

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting

**Tuesday, May 6 from 6:00-8:00 pm**  
New Mexico School for the Arts—Charter School  
131 Nusbaum  
Santa Fe, NM 87501  
Meeting Minutes - *Approved*

*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*

- I. Call to Order Catherine Oppenheimer

Catherine Oppenheimer called the Governing Council Meeting to order at 6:07 pm.

**In attendance were NMSA Council Members:**

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

**NMSA Council Members Absent:**

Doddie Espinosa, Member

**NMSA High School Staff Present:**

Cindy Montoya, Principal  
Christina Yamashiro, Business Manager  
Dan Newell, Faculty  
Gayle McGuinness, School Secretary

**NMSA Art Institute Staff Present:**

Riis Gonzales

**Public in Attendance:**

No public were in attendance

- II. **Approval of Agenda** Catherine Oppenheimer

**Vickie Sewing made a motion to approve the Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 6-0.**

- 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 April 1, 2014 Meeting Minutes** Catherine Oppenheimer

**Greg Hunt made a motion to approve the April 1, 2014 meeting minutes. Sherry Thompson seconded the motion. The motion carried with a unanimous vote of 6-0.**

- V. **Approval of April 25, 2014 Meeting Minutes** Catherine Oppenheimer

**Paula Tackett made a motion to approve the April 25, 2014 meeting minutes. Sherry Thompson seconded the motion. The motion carried with a unanimous vote of 6-0.**

VI. Principal Evaluation Report Vickie Sewing

Vickie Sewing reported that she, Sherry Thompson and Cindy Montoya met periodically throughout the year. The Principal's goals were met, everything is in order, and the documentation is complete. The recommendation is for renewal.

Cindy thanked the Council for their support. Catherine complimented her saying that she did an extraordinary, exemplary job of bringing life to the school.

VII. **Approval of Principal Job Description** Vickie Sewing

**Sherry Thompson made a motion to approve the Principal Job Description. Vickie Sewing seconded the motion. The motion carried with a unanimous vote of 6-0.**

VIII. **Approval of Head-of-School Job Description** Vickie Sewing

**Trina Raper made a motion to approve the Head-of-School Job Description as amended. Sherry Thompson seconded the motion. The motion carried with a unanimous vote of 6-0.**

**Paula Tackett made a motion to offer Cindy Montoya a contract as Head of School for the 2014-2015 School Year with a review of the contract language.**

IX. Executive Session Catherine Oppenheimer  
*Facilities*

**Greg Hunt made a motion to go into Executive Session to discuss Facilities. Vickie Sewing 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
Trina Raper	<u> X </u> Yes	___ No
Paula Tackett	<u> X </u> Yes	___ No
Catherine Oppenheimer	<u> X </u> Yes	___ No

The Governing Council moved into Executive Session at 6:22 pm in order to discuss Facilities and Personnel.

**Paula Tackett made a motion to exit Executive Session. Trina Raper 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
Trina Raper	<u> X </u> Yes	___ No
Paula Tackett	<u> X </u> Yes	___ No
Catherine Oppenheimer	<u> X </u> Yes	___ No

Discussion in Executive Session concluded at 6:33 pm with only Facilities discussed. No action was taken.

X. **Approval of Head of School Contract Language** Vickie Sewing

**Discussion followed regarding contract language.**

**This item was tabled until the next Governing Council meeting.**

XI. **Approval of Resolution of SY 2014-15 Governing Council Meeting Dates** Catherine Oppenheimer

Paula Tackett moved to approve the Resolution of 2014-15 Governing Council Meeting Dates as amended. Vickie Sewing seconded the motion. The motion carried with a 6-0 unanimous vote.

XII. **Approval of Resolution of Governing Council Terms and Officers** Catherine Oppenheimer

Paula Tackett moved to approve the Resolution of Governing Council Terms and Officers. Trina Raper seconded the motion. The motion carried with a 6-0 unanimous vote.

XIII. **Business Manager Finance Report** Christina Yamashiro  
A. **Financial Statements/Report**

Christina Yamashiro stated that the Finance Committee met right before the GC meeting to discuss all items of her report. The lunch program was discussed with the possibility of offering more food choices. We will be keep our current caterer for the next school year. There was a brief discussion regarding Title I vs Free/Reduced status and eligibility.

The council applauded Christina for an audit with no findings.

In the actual vs. budget report, there are no negatives to indicate overspending. All functions are spent within our budget. It is close to end of the year and everything looks good. All have done well in keeping within the budget.

Christina discussed the funding formula difference between this year and next year. The major impact was the increase unit value which resulted in \$110,000 extra in SEG funding for next year. There was an increase in average membership from FY 13 to FY14, which also impacts SEG funding.

**B. Action Items**

a. **Approval of Amended 13-14 SY Salary Schedule**

Paula Tackett made a motion to approve the Amended 13-14 Salary Schedule. Greg Hunt seconded the motion. The motion carried with a 6-0 unanimous vote.

b. **Approval of 14-15 SY Salary Schedule**

Paula Tackett made a motion to approve the 2013-14 Salary Schedule. Greg Hunt seconded the motion. The motion carried with a 6-0 unanimous vote.

c. **Approval of SY2014-15 School Calendar**

Vickie Sewing made a motion to approve the 2014-15 School Calendar as amended. Sherry Thompson seconded the motion. The motion carried with a 6-0 unanimous vote.

d. **Approval of SY2014-15 Budget**

Paula Tackett made a motion to approve the SY2014-15 Budget pending final approval by PED with possible budget changes. Trina Raper seconded the motion. The motion carried with a 6-0 unanimous vote.

e. **Approval of BARS**

The increase BAR 509-000-1314-0018-I, submitted for approval, is to increase the Operating budget due to an adjustment to our SEG funding received from PED. This adjustment is a result of the increase in membership on our 40<sup>th</sup> day of this year compared to the prior year's average membership. The amount of the increase is \$75,557.

The increase BAR 509-000-1314-0019-I, submitted for approval, is to increase the school's Title II budget per our final allocation from PED. Included with a copy of the BAR is a letter from PED supporting the amount of the increase, \$3,086.

The increase BAR 509-000-1314-0020-I, submitted for approval, is to increase the Private Direct Grants Fund due to a grant received from the Delle Foundation the amount of \$75,000. The grant is to

provide for technology integration, improved technology use in the classroom, and professional development through curriculum and data sharing.

**Vickie Sewing made a motion to approve the BARs presented. Paula Tackett seconded the motion. The motion carried with a 6-0 unanimous vote.**

XIV. Parent Survey Results Dan Newell

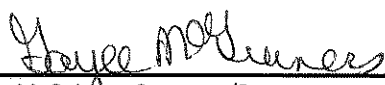
Dan Newell presented the Council with the results of the Parent Survey that was conducted at our Next Step Planning day. He pointed out that the results were very close to the responses of the students, and overall very positive of NMSA and the learning environment.

XV. Adjournment Catherine Oppenheimer

**Vickie Sewing made a motion to adjourn the meeting. Sherry Thompson seconded the motion.**

**The motion passed with a 6-0 unanimous vote.**

The meeting was adjourned at 7:45 pm.

  
Gayle McGuinness, Secretary/Date

  
Vickie Sewing, Governing Council, Secretary/Date

May 6, 2014 NMSA Charter School Governing Council Minutes

Date Approved: \_\_\_\_\_ Signatures: \_\_\_\_\_ Web page Post: \_\_\_\_\_