

**NMSA All-School Committee Meeting**  
Final Minutes for April 14, 2012

**Call to Order:** The meeting was called to order at 11:05 AM by Sherry Garcia, ASC Secretary, due to the absence of Chairperson, Trina Raper.

**Roll Call** Those participants who attended and signed in:

Janey Potts, NMSA Contractor	Adelma Hnasko, Executive Director	Cindy Montoya, Principal
Charles Hoy	Jake Cohen	Katharine Gates
Cheryl Gardopee	Steve Ediger	Karen Conley
Chriss O'Neill	Tammy Orr	Laurie DeDomenico
Susan Magestro	Shelley Robinson	Shelly Felt
Steven Marble	Nancy Bowman	Megan Stavrowsky
Lois Harvie	Inez Russell Gomez	Susan M. Brower, PhD
Cathy Weber	Dale Baltz	Tamara Lichtenstein
Barbara Luhman	Christi Hield	Susan Steinman
Warren Steinman	Sherry Garcia, Secretary	Julie Bray-Morris

NOTE: Please remember to sign in and please print clearly so correct spellings of names can be achieved.

**Approval of Minutes:** March minutes will be reviewed and acted upon at the May meeting with the April minutes.

**Items for Agenda**

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Old Business:

School Calendar

SAT Study Course

Drug Awareness/Use

Update on St. Catherine's

New Business:

Principal Report

Grounds

Parking Lot Cameras

Parking

Technology Announcement

Prom

Coffee House

It was suggested that elections be held immediately and the new officers officiate the meeting.

Chriss O'Neill provided the information on nominees for the officer positions and **Nancy Bowman moved to accept the ballot as presented, Steven Marble seconded** and the officers were elected by unanimous vote as follows:

President: Cathy Weber  
 Vice President: Laurie DeDomenico  
 Secretary: Sherry Garcia  
 Treasurer: Chriss O'Neill  
 Parent Volunteer Coordinators: Christi Hield/Nancy Bowman

Cathy Weber chaired the meeting from this point onward. There was discussion about the role and functions of the Parent Volunteer Coordinators and Committee Chairs.

Student Social Events Coordinator: works as the liaison between ASC and the Student Council to assist with organization of all social events such as prom, fall dance, coffee houses, and possibly four or five other events for the year.

Parent Fundraising Coordinator: works as the liaison between the Art Institute and parents to develop fundraising events; will assist with setting the fundraising goal for next year but the events are already scheduled and on the calendar.

Yearbook: works with the students and the Year Book Coordinator to develop the yearbook. Janey clarified that this person needs to prompt students to get the needed pictures throughout the year.

Parent Committees were selected as follows:

Student Social Events Coordinator Co-Chairs:	Nancy Bowman / Chriss O'Neill
Parent Fundraising Coordinator Chair:	Laurie DeDomenico
School Community Events (Teacher & Staff Appreciation Chair):	Christi Hield
Residential & Out-of-Town Student Outreach Chair:	Lois Harvie
Year Book Committee Chair:	Megan Smith Stavrowsky
Marketing & Pr Co-Chairs:	Charles Hoy/Judy Herzl
Ground Task Force Team (Seasonal):	Cheryl Gardopee/ Jake Cohen/ Steven Marble

Dance Dept. Parent Liaison:	Shelley Robinson
Theater Dept Parent Liaison:	Nancy Bowman
Music Dept. Parent Liaison:	Cheryl Gardopee/Jake Cohen/ Karen Conley
Visual Arts Dept Parent Liaison:	Susan Steinman/Warren Steinman/ Katharine Gates

One of the roles of the Department Parent Liaisons will be to lead fundraising efforts within and among the departments.

**Reports**

Janey Pots provided an admission's report in response to a parent question. There are 54 new students with the majority in the 9<sup>th</sup> grade and distributed fairly evenly throughout the disciplines.

**Principal's Report**

Teacher Appreciation: Cindy collected information with a "Reward and Recognition" survey of how teachers want to be rewarded. Chriss O'Neill is putting the information in a spreadsheet

regarding things like their favorite treats and hobbies. This is Cindy's method of providing individualized rewards to the teachers. There was then discussion about the types of rewards that the ASC could assist Cindy with for teachers. The types of ideas were things needed in classrooms, Teacher of the month, certificates to restaurants, letters of appreciation, items made by students given to the teachers, etc.. The key concept was that parents AND students need to be involved in teacher appreciation. There is already a date set and it is close.

