

**New Mexico School for the Arts (NMSA)
Parent Association
NMSA-PA**

Meeting Minutes

May 4, 2013

I. Call to order

President, Cathy Weber called to order the regular meeting of the NMSA-PA at 11:05 am on May 4, at the school's location.

II. Sign Roll Call Sheet

Roll Call Sheet

Those in attendance were asked to sign in. According to the sign in sheet, the following persons were present:

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|------------------|------------------|------------------|
| Cathy Weber | Sherry Garcia | Christina Farmer |
| Lois Harvie | Joey Chavez | Brenda Euwer |
| Leonora Lorenzo | Jake Cohen | Chriss O'Neill |
| Tom Osgood | Tammy Orr | Megan Stavrowsky |
| Steven Marble | Judy Herzl | Charles Hoy |
| Gretchen Johnson | Karen Conley | Warren Steinman |
| Susan Steinman | Nancy Bowman | John King |
| Christi Hield | Shelley Robinson | |

III. Introductions

Introductions were completed.

IV. Distribution of Minutes from the April Meeting

To save time, the draft minutes are sent to those providing a readable email address next to their name on the sign in sheet or are available before the meeting by emailing any one of the following individuals, Cathy Weber (cathyweber@earthlink.net), Chriss O'Neill (chrissoneill@gmail.com) or Sherry Garcia (sherry_711@msn.com). A limited number of copies will be available at the meeting. Approval of minutes is at the end of the meeting to give everyone a chance to read them.

V. Review, Additions and Approval of the Agenda

Item added: August 12 school start date

VI. Assign a Timekeeper

President Weber acted as timekeeper.

VII. Treasurer's Report

Chriss O'Neill provided a balance sheet which was reviewed for the additions and reductions to the account balance. This report showed a balance of \$19,357.40. However, the \$7,500.00 donation to NMSA Art Institute was added instead of subtracted. Subtracting the donation leaves a balance of \$11,857.40 as of May 2, 2013.

VIII. Old Business

- a. Draft Bylaws including Financial Procedures for Parent Association: Cathy Weber explained that Christina Yamashiro added information to the financial section of the By-laws. It is planned to have the final draft for review and vote at the June 1 meeting.
- b. Visual Arts Department T-Shirt Fundraiser Seed Funds: President Weber explained that there was a glitch with the artwork for the T-shirts. Tom Osgood, representative to the VA Department explained that the image was not camera ready. Everything else is ready. The plan is to have it redone within a week and get them printed. They need \$800 seed money to create the T-shirts as a fundraiser for the trip to Ghost Ranch. It seems everyone wants a T-shirt, so they should sell. The intent is that the NMSA-PA will be paid back for the seed money or in T-shirts to sell, if not. We need to let all the Departments know that the PA will fund these kind of things for fund raising and needs of the Departments.

MOTION: Christi Hield moved to provide \$800.00 for seed money for the T-shirt project and that they will pay back the funds after the funds are that are needed for Ghost Ranch are obtained. Shelley Robinson seconded. There was no further discussion and motion passed unanimously.

There was discussion after the vote to prepare a flyer to inform teachers at the beginning of the school year that the NMSA=PA will fund these kinds of endeavors. This should be for really special projects that wouldn't happen without this kind of assistance.

IX. New Business:

- a. Parent Association Donation to NMSA Arts Institute at ArtSpring \$7500.00- President Weber and Treasurer O'Neill presented that they and Nancy Bowman met with Riis and Julie Gomez regarding the matter discussed at the April meeting on parent association as part of NMSA budget. It was agreed that NMSA is no longer going to include an amount in the budget and that any funds provided will be a voluntary donation each year at ArtSpring. We can best support the school by encouraging parents to pay the arts fee. There was discussion about insuring that incoming families are made aware of the arts fee. Chriss will take this information back to administration. It was suggested that this information should be included on the application. Another suggestion was made to solicit in kind donations when families can't afford the art fee. Riis is planning to have a

discussion with parents at the beginning of the year. It was suggested that the parent association could give a certification of participation and provide a way to track in-kind donations. President Weber announced that because the PA is giving a \$7500 check at ArtSpring, the PA will be listed with a logo and parents asked to stand at this part of the program.

