

**NMSA All-School Committee Meeting**  
Final Minutes for June 9, 2012

**Call to Order:** The meeting was called to order at 11:12 AM by Cathy Weber, ASC President.

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

Cathy Weber, President	Laurie DeDomenico, VP	Sherry Garcia, Secretary
Julie Gomez, Director of Development	Cindy Montoya, Principal	Katharine Gates
Cheryl Gardopee	Trina Raper	Tamara Lichtenstein
Eric Wolf	Steven Marble	Riis Gonzales
Jake Cohen	Nancy Bowman	Laura Shields
Susan Steinman	Tom Osgood	Leonara Lorenzo
Jody Herzl	Ray Griffin	

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

**Approval of Minutes:** There was discussion about the printing of minutes for the meeting and postponing approval of minutes until the end of the meeting when to give everyone the chance to review the minutes during the meeting. Sherry Garcia moved that the minutes be sent electronically to Cathy Weber and Chriss O’Neill for review ahead of the meeting instead of printing out. Steven Marble seconded and the motion passed unanimously. Cathy suggested that anyone who would like to review the minutes electronically, send her an email to add their names to the list of minutes reviewers.

Steven Marble moved the May minutes be approved as written. Jake Cohen seconded. Motion passed.

Everyone introduced themselves and identified their student(s) attending NMSA.

Following the Agenda:

**Old Business**

**Music Chair:** Adelma Hnasko could not be at the meeting but an email from her was read and is incorporated into the minutes with a copy of the new music chair’s resume. The individual selected is Melinda Russial who will join NMSU on August 1, 2012.

**Next Year’s Schedule:** Next year’s schedule will look much the same as this year’s due to the train schedule. There was discussion about the disadvantages of the express train schedule on the students. Therefore, the school is looking into other alternatives for transportation but they will not be in effect in the coming school year. About 25 students ride the train to school. A question was asked about a school shuttle. Julie indicated that meetings with parents had

decided that the shuttle was not preferred over the train. The master schedule will be online soon.

**First Day of School:** The first day of school will be Monday, August 13. Natalia Chavez is updating the website to reflect all changes. The event calendar has been closed. NMSA has three more days of instruction than SFPS. The law does not allow us to change the calendar and number of days. The SFPS Board and PED approve the calendar so it cannot be changed. The school day is 9:20 a.m. to 4:45 p.m. Snow days are independent of SFPS because NMSA has students coming from so far away and SFPS often doesn't call it until almost 7 a.m. which is too late for our students. It's important to note that parent discretion should be used if the roads or the situation for their student(s) is not safe to travel to school due to weather conditions.

### **New Business**

**Protocol for Parent Supply Closet:** Cathy Weber reported that the parent supply closet is the first closet on the right in the large rehearsal hall (gym). There is a lock on it because items have disappeared. Chriss's number is on the door and there are parents who have access. If you are involved in an activity and need supplies, contact Chriss. There is also a supply list on the inside of the door, please check things out so they can be retrieved. Please also make an attempt to replenish used items.

**College Letter Writing Project:** Katherine Gates reported that she met with Christine and Cindy about the need to inform colleges that NMSA exists so they can recruit our students. Jennifer Dryfoos provided the contact names for the colleges and a letter written on school stationary listing the NMSA Board of Directors and Founders is being created and the packet will include our school DVD. This will be sent out in mid July. Help is needed to fold and stuff envelopes.

**Packet for First Day of School:** Katherine Gates reported that she is working with Shelley Felt to develop a list of opportunities for visual arts students for scholarships and extracurricular activities (such as volunteer activities) that they can put on their resumes for college. This is also paid opportunities to help the students earn money. They would like to see this available for all departments and be placed on the website. She is inviting parents and department chairs to work with her to develop this information for music, theatre and dance.

**ACT/SAT Preparation Courses:** A question prompted a discussion about the ACT/SAT preparation course for fall and spring with Josh Rappaport. Cindy has approved two more courses. He will also provide information to teachers that he has learned from students in the first class. These courses are directed for juniors but seniors can take it as well. There are 62 juniors and 44 seniors in the coming school year. While most art schools don't require the tests for admission, test scores assist students to obtain financial scholarships. The courses will be 8 Saturdays in a row and is aligned with the school calendar to avoid conflicts. SAT courses start on August 24 through September 29<sup>th</sup>. The second session starts on January 12. While the dates

for the ACT course were not available, the course ends right before the ACT test which is scheduled for April 13<sup>th</sup>.

**Next ASC Meeting:** There will be no July meeting. The next meeting will be Saturday August 4 from 11-12:30.

### **Committee Reports**

**Parent Volunteer Coordinators:** Nancy Bowman reported that new student packets went out and they are gathering information from the ones that parents sent back. Natalia posted the information for next year. It was asked when the information will go out for returning students? It will go out this summer, no date yet. The goal is to have a word document that can be emailed back. Cathy Weber offered to assist with getting the information to the chairpersons once Christi and Nancy have the volunteer information compiled.

