

**New Mexico School for the Arts Charter School
Governing Council
Meeting Minutes
May 7, 2013
APPROVED
NMSA-Art Institute Site
131 Nusbaum
Santa Fe, NM87501**

- I. Catherine Oppenheimer called the meeting to order at 1:07 pm.

In attendance were NMSA Council Members:

Catherine Oppenheimer
Greg Hunt
Paula Tackett
Doddie Espinosa – via phone

NMSA Council Members Absent:

Sherry Thompson
Vickie Sewing

NMSA Charter School Staff present:

Christina Yamashiro, Business Manager
Cecile Hemez, Registrar
Gayle McGuiness, School Secretary/Office Manager
Cindy Montoya, Principal

NMSA Art Institute Staff Present

Riis Gonzales, Director, Art Institute

- II. **Approval of Agenda:** Catherine Oppenheimer
Paula Tackett made a motion to approve the May 7, 2013 Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote.
- III. **Public Forum:**
Catherine Oppenheimer asked if there were any individuals requesting a Public Forum. No Public in attendance.
- IV. **Approval of March 5, 2013 Meeting Minutes:** Catherin Oppenheimer
Greg Hunt made a motion to approve the March 5, 2013 Meeting Minutes. Doddie Espinosa seconded the motion. The motion passed with a unanimous vote.
- V. Operation Smile DVD Presentation. Olivia Bair, senior theater student, showed a Power Point presentation documenting her trip to Mexico as a member of an Operation Smile surgical team.

- VI. Art Institute Report Riis Gonzales
A. Admissions Update: 250 students inquired about NMSA. 160 students applied and auditioned for 62 openings for the 2013-2014 school year. Our enrollment will increase to 215 students for SY2013-14. Riis indicated that a new recruitment plan includes visits by the Art Chairs to five schools each. Fifteen students have applied to participate in the Residential Program.
- B. SB164: We are all proud and grateful for the hard work put forth by Riis in seeing through the passage of SB164, which removes restrictions regarding funding possibilities.

- VII. Executive Session Catherine Oppenheimer
The topic of Personnel will be discussed in the Executive Session later in the meeting. No Executive Session was held at this time.

- VIII. Principal Evaluation Catherine Oppenheimer
Catherine Oppenheimer suggested that this item be tabled until the next Governing Council meeting.

- IX. Business Manager Finance Report Christina Yamashiro
A. Financial Statements:
Financial statements for February and March were reviewed.

B. Action Item: Approval of BARs

BARs (Budget Adjustment Request)

- The increase BAR 509-000-1213-0019-I submitted for your approval is to increase the Food Services budget due to cash carried over from prior year. The amount of the increase, \$4,227, will cover additional expenses for the school's lunch program before getting coverage from the Operating Fund.
- The increase BAR 509-000-1213-0022-I submitted for your approval is to increase the Private Direct Grants Fund due to cash carried over from the prior year. The increase is for \$6,071 and will partially be used this year to pay for some student meals for field trips, anatomy class supplies, and meals for faculty during a training.

Greg Hunt made a motion to approve the following BARs: BAR 509-000-1213-0019-I and BAR 509-000-1213-0022-I. Paula Tackett seconded the motion. The motion passed with a unanimous vote.

- C. Budget Overview: Discussion regarding the budget for school year 2013-14 included changing the Dean of Student position, reducing the special education position to 5.5, revising the technology and changing programs. It was noted that the Finance Committee had reviewed the budget and the salary schedule prior to the Governing Council meeting and recommended approval of both.
- D. **Action Item: Approval of FY 13-14 Salary Schedule**
Paula Tackett made a motion to approve the Salary Schedule. Greg Hunt seconded the motion. It passed with a unanimous vote.

E. Action Item: Approval of School Calendar SY 2013-14
Greg Hunt made a motion to approve the School Calendar SY 2013-14. Paula Tackett seconded the motion. The motion was passed with a unanimous vote.

F. Action Item: Approval of 2013-14 Budget
Greg Hunt made a motion to approve the 2013-14 Budget subject to minor modifications that PED might require. Paula Tackett seconded the motion with minor modifications. The motion passed with a unanimous vote.

X. Action Items: Catherine Oppenheimer

A. Approval of Governing Council Meeting Schedule for SY2013-14
Greg Hunt made a motion to approve the 2013-14 Governing Council Meeting Schedule. Paula Tackett seconded the motion. The motion passed with a unanimous vote.

B. Approval of Governing Council Term Limits:
Paula Tackett made a motion to approve the Governing Council Term Limits. Greg Hunt seconded the motion. The motion passed with a unanimous vote.

XI. Principal Report Cindy Montoya

- A. Graduation Update:**
We have 37 seniors, 36 are on schedule to graduate and we are working diligently with one student to ensure that this student also graduates.
- B. Student Celebrations:**
We have had numerous occurrences of our students receiving award and scholarships for their hard work. Four students were Century Bank Scholars and several students won first, second and third place in the Young Voices competition.
- C. Discussion Items:**
- a. Policy Updates: There was no discussion regarding Policy updates.
 - b. Goals Updates: Cindy Montoya will present this information at the May 30th meeting. Vickie Sewing has been meeting with Cindy throughout the year to monitor progress toward goal completion.
 - c. Student Achievement Data: ACT Explore and Plan results were shared with the Governing Council. In both grades 9 and 10, overall student growth was shown in all subjects.

XII. Approval of Consent Agenda Cindy Montoya

D. Surveillance Policy
Paula Tackett made a motion to approve the Surveillance Policy as amended. Greg Hunt seconded the motion. The motion carried with a unanimous vote.

E. Approval of Resolution to Adopt Revised Special Education Policies and Procedures:
Greg Hunt made a motion to approve the Resolution to Adopt Revised Special Education Policies and Procedures. Paula Tackett seconded the motion. The motion carried with a unanimous vote.

F. Approval of IDEA-B Application. Greg Hunt made a motion to approve the IDEA B Application. Paula Tackett seconded the motion. The motion carried with a unanimous vote.

XIII. **Executive Session**

Catherine Oppenheimer

Greg Hunt made a motion to move into Executive Session for the purpose of discussing Facilities and Personnel. Paula Tackett seconded the motion. A roll call was taken by Gayle McGuinness

Catherine Oppenheimer	yes
Greg Hunt	yes
Paula Tackett	yes

The Governing Council moved into Executive Session at 3:14 pm in order to discuss Facilities and Personnel.

Paula Tackett made a motion to end the Executive Session. Greg Hunt seconded the motion. Gayle McGuinness took roll with a unanimous vote to end the Executive Session:

Catherine Oppenheimer	yes
Greg Hunt	yes
Paula Tackett	yes

Discussion in Executive Session concluded at 3:22 pm with no action taken.

XIV. **Adjournment:**

Paula Tackett made a motion to adjourn the meeting. Greg Hunt seconded the motion. The motion carried with a unanimous vote.

Catherine Oppenheimer adjourned the meeting at 3:23 pm

Gayle McGuinness 6/7/13 *Vickie L. Sewing* 6/7/13
Gayle McGuinness, Secretary/Date Vickie Sewing, Governing Council, Secretary/Date

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Date Approved: 6/7/13 Signatures: ✓ Web page Post: ✓