

## NMSA All-School Committee Meeting

Draft Minutes for 4/2/2011

**Call to Order** The meeting was called to order at 11:02 A.M.

**Roll Call** Those who attended and signed in included Trina Raper (Co-Chair), Michele Ortega (Co-Chair), Jaffa Frank (Secretary), Mark Murdock, Cameron Murdock, Tamara Lichtenstein, Tom Osgood, Cathy Weber, Christi Schackel, Michael Rodriguez, Julie Gomez (Development Director), J Ortiz, Nancy Bowman, Jim Ledyard (Head of School).

**Approval of Minutes** Tamara Lichtenstein moved, Cathy Weber seconded and the minutes were approved as corrected. The best way to make the All-School Committee minutes available to all constituents was discussed. It had been planned that highlights appear in the e-newsletter and the final minutes be posted on the website. There are concerns about this arrangement because it may be a while before the website is timely and consistent. **Jaffa offered to have her email included in the e-newsletter so that parents, students, or staff wanting a copy of the final minutes can receive one from her via email.** This is a temporary fix and should not replace efforts to archive the final minutes on the website. **Jaffa will contact Julie Zimmer** before the next e-newsletter goes out.

**Approval of the Agenda** Michael Rodriguez moved that the agenda be approved. Tamara Lichtenstein seconded and the motion carried.

**Public Comment** The following items were put forth by meeting participants and moved to Discussion Items section of the agenda.

Call for plant donations.

Spring school grounds clean-up day.

Yearbook photos wanted (candid and formal).

Budget update requested.

Suggestion box wanted.

Framework for next year's Seniors.

Confirmation of course offerings for 2011-12 school year: Calculus, French, Italian, ASL, etc.

Concerns about 2011-12 schedule, especially breaks.

Need for coordination between parents and students on school social events, like dances.

Questions and concerns about Honor Court.

### **I. Discussion Items**

---

**1. P.E. Requirement:** No update was available regarding what will be offered next year on site. One parent shared that Santa Fe High had approved NDI participation for the PE credit. The parent had been required to provide thorough documentation of hours of dance. The impracticality of taking PE at the Community College was discussed citing driving and

scheduling issues. Information and further discussion with Ms. Montoya, Dr. Ledyard and Ms. Hnasko are needed.

**2. Lockers:** Additional lockers have been obtained from Santa Fe High. They are being cleaned up for use next year. In addition, Tamara Lichtenstein donated 10 rolling carts (purchased @ Border's closeout) for use by students to transport materials and equipment around school. Thank you to Tamara!

**3. Call for plant donations:** Janey Potts requested that anyone with connections to local nurseries please look into some donations for planting at the school. It was suggested that the Master Gardener's might be approached to take on NMSA as a long term project. It was agreed that the first step should be discussing options with Ms. Montoya. Many of the issues included in "Discussion Items" need to be discussed with the new principal. (Later in the meeting, a motion passed to have the Co-Chairs meet with Ms. Montoya prior to the May All-School Committee meeting to share issues raised.)

**4. Spring school grounds clean-up day:** Janey Potts is hoping we can get a group of parents together on a Saturday to do general clean-up and plant tending at the school. This will be included in the items to be shared with Ms. Montoya.

**5. Yearbook photos wanted (candid and formal):** Janey Potts is putting together a yearbook and would appreciate appropriate photos for inclusion. Please **email the photos to** [JPotts@NMSchoolForTheArts.org](mailto:JPotts@NMSchoolForTheArts.org). Thank you Janey!

**6. Budget update requested:** It was suggested that an update on the NMSA and SA-NM budgets be presented at the May 7<sup>th</sup> meeting. **Trina will pass this request on to Ms. Montoya and Ms. Hnasko.**

**7. Suggestion box wanted:** A parent proposed that a suggestion box be made available. It could be electronic, a box in the lobby, or preferably both to accommodate all families. Information about using the suggestion box could be included in the Student Handbook. **Tamara offered to create the lobby box if needed.** It was agreed that Trina will get Ms. Montoya's feedback. **Moved to May 7<sup>th</sup> Action Items.**

**8. Framework for next year's Seniors:** The possibility of enhanced responsibilities and privileges for the Seniors next year was discussed. Many schools offer special rights, such as open campus at lunch, for Seniors. It was agreed that this should be discussed with Ms. Montoya and included as a **Discussion Item in May.**

**9. Confirmation of course offerings for 2011-12 school year:** It was discussed that Calculus, as well as other academic classes including, but not limited to, French, Italian, and ASL are needed for next school year. This is a very important topic to parents. **Moved to Action Item for May 7<sup>th</sup>.**

**10. Concerns about 2011-12 schedule, especially breaks:** There was discussion about scheduling of breaks for next year. Some parents hope that there can be more coordination with

the Santa Fe Public Schools' schedule. It was shared that SFPS hasn't actually confirmed next year's schedule but it is generally believed that school will start earlier in August than it did last year. Dr. Ledyard shared that NMSA/SA-NM has a schedule which will be voted on by the Board at their April 12 meeting. It can be released after that.

