (Budget Adjustment Request)

The increase BAR 509-000-1314-0010-I, submitted for your approval, is to increase the school's Title I budget per our final allocation from PED. The plan for these extra funds will provide an opportunity for remediation during the summer for all students who need it as well as cover payroll taxes and benefits for the Instructional Assistant already hired (Kyle Smith). Any remainder may be used for reference materials and training for our teachers. Included with a copy of the BAR is a letter from PED supporting the amount of the increase.

The increase BAR 509-000-1314-0011-I, submitted for your approval, is to increase the school's IDEA-B budget per our final allocation from PED. The plan for these extra funds will be to pay for diagnostic services provided by independent contractors as well as pay for the creation of an online portal to manage our Special Education program. Included with a copy of the BAR is a letter from PED supporting the amount of the increase.

The maintenance BAR 509-000-1314-0013-M, submitted for your approval, is in anticipation of potentially spending more for legal costs, business office support and professional development than what is currently budgeted. The funds will come from function 2600, the school's facilities department.

The transfer BAR 509-000-1314-0014-T, submitted for your approval, is in anticipation of potentially spending more for the lunch program's subsidy than what is currently budgeted. The funds will come from function 2600, the school's facilities department.

The initial budget BAR 509-000-1314-0015-IB, submitted for your approval, is to establish a budget for PARCC technology readiness devices per PED's award letter. This award is based upon a formula that uses our submitted survey, speed tests, and data turned into PED last fall. Included with a copy of the BAR is PED's award letter to support the creation of this new fund.

Greg Hunt made a motion to approve the BAR as submitted. Paula Tackett seconded the motion. The motion passed with a unanimous vote of 6-0.

- VII. **Approval of Student Family Handbook Amendments** **Catherine Oppenheimer**
- **Section 5.5.12 False Accusation**
Sherry Thompson made a motion to approve the amendment in Section 5.5.12, False Accusations. Paula Tackett seconded the motion. The motion carried with a vote of 6-0.
 - **Section 5.5.16 Weapons**
Sherry Thompson made a motion to approve the amendment in Section 5.5.16, Weapons. Paula Tackett seconded the motion. The motion carried with a vote of 6-0.
 - **Section 5.5.17 Possession, Sale and/or Use of Alcoholic Beverages, Narcotics, Illegal Drugs and/or Prohibited Substance.**
 - **Sherry Thompson made a motion to approve the amendment in Section 5.5.17 Possession, Sale and/or Use of Alcoholic Beverages, Narcotics, Illegal Drugs and/or Prohibited Substance. Paula Tackett seconded the motion. The motion carried with a vote of 6-0.**
- VIII. **Approval of Finance Committee** **Catherine Oppenheimer**
Vickie Sewing made a motion to approve the members of the Finance Committee. Paula Tackett seconded the motion. The motion carried with a 6-0 unanimous vote.
- IX. **Approval of Audit Committee** **Catherine Oppenheimer**
Vickie Sewing made a motion to approve the members of the Audit Committee. Paula Tackett seconded the motion. The motion carried with a 6-0 unanimous vote.
- X. **Approval of Technology Committee** **Catherine Oppenheimer**
Vickie Sewing made a motion to approve the members of the Technology Committee. Paula Tackett seconded the motion. The motion carried with a 6-0 unanimous vote.

XI. Focus Group Feedback Catherine Oppenheimer
 Catherine presented the Governing Council with a compilation for the various Focus Groups that were attended by Parents, Students, Governing Council Members and Staff. There was positive input on our Fundamentals,

XII. Principal's Report Cindy Montoya
 A. Cindy Montoya provided a written report to the Governing Council and touched briefly on the following topics: Site Council (copies of minutes from the first two meetings were distributed), Conversations and Coffee with the Principal (next C and C is scheduled for Friday, February 21), Charter Renewal, Staffing Changes, Super Saturday Sessions, Department switch, Honor Roll, Technology Grant, Master Calendar and our Super Computing Team recognition.
 There was additional discussion regarding the Explore and Plan tests.
 B. **Approval of GC Meeting, before 2/28/14, to Approve Safety Plan Revisions**
Vickie Sewing made a motion that established a meeting date of February 28, 2014 at 12:15 pm to approve the Safety Plan Revisions. Trina Raper seconded the motion. The motion carried with a 6-0 unanimous vote.

XIII. Art Institute Director's Report Riis Gonzales
 A. Admission's Update
 Riis Gonzales provided a current report regarding applications for admission to NMSA in the fall of 2014. There was an across-the-board increase in applications for each department and the Residential Program.

XIV. Executive Session Catherine Oppenheimer
 Personally Identifiable Student Information
Paula Tackett made a motion to go into Executive Session to discuss Personally Identifiable Student Information. Vickie Sewing seconded the motion.
 A roll call was taken by Gayle McGuiness.

Catherine Oppenheimer	<u> X </u> Yes	___ No
Sherry Thompson	<u> X </u> Yes	___ No
Greg Hunt	<u> X </u> Yes	___ No
Vickie Sewing	<u> X </u> Yes	___ No
Trina Raper	<u> X </u> Yes	___ No
Paula Tackett	<u> X </u> Yes	___ No

The Governing Council moved into Executive Session at 1:40 pm in order to discuss Personally Identifiable Student Information.

Vickie Sewing made a motion to exit Executive Session. Greg Hunt seconded the motion.
 A roll call was taken by Gayle McGuiness.

Sherry Thompson	<u> X </u> Yes	___ No
Greg Hunt	<u> X </u> Yes	___ No
Vickie Sewing	<u> X </u> Yes	___ No
Catherine Oppenheimer	<u> X </u> Yes	___ No
Trina Raper	<u> X </u> Yes	___ No
Paula Tackett	<u> X </u> Yes	___ No

Discussion in Executive Session concluded at 1:45 pm with only Personally Identifiable Student Information discussed. No action was taken.

XV. Adjournment

Catherine Oppenheimer

Vickie Sewing made a motion to adjourn the meeting. Trina Raper seconded the motion.

The motion passed with a 6-0 Unanimous vote.

The meeting was adjourned at 1:49 pm.

Gayle McGinness 3/4/14 Vickie Sewing 3/4/2014
Gayle McGinness, Secretary/Date Vickie Sewing, Governing Council, Secretary/Date

February 13, 2014 NMSA Charter School Governing Council Minutes

Date Approved: 3/4/14 Signatures: ✓ Web page Post: ✓