- b. Nominations/Elections for 2013-2014 PA Officers and Art Department Liaisons: President Weber gave a short presentation regarding the efforts to make the jobs of the officers easier in the future and a description of where the PA has come in three years. At this point, nominations were solicited and votes taken for the positions as follows:
 - a. Music Department Liaison: Jake Cohen, Cheryl Gardopee, Lois Harvie will continue in these roles. They will coordinate monthly parent meetings and all parents are invited.
 - b. Visual Arts Department Liaison: Tom Osgood will continue and help transition this function to another person in the fall. (Despite the fact that he is the parent of a senior.)
 - c. Theater Department Liaison: Cara Evans had previously indicated interest in this position and will work with Brenda Euwer.
 - d. Dance Department Liaison: Shelley Robinson will continue in this role. It was discussed that many dance parents don't live here. Shelley offered to work on this and to have a table at registration as she did last year.
 - e. President: Jake Cohen nominated Charles Hoy. Leonara Lorenzo seconded. Elected unanimously.
 - f. Vice President: Judy Herzl nominated Lauren Smith. Shelley Robinson seconded. Elected unanimously.
 - g. Treasurer: Leonara Lorenzo nominated Christi Hield. Nancy Bowman seconded. Elected unanimously.
 - h. Secretary: Karen Conley self-nominated. Leonara Lorenzo seconded. Elected unanimously.
 - i. Christi Hield agreed to continue to create the volunteer list although the Parent Volunteer Coordinator is no longer a position.

CONGRATULATIONS AND THANK YOU TO ALL THE NEW OFFICERS!

X. Officer/Committee/Task Force Reports and Updates

- a. **Parent Fund Raising Events:**
No report at this meeting.

- b. Student Social Events Committee:** Chriss reported that the Prom will be held at the Country Club on the 18th and information about it is in the newsletter. She also noted that the last coffee house will be on May 31st and information about that is in the newsletter as well.
- c. Yearbook Update:** Megan reported that the year book is at the printer. They have sold yearbooks for 25.00 each and the true cost of each year book is \$38.50. Four seniors didn't order a yearbook. There was discussion about the PA paying for these four books, plus one for the library, one for the office, one for Development and extras to sell.
- MOTION: Judy Herzl moved to provide funds Not to Exceed (NTE) \$600 for buying the yearbooks listed and extras. Jake Cohen seconded. Discussion to thank Joey Chavez for editing and checking the entire yearbook. The motion passed unanimously.
- d. PR Report:** Charles Hoy presented cards to officers of the NMSA-PA from the PA recognizing them for their contributions this year.
- e. Residential/Out of Town Committee Report:** Lois indicated there was nothing to report at this time.
- f. Faculty and Staff Appreciation:** Christi Hield reported that a lunch is being hosted along with a number of events and items presented. Joey Chavez let us know that a number of people will be out during this time as Art Chairs and Administration is visiting schools in Alabama and S. Carolina during this time.
- g. Graduation Committee:** Nancy Bowman announced that there will be a picnic for seniors which will be arranged by families on May 29th at Patrick Smith Park. There will be a need for volunteers. She will send out information about this. There is also a need for parent volunteers for graduation and there will be a small cake reception after all. An email will go out to liaisons about this.

XI. Administration/Staff Reports

- a) **ArtSpring May 10 & 11 & Graduation:** Katy Phebus provided information about ArtSpring at the Lensic and the need for back stage help; water; and snacks during these days. She provided her phone number for parents to call for information and to volunteer.
- b) **Information from Cindy Montoya:** Joey Chavez provided the following information for Principal Montoya.
- June 3rd is graduation
 - Schedules for 2013/14 and registration information is being worked on
Registration will be August 5 & 6

- School starts August 12th: discussion about the date: Testing and the fact that we are an arts school and have two extra weeks is part of the reason.
- There was some misinformation and ONLY senior get to go off campus during free period depending on their schedule. They sign out and back in. No Juniors.
- They are working on the master calendar. Most of the dates are decided here including “back to school night”. The Arts chairs build their calendars around these dates and dependant on availability of venues. That is why there are sometimes overlap.
- Finals schedule is out for everyone. It is in the newsletter and is it posted everywhere. When seniors complete finals they are done with school. Theater will have exit interviews
- There was a Prom guest misprint. The age for guests is 19 and under not 18.
- End of year course exam is in place of SBA and is given by teachers. If students fail the SBA they can take the EOC test and pass. It is a benefit to our students. There was discussion about whether if they fail the test, it affects their GPA. Anyone with questions was encouraged to email Principal Montoya.
- NMSA has a SWAT Team. This is Student Wellness and Team Building. Students are nominated by their peers. They had Saturday trainings on being natural helpers, mediation and proactive things.
- If the PA has questions for Principal Montoya, let him know by email and he will take it to her. He meets with her on Tuesday mornings.

XII. Departmental Parent Liaison Reports

- a. Dance: No report.
- b. Theater: No report.
- c. Music: No report.
- d. Visual Arts: No report.

XIII. Additional Agenda Items:

August 12: Why is school starting so early? Already discussed above.

XIV. Set Future Agenda Items:

Transition of Officers and Liaisons

By Laws

XV. Approval of Minutes from April, 2013

The minutes were not discussed as the meeting went overtime. The April minutes will need to be discussed at the June meeting.

XVI. Next Meeting

The next meeting is Saturday June 1 at 11:00 a.m.

XVII. Adjournment

President, Cathy Weber adjourned the meeting at 12:40 pm.

Minutes submitted by: Sherry Garcia, Secretary