New School for the Arts & Academics Business Plan

NSAA Succession Plan

The NSAA Organization has the following tiers of leadership:

- Corporate Board
- Governing Board
- Executive Dean
- Part-time Administrators and Administrative Support Staff
- Faculty/Staff

In addition to interviewing candidates of succession for these positions, references, college transcripts and finger print clearance cards and further background checks when required will be conducted.

Corporate Board

The Corporate Board is comprised of volunteer members and initially established the Articles of Incorporation and created the status of our non-profit, 501(c) 3. The Corporate Board members, upon removal or resignation, will be replaced according to our Articles of Incorporation and By-Laws; the Governing Board will make nominations to gain membership on the Corporate Board under the guidelines of the By-Laws and Articles and provide support for basic operations. All members must be supportive of the Charter mission, and follow NSAA Guidance for Governance.

Governing Board

The Governing Board consists of no less than three members and no more than 21 members, including a President, Vice President, and Secretary/Treasurer. Upon retirement or resignation of a board member, candidates from the community in the arts, education and business will be nominated and interviewed by the remaining board members and Executive Dean to find a replacement member in accordance with the By-Laws.

Executive Dean

The Governing Board has designated the Executive Dean as the primary Charter Representative of whom reports to the Governing Board. The Executive Dean must hold a masters degree in Education, have teaching experience, and demonstrate knowledge in Education and Charter School Policies. In the event of replacing the Executive Dean, the Governing Board will solicit nominations of possible candidates that meet the underlying requirement for education and experience, post position on professional list serves, not to overlook current faculty and administrators who may fulfill the requirement and a team of board members, faculty and staff and parents will be created by the president of the board and candidates will be interviewed and the team will agree to hire a suitable successor.

Part-Time Administration

Since opening in 1995 the needs of NSAA have been assessed and have evolved. Since 2005 the administrative staff includes 4 part-time Administrators who are also faculty members, two Department Chairs.

In the event of replacing one of these members, the Executive Dean will create a team comprised of faculty and staff members, post position on professional list serves, and solicit applicants and conduct interviews, not to overlook current faculty and administrators who may fulfill the requirement and the team will determine the replacement and training regimen.

Faculty

In the event of replacing a faculty member, the Executive Dean will create a team comprised of faculty and staff members, and solicit applicants, post position on professional list serves, conduct interviews and check professional references, and the team will determine the timeline and training regimen. All faculty candidates must meet high professional requirements that are above the Federal and State teacher qualifications for charter schools.

All faculty members, both new and returning, are required to participate in professional development throughout the year, provided by NSAA Administration, ADE or ASBCS workshops. The content of in-house professional development is created based on the needs of faculty, demonstrated through self assessments and evaluations, as well as using the Education Good Practices, Policies and Professional Standards. Every faculty member must attend at least one training during the school year covering the following subjects:

- FERPA,
- Meeting the needs of exceptional students, legal requirements and expectations,
- Policies and Procedures of NSAA,
- Classroom management,
- Arizona Standards and NSAA Scope and Sequence,
- Teaching methods using projects, Cooperative learning and differentiated instruction methods,
- Integration of art into the content areas,
- Serving diverse families effectively,
- Using classroom assessments as tools for success,
- Working collaboratively with others.,
- Drug/Tobacco/Alcohol/Violence awareness and intervention and reporting polices,
- Communicating effectively with parents and students.

It is encouraged and recommended instructional and non-instructional employees of NSAA attend these annual trainings so they are all aware of the support and expectations for NSAA stakeholders.

Administrative Support Staff

Business/Human Resource Manager

In the event of replacing this member, the Executive Dean will create a team comprised of faculty and staff members, post position on professional list serves, and solicit applicants and conduct interviews, and the team will determine the replacement and training regimen.

Registrar
In the event of replacing this member, the Executive Dean will create a team comprised of faculty and staff members, and solicit applicants, post position on professional list serves and conduct interviews, and the team will determine the replacement and training regimen.

Attendance Clerk/Office Manager
In the event of replacing this member, the Executive Dean will create a team comprised of faculty and staff members, and solicit applicants, post position on professional list serves and conduct interviews, and the team will determine the replacement and training regimen.

Security/Building Maintenance Personnel
In the event of replacing this member, the Executive Dean will create a team comprised of faculty and staff members, and solicit applicants, post position on professional list serves and conduct interviews, and the team will determine the replacement and training regimen.