

**New Mexico School for the Arts
Governing Council
Meeting Minutes
APPROVED
Tuesday, October 9, 2012**

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

Sherry Thompson called the meeting to order at 1:01 pm.

In attendance were NMSA Council Members:

Catherine Oppenheimer (via Phone)
Sherry Thompson
Greg Hunt
Vickie Sewing

NMSA Council Members Absent:

None

NMSA Charter School Staff present:

Charles Galbraith, Business Manager
Cecile Hemez, Registrar
Gayle McGuinness, School Secretary/Office Manager
Cindy Montoya, Principal
Christina Yamashiro, Assistant Business Manager

NMSA Art Institute Staff present:

Katy Phebus, Arts Coordinator

Approval of October 9, 2012 Agenda:

- Vickie Sewing made a motion to approved the October 9, 2012 Agenda. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 4-0.

Public Forum:

Sherry Thompson asked if there were any individuals requesting a Public Forum. No public in attendance.

Approval of September 11, 2012 Meeting Minutes

- Greg Hunt made a motion to approve the September 11, 2012 Meeting Minutes. Catherine Oppenheimer seconded the motion. The motion passed with a unanimous vote of 4-0.

Approval of Governing Council Meeting Dates:

- Vickie Sewing made a motion to revise the meeting dates to reflect a change of the June 4th date to a May 30th. Catherine Oppenheimer seconded the motion. The motion passed with a unanimous vote of 4-0.

Governing Council Meeting dates for SY 2012-13 are as follows:

November 6, 2012
January 8, 2013
March 5, 2013
May 7, 2013

December 11, 2012
February 5, 2013
April 9, 2013
June 4, 2013.

Business Manager Finance Report:

A. General Information: Christina reported that the— 40th day of school is tomorrow, October 10, 2012 which impacts our SEG funding for this year. Upcoming reports due to PED: T & E, PED cash report, and membership projection for next year. Regarding the Budget for next year – talks will begin with Riis and Cindy soon. We currently have 191 students. Cindy says next year’s the projection is for over 200 students and our capacity limit can handle increased enrollment. Cindy will be meeting with Art Chairs to find out how many more students they can handle Thursday, October 11.

B. Financial Statements: Details are attached. August numbers are provided but it reflects only 2 weeks of school. In actual expenditures and encumbrances, Christina sees no problem areas so far compared to budgeted figures. Catherine inquired if there was anything significantly outstanding for September. Christina responded that there was not. A discussion began on Title I funding.

Cindy reported that based on our recent report to the State, we have a 34% poverty level and that next year, registration will be a full week before school begins to get more accurate income levels with an improved survey. Is there another level of income we can look at for middle income in order to obtain more grant money?

C. Business Manager Transition update: Christina Yamashiro stated that it’s moving along! Her search has been narrowed down to two individuals. She will be calling references and will make an offer by the end of this week. She noted that both are very strong candidates.

D. Action: As shown in the Business Manager’s Report, the increase BAR 1213-0010-I that was submitted for the Council’s approval is for receipt of a total net award of \$129,803 from the Public School Capital Outlay Fund in Lease Payment Assistance grant. Greg Hunt made a motion to accept the grant, Vickie Sewing seconded. The motion passed with a unanimous vote of 4-0.

E. Catherine inquired as to the status of NMSA’s lease extension of the school building. Charles Galbraith said he had spoken with Jim Cutropia of the Cathedral and the extension appears to be good to go, but it is not quite finalized. It is pending until Jim returns from vacation.

Action Items:

- **Catherine Oppenheimer made a motion to elect Sherry Thompson as Vice Chair Greg Hunt seconded the motion.** Discussion followed and Catherine Oppenheimer stated that JD Bullington had been the Council’s Vice-Chair. His resignation from the Board was based on a conflict of interest.
- **The motion passed with a 4-0 unanimous vote.**

Report Card Update:

Cecile Hemez and Cindy Montoya presented the Governing Council with an update on the details of the School Grade Report. Summative student SBA and college readiness data was shared with those in attendance.

Principal Report:

Cindy Montoya reported that Back to School Night was very successful because of the great work of all staff. A short video, produced by Joey Chavez for Back to School Night, was shown to the Governing Council.

Discussion items:

a. Programs

Cindy Montoya sought Governing Council feedback on requiring students to earn a grade of C- or better in math in order to move to the next level. Discussion followed regarding interventions provided to avoid failure. No action was taken.

b. Policies – No discussion

c. Goals - No discussion

d. School Funding Formula – No discussion

Approval of Consent Agenda

- **Greg Hunt made a motion to approve the Consent Agenda, Catherine Oppenheimer seconded. The motion passed with a unanimous vote of 4-0.**

Art Institute Report

Admission Update

- NMSA will have 40 – 50 open spaces for new students next year.
- Sixty-one families have requested additional information via our electron NMSA inquiry form.
- (18) Eighteen potential students have shadowed current NMSA students and all are expected to apply.
- (3) Three potential students have completed the online application.

Outreach Update

- Katy Phebus stated that most recruiting efforts are centered on outreach activities.
- NMSA is considering participating in the Charter School Fair in Albuquerque.
- The Visual Arts Department had faculty exhibition in Gallup.
- Catherine requested a follow up email to the Governing Council regarding a more complete plan for recruiting and outreach.
- All members were provided with a written report by Riis Gonzales who was unable attend. The report was read by all and there was no further discussion.

Executive Session

- **Catherine Oppenheimer made a motion to move into Executive Session for the purpose of discussing personnel and facilities. Greg Hunt seconded the motion. A roll call vote was taken by Cindy Montoya.**

Greg Hunt	Yes
Catherine Oppenheimer	Yes
Vickie Sewing	Yes
Sherry Thompson	Yes

The Governing Council moved into Executive Session at 2:35 pm to discuss facilities and personnel issues.

Discussion in Executive Session related to facilities and personnel concluded at 3:00 p.m. No actions and no votes were taken during Executive Session.

The Governing Council moved into Executive Session at 2:35 pm to discuss facilities and personnel issues.

Discussion in Executive Session related to facilities and personnel concluded at 3:00 p.m. No actions and no votes were taken during Executive Session.

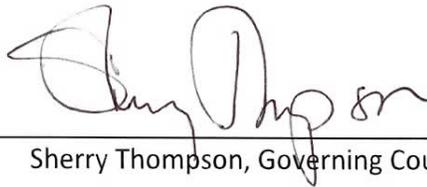
Adjournment:

- **Sherry Thompson made a motion to adjourn the meeting. Greg Hunt seconded the motion. The motion passed without opposition with a vote of 4-0.**

Sherry Thompson adjourned the meeting at 3:02 pm



Gayle McGuinness, Secretary /Date



Sherry Thompson, Governing Council, Secretary/Date

October 8, 2012 NMSA Charter School Governing Council Minutes

Date Approved: 11/6/12 Signatures: ✓ Webpage Post: _____

11/2/12