

**New Mexico School for the Arts
Head of School Report: October 2016
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.

Facilities Issues

An electrical problem developed in the Large Rehearsal Hall that will require a certified electrician to make the repairs.

Plan Updates Required by NMPED

The Technology, Safety and Wellness Plans will be revised over the course of the next three months. All require community input and Governing Council approval.

Staff Update

Adrienne Harvitz has been hired as a long term substitute PE Teacher. She is in the process of acquiring her provisional level 1 teaching license.

Dance Chair, Garrett Anderson, is in the process of acquiring his Internship License will also be reported as a long term sub until that time.

Highly Qualified Teacher Letter

Under the direction of Principal, Eric Crites, Gayle will send out the Highly Qualified Teacher letter reporting on the qualifications of all NMSA teachers and as required by law.

Audit

NMSA's 2016 audit was complete. Jolene continues to work with Loftus regarding documentation for and responds to follow-up questions.

In-Service

Melina Uncapher returned to NMSA on October 3 and 4 for a remarkable session about learning with the brain in mind. The LANL grant has not been approved or declined. If we are not awarded the grant, \$1500 from operational will be needed to offset the \$7300.00 cost. We received a \$3500 grant the Art Institute for this professional development work.

T&E Audit

On September 21 and 22, 2016, will be visited by NMPED auditors for a review of the 2015 T&E submission. At this time, three errors were identified. We continue to seek verification of employment and training. It is likely that NMSA was overpaid approximately \$30,0000, which will need to be returned. We will continue to refine our policies and processed to better alignment with T&E rules. It must be noted that NMSA has been audited on T&E in the past with no findings. Additionally the CSD audited these processes as a part of start-up with no findings.

CSD Visits to GC Meetings

The PEC has suspended all CSD audits of the Governing Councils as they did not approve the process or had any knowledge that they were being conducted.

Miller Scholars

Theater Seniors Ana Rael and Triana Reid have been named the inaugural Miller Scholars in honor of AI Board member Alicia Metcalfe Miller who passed away earlier this year. The family has contributed to an endowment in support of the Creative Writing and Literature minor.