

New Mexico School for the Arts
Head of School Report: September 1, 2015
Report by Cindy Montoya

NMSA provides access to a rigorous mastery arts and academic high school education for youth with passion and aptitude in the arts, leading to post-secondary learning, careers in the arts, and lives that contribute to society.

Background Check Audit

The Governor has directed a complete background check audit for all schools and charters. NMSA sent its Background Policy to NMPED on Friday, 8/28. Jolene verified that all administrators had background checks on file and sent the information on 8/31/15. We will verify that every employee has a background check and send that information to NMPED by the required deadline.

PEC Request

The PEC has originally requested that NMSA amend the Academic Performance Framework and revise its goals and measures. The PEC changed this decision. NMSA is no longer required to attend the September PEC meeting. We could have elected to do this but it was not a directive. I declined a 'negotiation' session but did offer to work with the CSD to revise our measures. I have not received a reply at this time. However, Vickie and I worked together on revising our measures.

Educator Evaluation Plan

Eric and Cecile attending the NMPED training session related to teacher evaluations. NMSA must submit its revised plan to the state in the next few weeks. Teachers were involved in the final decisions. The actual document will be shared at the GC meeting. We will share this with teachers during the 9/2 All Staff Meeting.

Performance Pay Program

NMSA's revised plan was submitted to PED in June. We were again selected to participate in this program. At the request of PED, we revised the plan to include language that would ensure that incentive pay was given to only those teachers who earned 50% or more of the eligible student assessment points. The revised document will be reviewed during the meeting. We will share this with teachers during the 9/2 All Staff Meeting.

Assessment Inventory

NMPED has required every school complete an assessment inventory. We have completed NMSA's and will review it at the meeting. We will share this with teachers during the 9/2 All Staff Meeting. We will share it with parents in Bright Arrow message in the next week.

Enrollment

At this time, 214 students are enrolled at NMSA.

Transportation

SFPS is providing transportation from NMSA to NDI. The MOU has been signed.

Food Service

NMSA has hired a food service person to pick-up, deliver and serve lunches at NMSA. Mike Sherman because working at NMSA in the last week. His previous experience with Meals on Wheels made him uniquely qualified for this position.

The first meal was served on Monday, 8/31. The food provider was behind and food was not ready for pickup at the designated time. Also, the first meal served was grilled cheese, carrots, pineapple, milk, and a prepackaged Rice Krispy Treat. The cost of the meal is \$4. Students must order a week in advance.

Staff Changes

April Dukes last day at NMSA will be Friday, September 4. Cecile Hemez has taken on additional responsibilities. Cecile will oversee policy development for NMSA. She will also oversee Instructional Materials purchases and inventory.

Business Office Transition

We are in the process of reassigning duties within the school to cover those tasks related to business office operations and not necessarily accounting and budgeting. It is those tasks associated with the business office such as food services, procurement, instructional materials and facilities. . Katy Phebus is now the Operation and Production Manager and has assumed the additional responsibilities of overseeing the food program, facilities and operations. NMSA is in the process of hiring an assistant to support Katy. I will be the Certified Procurement Officer for NMSA. By law the person who approves purchases must be certified. In a small school, this is the Head of School.

Mill Levy Policy

SFPS has articulated a policy to provide notice to charter schools of upcoming mill levy and educational technology notes. I will share the policy at the GC meeting. P Matthews has recommended that we provide input as to the policy if we have questions or concerns. The policy is bare bones, but says all that is required by the statute. There is little guidance about

how SFPS will make a determination whether your request is sufficient or not. This is up for first reading on 9/1.

Title 3 Program

Because we are a charter school, NMSA is not required to implement a Title 3 (Bilingual) Program.