

New Mexico School for the Arts
MINUTES
Tuesday, February 1, 2011

New Mexico School for the Arts
275 E. Alameda
Santa Fe, NM 87501

Meeting was called to order by Catherine Oppenheimer at 5:04 p.m.

In attendance were NMSA Council Members:

Catherine Oppenheimer
Sherry Thompson
Cynthia Montoya

In attendance were SA-NM Board members:

Tom O'Connor

NMSA Staff present:

Head of School, Jim Ledyard
Executive Assistant, Christina Aranda Martinez
Faculty, Dr. Roxanne Seagraves
Faculty, Dr. Monika Cassel

Members of the Public Present:

Special Guest, Vickie Sewing, Retired Principal and Retired Chair with Public Education
Department

PUBLIC FORUM

- Catherine Oppenheimer asked if there were any individuals requesting a Public Forum.
No one signed in for a Public Forum

APPROVAL OF MINUTES

- **Cindy Montoya made a motion to approve the January 11, 2011 Board minutes.
Sherry Thompson seconded the motion. The motion passed with a unanimous vote.**

Chair Catherine Oppenheimer stated that the Special Board meeting was scheduled to discuss student achievement. Council Members recognize the importance of academic affairs and

want to stay informed and educated on requirements for reporting, how they operate, what procedures are in place, what is going well and what needs to improve.

HEAD OF SCHOOL REPORT

Jim Ledyard stated that there are a series of topics to explore and inform the Council Members.

- Educational Plan for Student Success (“EPSS”).
Jim Ledyard stated that EPSS is the strategic plan of every unit of every district which is required to be submitted to the Public Education Department (“PED”). NMSA submitted its EPSS to PED for Reading, Math and Parent Involvement on October 27, 2010. Chair Oppenheimer noted that this was the first time that the full Board had seen it. Jim explained that ACT scores have not been received yet. PSAT scores for 11th graders will be used as baseline data. Eventually, ACT scores, our initial Short Cycle Assessment (“SCA”), will also be entered in the EPSS update. Sandy Gladden’s memo of January 31, 2011 to Jim provided PED’s feedback to NMSA’s October 2010 submission and also provided the “Traditional EPSS Review Checklist” document (make available to the Council Members). The EPSS reports have been updated and presented to the Council for review and feedback. After Council’s review and recommendations, the reports will be filed. Inquiry was made on the process in developing the EPSS. Jim informed the Council Members that 4 faculty members were involved but this spring EPSS development will be a School-wide effort.
- Discussion ensued regarding explanation of SCA, PSAT and SBA.
Jim informed the Council that NMSA filed with PED the Short Cycle Assessment (“SCA”) in May 2010. The primary program was the Explorer Plan, which is achievement based wherein students can measure themselves against nationwide reports. The individual reports show where the student did well and less well. With this data, NMSA faculty are better prepared for counseling and intervention.

PSAT (Preliminary Scholastic Assessment Test) tests a range of reading skills and mathematical areas. The student reports provide feedback on 5 different areas which are very useful for self-assessment.

SBA (Standardized Based Assessment) is defined by the standards and benchmarks. New Mexico SBA relates 100% to standards students should be proficient in. Each student has to be literate in Math, Science and Reading. SBA model questions have been shared with faculty. As teachers become familiar with their students’ strengths and weaknesses, the SBA models will aid in preparation for the examination. Approximately 50% of NMSA students have not taken an earlier SBA.

Discussion ensued regarding intervention and assessment and what is in place. Jim advised the Council that Professional Development Plans (“PDP”) have been completed and submitted by every member of the licensed faculty. Teachers’ lesson plans have been reviewed and classroom visits have been conducted and documented for most of

the faculty; followed by a meeting scheduled with the teacher. Dr. Roxanne Seagraves provided a report and informed the Council of interventions in place to support academically struggling students; reinforcement and support for students who are not making adequate progress in their respective arts disciplines, addressing behavior and school climate related issues. Dr. Seagraves stated that when she started with the intervention program in September 2010 there were 39 students in need of considerable help; that number has been reduced to 10. Explanation was given of the specific procedures being followed and documented. Discussion ensued. A pre-9th grade summer program has been discussed to help students with their study skills and brush-up on their math. Council discussed the possibility of this program being contingent on acceptance of all invited incoming freshmen. Another possible contingency of acceptance of incoming students is the taking of the SBA test in March/April, 2011 to aid in developing intervention strategies before the student's 1st day of NMSA School. Dr. Seagraves stated that the goal of the academic faculty is to provide solid, rigorous instruction to meet standards and to give our students the tools to succeed. Council members asked Dr. Seagraves to include in the EPSS update more detailed information on the intervention procedures being followed by NMSA.

Vicki Sewing encouraged the School also to document its Arts programs in the next EPSS, even though this is not required by PED. This will produce a more appropriate strategic plan since NMSA is a School for the Arts.

REQUEST OF CHAIR CATHERINE OPPENHEIMER

- Faculty presentation to the Council members again on student achievement.
- Send inquiry form to NMSA students asking if they are planning to return. (This will be part of the Parent Survey.)
- Find mentors to continue the diversity training for the faculty for the students.
- EPSS for the coming school year be presented in June, 2011 to the Council members.

There being no further business of the Council Members, the meeting was adjourned at 7:00 p.m.

Submitted and Approved By:



Christina Aranda Martinez, Executive Assistant/Cynthia Montoya, Council Member New Mexico School for the Arts