St. Catherine's: NMSA is still waiting on the city but there is nothing new yet. Other options, including extension on the lease of the current building are being explored in case St. Catherine's falls through.

Parking: Students presented a proposal to the city with reduced rates for students, Monday through Friday. It's on the agenda for Tuesday the 17<sup>th</sup>. If approved, NMSA will assist by collecting the money, obtaining the tickets and delivering to the students.

Coffee House: The coffee house had to be postponed to June 1. It is the last day of school on a Friday night. They are thinking of combining it with the end of school picnic at Warehouse 21 to use the free night the students won for the food drive. There was much discussion about this. It was agreed that the picnic and coffee house are better if held at the school. It was suggested that some other event be planned at Warehouse 21.

Security Cameras: The school is finding that this is going to be very expensive. They have been getting estimates but the infrastructure at the school is such that the original bids are increased after the companies assess the wiring needs. There was discussion about wireless and emailing someone named Paul and the current types of communication lines in the school and their limits. Steve Ediger is helping with this matter. The school is looking for ways to improve the lines but have a contract that is in place through Feb. 12, 2013.

Music Director: Adelma is working on this with the Board. They are creating a search committee in the next couple of weeks.

### **Public Relations**

Charles Hoy provided information about a new effort around marketing and public relations for the school. He and Judy are working with Natalia to make sure that people know about school events and that the extended community is kept informed as well. They are looking at getting information into the newspapers three to four times per year. They also want to get information in newspapers around the State. They will be getting a list of the hometowns of the students and working to get articles in their newspapers as well. There was discussion about how to do this and ideas such as letters to the editor after performances; using YouTube, Facebook, etc. To send information / events to Charles and Judy, used the email: [CHOY@diamondlakebd.com](mailto:CHOY@diamondlakebd.com) Megan Stavrowsky moved that Marketing/PR be added as a Committee. Laurie DeDomenico seconded and it was unanimously approved.

### **Grounds Committee**

Steven Marble announced that there would be a spring cleaning event on Saturday April 28<sup>th</sup> from 8:30-12:30. They will send out a notice and ask people to bring their own tools. There is a conflict with Jr/Sr. Recital at the United Church of Santa Fe. Janey will make sure that this group can get into the school and has keys as needed.

Steven also talked about beautification of the grounds. There is a need for donation of things like drip system, weed barrier, stones etc. for this effort. It was discussed that this is something that could be requested from the parent funds.

### **Technology Announcement**

Steve Ediger discussed the fact that he is working with the administration on technology issues, not as an ASC Committee. He is helping on an Education Technology Plan with PED using the SB9 funding that will be received next year of about \$150,000. This should outfit the school well on technology. The new building will require whole outfitting and he will work with officers to work on things he suggested last year like Wiki to make sure communication is enhanced.

### **Prom**

Chris O'Neill provided information about the Prom which is scheduled for May 18 (Friday) at the Santa Fe Country Club. The last newsletter provided information on the costs. She is working with Julie Zimmer and **sign up sheets**. It will be a dinner/dance starting at 7:30 p.m. and the theme is "Old Hollywood".

### **Fundraising**

Laurie DeDomenico reported that the ASC will be getting a checkbook. The way it will work is that the ASC will pledge an amount to be raised for the Art Institute. Once the pledged amount is achieved, any amount over that goes into the parent fund for uses determined important by the ASC. The total amount in the fund cannot exceed \$25,000.

When committees or teachers or students need money, they come to the ASC and explain the need and there is a vote if it is over \$500. There was a suggestion to discuss expenses for committees at the next meeting and have committees come with proposals for needs.

### **Drugs**

Question about where the school is with support for students on dealing with drugs. The response related to the Parent Involvement Program (PIP). The focus is on "why" instead of "gotcha". They will have the option to get counseling and stay in school or an out-of-school suspension. Their choice. NMSA is increasing the FTE to 1.0 for this effort, working on a policy and revising the student handbook.

**SAT Study Course:** Katharine Gates updated us that the SAT course is working great and that we are getting a great tutor very inexpensively. Everyone showed up that signed up for it. There was added information that 27 seniors applied to college. Now the challenge is the money to go to school. Parents were advised to get FAFSA information submitted as soon as possible.

**Adjournment and next meeting:** The next meeting is Saturday **May 5, 11:00** at NMSA. The meeting was adjourned at 12:45 p.m. by Cathy Weber upon motion by Tamara Lichtenstein.

*Respectfully Submitted,*

*Sherry Garcia, Secretary*