

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting  
Tuesday, September 10, 2013 at 1:00 – 3:00 pm  
New Mexico School for the Arts—Charter School  
131 Nusbaum  
Santa Fe, NM 87501

**Minutes - *Approved***

*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.*

- I. Catherine Oppenheimer called the meeting to order at 1:02 pm.

**In attendance were NMSA Council Members:**

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

**NMSA Charter School Staff Present:**

Cindy Montoya, Principal  
Christina Yamashiro, Business Manager  
Gayle McGuinness, Office Manager

**NMSA Art Institute Staff Present:**

Riis Gonzales, Director

**Other Guests**

Suzanne Barker Kalangis  
Jerry Koppler

II. **Approval of Agenda**

- **Paula Tackett made a motion to approve the September 10 Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 7-0.**

III. **Public Forum**

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

No public were present.

IV. **Approval of August 6, 2013 Meeting Minutes**

- **Doddie Espinosa made a motion to approve the August 6, 2013 Meeting Minutes. Paula Tackett seconded the motion. The motion passed with a 7-0 unanimous vote.**

V. Executive Session

- **Paula Tackett made a motion to go into Executive Session to discuss Facilities. Sherry Thompson seconded the motion.**

A roll call was taken by Gayle McGuinness.

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

The Governing Council moved into Executive Session at 1:06 pm in order to discuss Facilities.

- **Paula Tackett made a motion to end the Executive Session. Vickie Sewing seconded the motion. Gayle McGuinness took roll with a unanimous vote to end the Executive Session:**

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

Discussion in Executive Session concluded at 1:57 pm with no action taken. Only Facilities were discussed.

VI. Welcome, Trina Raper

Catherine Oppenheimer welcomed Trina Raper. Each member introduced themselves and welcomed her to the Governing Council.

VIII. Business Manager Finance Report

Christina Yamashiro

A. Financial Statements. Christina Yamashiro reported that after the first month closed, there was nothing major to report, except that it was necessary to increase the budget for function 2100 and 2500 to avoid overspending. Christina Yamashiro stated that our new lunch program is very good. We are still in the process of getting everyone to pre-order their lunches, mainly to avoid food waste.

**B. Action Item:**

- **Approval of BARS. The increase BAR 509-000-1314-0002-I was submitted for approval to increase the operating budget due to a higher than expected cash balance as of 6/30/13. The increase BAR 509-000-1314-003-IB was submitted for approval to create an initial budget due to a total net award of \$137,631 from 2013-2014 Lease Assistance Grant Award Program from PSCOC. The increase BAR 509-000-1314-0004-I**

was submitted for approval to increase the food services budget due to a higher than estimated ending cash balance as of 6/30/13 to carry forward at the time the original budget was submitted to PED.

Greg Hunt made a motion to increase the above mentioned BARs. Sherry Thompson seconded the motion. There was a vote of 7-0 to approve the BARs.

- IX. Action Items: Catherine Oppenheimer
- A. **Approval of Governing Council Amended Meeting Dates.** Greg Hunt made a motion to approve the amended meeting dates. Vickie Sewing seconded the motion. The motion passed with a 7-0 Unanimous vote.
  - B. **Approval of Amendments to the HR Manual.** Paula Tackett made a motion to approve the amendments to the HR Manual. Vickie Sewing seconded the motion. The motion passed with a 7-0 Unanimous vote.
  - C. **Approval of Governing Council Survey.** Paula Tackett made a motion to approve the Governing Council Survey. Doddie Espinosa seconded the motion. The motion passed with a 7-0 Unanimous vote.
  - D. **Approval of NMSA Charter Renewal Application.** Vickie Sewing made a motion to approve the NMSA Charter Renewal Application. Paula Tackett seconded the motion. The motion passed with a 7-0 Unanimous vote.

- IX. Art Institute Director's Report Riis Gonzales
- A. Residential Update  
Riis Gonzales reported that the new dorms were up and running and we currently have 14 students. We have already received 5 residential applications for next year for residential, with only 1 open bed remaining and 1 senior graduating.
  - B. Admission's Update  
The application for the next school year is online and available in Spanish. Auditions will be held in February and/or March 2014. The question of how to get our Legislators to seek referrals from Principals in their District's Middle Schools was raised. Our current challenge is that we do not have any recruiters to do this. Next year we will be accepting 60 new students.
  - C. Volunteer Hours Update  
Riis indicated that we are having much more success this year with our Arts Fees. About 75 parents participated last year and we have 138 this year. We also have an online form for reporting volunteer hours.

- X. Principal's Report Cindy Montoya
- A. Welcome Trina Raper  
Cindy again welcomed Trina Raper.
  - B. Presentation- 2013-14 Goals  
Cindy Montoya addressed the 2013-2014 Goals, stating that we are working