**11. Need for coordination between parents and students on school social events, like dances:** Cathy Weber volunteered to head a subcommittee to support student social events and coordinate parental involvement. Steven Marble said he may be willing to help as well. The intention is not to take over organization from the students, but to offer support and facilitate communication with the parents.

**12. Questions and concerns about Honor Court:** Several parents expressed concern over Honor Court (its formation, structure, responsibilities, purpose, inclusivity, potential institutionalized power differential between students, length of terms of presiding students, selection process, how it compares/contrasts with Teen Court, etc.).

Dr. Ledyard and a couple of parents shared that Honor Court was started to foster an overall school environment of integrity and honesty. Other policies, including no locks on lockers, also support this philosophy which assumes student behavior to be trustworthy unless proven otherwise. Joey Chavez and Roxanne Seagraves met several times with students who expressed interest in being involved and developed Honor Court based on similar programs found in high schools. The student body had an opportunity to review the model. Some students offered to participate while teachers suggested others. The idea is that they are a peer review board that addresses students who violate the code of conduct outlined in the Student Handbook. They can recommend consequences, but the Head of School always makes the final decision. 10-12 students are serving and were "sworn in" by Chief Justice Charlie Daniels in a brief ceremony at school.

The discussion continued with parents expressing concerns over the need for a sense of ownership among the students of the Honor Court and that the exact term of service be specified and conducive to frequent enough turnover to provide ample opportunity for student participation. It was recommended that the input and concerns about Honor Court be taken to Ms. Montoya.

Cathy Weber moved that Trina Raper and Michele Ortega, as Co-Chairs, meet with Ms. Montoya prior to the May 7<sup>th</sup> meeting to share with her the Discussion and Action Items. The intention is to make the May meeting more productive and efficient. Nancy Bowman seconded and the motion passed unanimously. The Secretary, Jaffa Frank, will also attend if possible.

## **II. Reports**

---

**1. Board:** No report.

**2. Administration:** No report.

**3. Faculty & Staff:** An electronic volunteer hours tracking form is now on the NMSA website. Parents and other volunteers are encouraged to report their hours and in-kind donations online or using the paper forms available from Julie Gomez. Thanks to Julie for setting this up.

**4. Subcommittees:** The following subcommittees did not report - NMSA Evaluation, Legislative Affairs, Jr. Class Camping Trip, Parent Education, and Student Support.

**Fundraising:** Julie Gomez reported that parent representatives from each department are in place and will be meeting April 8<sup>th</sup> to discuss fundraising and start formulating a strategic plan.

**Public Relations and Newsletter:** Another e-newsletter has gone out successfully.

It was noted that the Jr. Class Camping Trip, Parent Education, and Student Support subcommittees have had no action for three months (since they were created). **They will be listed in the next e-newsletter with an invitation for anyone interested in chairing/serving on them to come to the May 7<sup>th</sup> meeting and indicating that if there is no current interest the subcommittees be eliminated for now. Jaffa will forward this suggestion to Julie Zimmer.**

**Communication with Out-of-town Families:** Christi reported that the intention of the subcommittee is to create a system of hospitality for the non-Santa Fe students and families so they feel supported. She and Cathy Weber will organize a special reception in conjunction with BRINK. Christi will contact Ms. Hnakso and Dr. Ledyard for ideas and to assess the needs of the out-of-town students.

**All-School Committee Mission Statement:** Trina and Christi reported that nothing has been done yet but that they are committed to creating a mission statement.

**Library:** Tamara reported that NMSA has received a donation of 1300 art books from Ted Flicker. The books have been appraised. Catherine Oppenheimer has donated additional bookshelves. **Mark Murdock offered the use of his truck if needed to transport shelves.**

Tamara has volunteered to organize a book sale this summer to raise funds for the library. The appraisers have offered to help with valuation.

### **III Action Items**

---

None

**Adjournment** Tom Osgood moved the meeting be adjourned. Nancy Bowman seconded and the motion carried unanimously. Meeting adjourned at 12:40 P.M.

*Respectfully Submitted,*

*Jaffa Frank, Secretary*

