

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

Arts Exchange Day 11/18/2016

Due to the generosity of the Center for Contemporary Arts, all of NMSA's students, staff and faculty spent the day at CCA watching the film *Music of Stranger*.

Arts Fee

NMSA-Art Institute Arts Fee increase implementation is on hold at this time.

SFPS

Discussions continue with SFPS regarding capital finance options. If available, more information will be shared at the GC meeting.

CSD Review

The Charter School Division has moved the on-site visit from December to January 27th.

Lease Extension

I will begin to work on the lease extension. NMSA cannot be responsible for any facilities maintenance in order to continue to qualify for lease assistance payments. See Exhibit C.

Highly Qualified Teacher Letter

Three teachers have been identified as in need of meeting licensure requirements. We continue to sort this out with NMPED because all documents have been submitted by teachers.

T&E Audit

We have not yet received an adjustment to the SEG based on T&E.

Public Funding

Vickie Sewing and I met with Patty Matthews in an effort to fully understand how lease-purchase agreements are constructed based on the lease-purchase and charter school statutes.

Master Schedule

The Administrative Team is beginning to work on the Master Schedule to better identify places in programming that can be improved.

Budget SY2017-18

Cindy has begun working with Jolene to build next year's budget, which will be based on a 5% budget decrease. Greg Hunt will join the team beginning in January with a goal of having a proposed budget by March 1 and knowing where there might be challenges.

Delle Grant

NMSA has submitted another grant to Delle for continued support for technology. If we do not receive this grant, then we will have to look at other resources to cover the costs of technology personnel.

Teacher Evaluations

Eric and I will completing all semester one teacher observations no later than 12/21/16 and thereby meeting all NMPED deadlines.

PARCC

Test Coordinator, Denise Hinson, will be attending test administration training this week.

ACCUROSTER

This week, Cecile will attend training that addresses how data is reported to STARS, which is the system from which teacher evaluation and report card data is pulled.

Admissions

The Admissions efforts are going well. A more ethnically diverse group of students is applying this year as compared to last year. Please see Neil's report.

Head of School Evaluation

Vickie Sewing has met with the Head of School regarding progress toward goals. Vickie will report to the Governing Council during the January Open Meeting.

Parking Lot

The pothole issue is the remaining facility issue at this time. Gayle has a plan in place to repair the potholes

Snow Removal

A plan is in place to clear sidewalks and the parking lot throughout the winter. Note: We did not renew our snow removal contract for this winter.

Winter Break

Students and 191 Day Employees Winter Break is December 19 through January 1. Faculty and Staff return on 1/2/17 and begin the year with a two-day in-service program. Students return on Wednesday, 1/4/17. Year round employees Winter Break is December 21 through January 1.