

**New Mexico School for the Arts  
Governing Council  
Meeting Minutes  
*Approved*  
February 5, 2013**

NMSA-Art Institute Site  
131 Nusbaum  
Santa Fe, NM87501

- I. Catherine Oppenheimer called the meeting to order at 1:24 pm

**In attendance were NMSA Council Members:**

Catherine Oppenheimer, Chair  
Sherry Thompson, Vice Chair  
Vickie Sewing, Member  
Greg Hunt, Treasurer  
Paula Tackett, Member – via phone  
Doddie Espinosa, Member

**NMSA Charter School Staff present:**

Christina Yamashiro, Business Manager  
Cecile Hemez, Registrar  
Gayle McGuinness, 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 amended February 5, 2013 Agenda. The consent items were deleted. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 6-0**

- III. **Public Forum:**

Catherine Oppenheimer asked if there were any individual requesting a Public Forum. No public in attendance.

- IV. **Approval of December 11, 2012 Minutes**

Catherine Oppenheimer

**Paula Tackett made a motion to approve the December 11, 2012 Meeting Minutes. The Greg Hunt seconded the motion. The motion passed with a unanimous vote of 6-0.**

- V. **Action Items:**

- A. **Approval of Open Meetings Act Resolution.**

Catherine Oppenheimer

**Sherry Thompson made a motion to approve the Open Meetings Act Resolution with suggested changes. Doddie Espinosa seconded the motion. The motion passed with a unanimous vote of 6-0.**

- B. **Approval of Charter School/Art Institute Revised MOU.**

Catherine Oppenheimer

**Greg Hunt made a motion to approve the Charter School/Art Institute Revised MOU. Sherry Thompson seconded the motion. The motion passed with a unanimous vote of 6-0.**

C. **Approval of Amended Student Selection Policy.**

Catherine Oppenheimer

**Greg Hunt made a motion to approve the Amended Student Selection Policy with suggested revisions. Paula Tackett seconded the motion. The motion passed with a unanimous vote of 6-0.**

D. **Approval of April Meeting Date Change.**

Catherine Oppenheimer

**Sherry Thompson made a motion to approve the cancellation of the April Governing Council meeting. Doddie Espinosa seconded the motion. The motion passed with a unanimous vote of 6-0.**

VI. **Business Manager Report**

Christina Yamashiro

A. General Information: Safety Plan Updates: Our Safety Plan is moving along, especially in light of the recent events in CT. Safety has become top priority and we are now in the process in procuring two-way radios and security cameras among other measure taken to secure the school better should a crisis arise.

B. Financial Statements: We continue to stay within our budget.

C. **Action Item: Approval of BARs**

**BARs (Budget Adjustment Request)**

- The maintenance BAR 509-000-1213-0008-M submitted for your approval is in anticipation of expenditures for the remainder of the year, to ensure functions are not over-expended.
- The increase BAR 509-000-1213-0014-I submitted for your approval is to adjust what the school will receive for FY12-13 due to the Final Funded Unit Value (which increased from \$3,668.18 to \$3,673.54) and an adjustment for growth, based on what our student membership was on the 40<sup>th</sup> day of the school year.
- The increase BAR 509-000-1213-0015-I submitted for your approval is to create a budget for local SB9 funds. We have been given an estimate of \$150,000 revenue.
- The increase BAR 509-000-1213-0016-I submitted for your approval is for NMSA's Title I final FY12-13 award which includes any carryover and other additional funding.

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

D. **Action Item: Approval of Salary Schedule Updates.**

**Sherry Thompson made a motion to approve the Salary Schedule Updates. Greg Hunt seconded the motion. The motion passed with a unanimous vote of 6-0.**

VII. **Principal's Report**

Cindy Montoya

Cindy presented her report to the Board and touched briefly on Creative Writing, Dual Credit, and NMSA Student Achievement Indicators.

VIII. **Discussion Items**

Cindy Montoya

- A. Programs: no report given
- B. Policies: no report given
- C. Goals: no report given except for Charter Renewal
  - 1. Culture
  - 2. Technology
  - 3. A-F Grading

4. Charter Renewal: Work has begun on the renewal process. We are working with the Charter School Division to pilot this process.

IX. **Art Institute Report**

Riis Gonzales

Riis provided a detailed Art Institute Report that covered a variety of topics, including:

- A. Admission Update
- B. Outreach Update
- C. Student Housing
- D. Residential Policy Update

X. **Legislative Session Update**

Paula Tackett

Paula Tackett provided very positive feedback regarding work with the Legislature regarding SB164.

XI. **Executive Session**

Catherine Oppenheimer

**Sherry Thompson made a motion to move into Executive Session for the purpose of discussing Facilities.**

**Greg Hunt seconded the motion. A roll call for votes was taken by Gayle McGuinness:**

Catherine Oppenheimer	Yes
Greg Hunt	Yes
Vickie Sewing	Yes
Paula Tackett	Yes
Sherry Thompson	Yes
Doddie Espinosa	Yes

The Governing Council moved into Executive Session at 2:26 pm to discuss facilities.

Discussion in Executive Session concluded at 2:50 pm and no action was taken.

XII. **Adjournment:**

**Vicky Sewing made a motion to adjourn the meeting. Sherry Thompson seconded the motion. The motion passed with a 6-0 unanimous vote.**

Catherine Oppenheimer adjourned the meeting at 2:52 pm.

---

 3/5/13       3/5/13

Gayle McGuinness, Secretary/Date      Sherry Thompson, Governing Council, Secretary/Date