**Student Social Events:** Nancy Bowman reported that prom and the coffee house were amazingly great. The last coffee house was so much fun but we have to figure out a way to keep the interest there up to the last acts. The prom is not about being bigger or fancier but keeping it simple. It might be at a different location next year. However the photo booth worked very well and Cathy has a disc for Janey Potts. The night might be changed to Saturday instead of Friday so the students that travel don't have to bring a bag with them of their clothes. Nancy will work with Cindy to set a date and order the photo booth.

**Marketing and PR:** Judy reported that she and Adelma ([my notes are not clear here...is this correct?](#)) want to use social media to get word out about NMSA. The DVD could be blogged with professionals all over the world to get the word out. There can be a big push when the school moves. When the interest is generated, we have to be primed to move. There was then discussion about the Warehouse 21 theatre event and that theatre folks came and we need to do outreach to get more of these types of opportunities. Reese is looking at communication and marketing in an annual action plan and overall strategy. Laura Shields asked to be added to the capital campaign and new building because she works for "The Magazine".

There is budget and staff trouble with the technology position. Julie and Natalia with the committee will help to focus on student work.

Parents would like more lead time for parents to get the word out, flyers to place around town. This has all been put into the hands of the students to produce. Someone is needed to work with students to develop flyers and promotion materials. The parent liaisons can talk to the department chairs to get information ahead of time.

The master calendar will be provided in two forms; a chart and a monthly narrative which should help more people use the information. It was suggested that the website could be developed by

department. Reese stated that the website is being updated with three main goals: 1) recruitment of new students; 2) parent and student information and 3) donor friendliness.

For current students, Steve Arnold and (hopefully) a technology person will help each student put together a digital portfolio for at least seniors this next year...all students, if possible. Need time and expertise to put the portfolios together.

**Grounds Committee:** Steven Marble noted that on June 16<sup>th</sup> at 8:30 there will be a work day to put in railroad ties on the east side. They need 4-6 strong people with leather gloves to help. Reese, Jake, Steven and Cindy volunteered. They will send out an email asking for tools, potting soil and perennials to plant.

**Residential and Out of Town Students:** Not available.

**Yearbook:** Megan Smith is supporting Janey in this activity. Otherwise a report was not available.

**Fund Raising:** Laurie DeDomenico reported that they are considering a big Halloween festival. This might be a “Thriller” production and she is working with Joey on this. This could be a huge fund raiser. They would have pumpkin carving, public dancers and teach a class for kids. They are thinking perhaps a large screen showing Thriller in background. They would have the visual arts students help with make-up. Perhaps having a photo booth? The date would be October 30 or 31<sup>st</sup>. The committee will meet the week of June 11 to set the calendar for events and parking lot events. They are also discussing Indian / Spanish Markets and whether they will still do the Christmas parking event. Anyone interested in working on this is welcome. This information will be added to the volunteer form and Julie Gomez will make sure all volunteer events are on the form. [The week of the 18<sup>th</sup> for registration for form?](#)

**Teacher Appreciation:** [Who reported for Christi Hield ?](#) reported that this went very well. Teachers received massages, and a poem was written..many appreciation activities were provided. Next year we need to make sure that it is not just on one day or a day where they are too tired or busy. Maybe it should be held before spring break or one event a month. Massages one month and next month a breakfast. Etc. The staff and ASC wish to reflect in the minutes that they thank Christi Hield for pulling this together so well with so little time to prepare.

**Administration/Staff:** Graduation was a special event. However, the venue was not large enough to accommodate everyone who wanted to attend. Nancy Bowman is looking for a larger location but might not be able to be held on Saturday morning. For example Sweeney Convention center gives SFHS first choice of dates. Sunday or mid week might work and it will be booked as soon as possible. The other places that have been looked at are James A. Little theatre which only holds 450; Greer Garson only hold 500. Graduation will be 60 students at the most due to the charter. We want to keep it intimate and to one hour.

Reese talked about institution advancement. The Board will be working on options in an executive session. (??)

Julie thanked everyone for their help on ArtSpring. The \$140,000 could not have been done without everyone's help. "Raise a Paddle" was very successful. They got feedback that the quality of the performances was very high. The matinee performance done for elementary students from Penasco was a teaching moment. They wanted to know what visual arts were. There was discussion about how to fill the Lensic next year. It holds 800 and on Thursday night there were 450-550. On Friday there were 750 -800. They did an eblast and provided free seats to shelters.

**Parent Representatives:**

Visual Arts: Katherine Gates noted that the supply list will be different this year and it will come out this summer.

Cathy Weber and Nancy Bowman will have meetings with parent liaisons to collect information and get it to the right person. There will be job postings in related areas, internships, volunteer and paid jobs, extracurricular activities, etc.

Judy asked about the end of year picnic because the music students didn't have one. Cindy will check but the students were interviewing. Theatre had an impromptu picnic.

**Adjournment and next meeting:** The next meeting is Saturday **August 4, 11:00** at NMSA. The meeting was adjourned at 12:35 p.m.

*Respectfully Submitted,*

*Sherry Garcia, Secretary*