

**Public Academy for Performing Arts**  
**Draft Governing Council Meeting Minutes September 25, 2018**

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| <b>Date:</b> 9/25/2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Location:</b> PAPA Room 2         |                |
| Governing Council Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                      |                |
| <b>Time:</b> 4:16 to 5:10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Facilitator:</b> Elizabeth Roybal |                |
| <b>Invitees in Attendance:</b> Elizabeth Roybal (voting member), Mark Huntzinger (voting member), Michael Keith (voting member), Jennifer Lopez (voting member), Phil Krehbiel (voting member), Michael Matsko (voting member), Virginia Wilmerding, Carol Torrez, Sherry Allen, Doreen Winn, Rhonda Cordova, Fermin Gonzales, III, (HS Student Council President), Brooke Rodriguez, (MS Student Council President), Santana Gonzales, (HS Honor Society)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                      |                |
| <b>Not in Attendance:</b> Mangle Anderson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                      |                |
| <b>Guests in Attendance:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                      |                |
| <b>Discussion</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Resource</b>                      |                |
| 1. Call to Order at 4:16 pm/ Roll Call, 6 voting members present                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Elizabeth Roybal                     |                |
| 2. Welcome and Introductions of all GC members present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Elizabeth Roybal                     |                |
| 3. Approval of Agenda <ul style="list-style-type: none"> <li>Motion to approve the agenda was made by Phil Krehbiel, seconded by Michael Matsko, approved 6-0</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Elizabeth Roybal                     |                |
| 4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> <li>Motion to approve the agenda with the correction of changing Item 4 from "Approval of June" minutes to "Approval of August minutes" was made by Jennifer Lopez, seconded by Phil Krehbiel, and approved 6-0. A motion to approve the amended August minutes was made by Mark Huntzinger, seconded by Michael Keith, and approved by 6-0.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Elizabeth Roybal                     |                |
| 5. Public Comment - none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                |
| 6. Budget and Finance Report <ul style="list-style-type: none"> <li>We had budgeted for 417 students. We currently have 424 enrolled. Because of our higher enrollment, we should expect an increase of \$46,000.00 from PED.</li> <li>The Finance Committee Meeting was held at 7:30am today with Michael Matsko, Rhonda Cordova, Phil Krehbiel, and Doreen Winn present. The bank register report, bank reconciliation, journal entries, and the detailed expenditure report through August 2018 were reviewed. Michael Matsko made the motion to approve, seconded by Mark Huntzinger, approved 6-0.</li> <li>6a Audit Committee Report: The Audit Committee participated in a monthly update phone conference with Moss Adams, the accounting firm who is conducting our annual audit. At this point, they do not anticipate that we will have any findings. The full report and in-person exit meeting should be completed by November 1.</li> <li>6b BARS</li> <li>0010-I an increase of \$4,658 for dual credit</li> </ul> | Rhonda Cordova                       | Michael Matsko |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Rhonda Cordova                       |                |

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| <ul style="list-style-type: none"> <li>• 0011-I an increase of \$48,389 for instructional support and student support services from carryover balance</li> <li>• 0012-IB and increase of \$106,373 from adjusted journal entries.</li> </ul> <p>Michael Keith made a motion to approve all above BARS, Phil Krehbiel seconded the motion, with the Council passing it 6-0.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |
| <p>7. Executive Director’s Report</p> <ul style="list-style-type: none"> <li>• 7a Facility Update: The Design Team met with our Film and Art teachers to adjust/expand the design of their teaching and storage spaces. Construction costs of the entire project have increased by 18% since we began the design process. As a school, we need to help get the Bond passed on the Election. The Design Team will have the 65% Meetings for our project, which is supposed to indicate that the design phase of our building project is 65% complete. Mark Huntzinger will attend these meetings. All phases of the construction, from electrical to plumbing, to HVAC..... will be discussed over the 2 days.</li> <li>• 7b Site Visit Report: PAPA received the report from last year’s annual site visit that occurred March 2018. A chart was provided that showed input to APS from the Governing Council, Students, Teachers, and Parents. All input was positive. The special education portion of the visit was basically positive. Notes of points if improvement were made regarding Prior Written Notices, Transition Plans, and Functional Goals. All other areas were positive.</li> <li>• 7c Written Report was provided; Results of Summative Teacher Evaluations were shared. Four teachers received scores of “Exemplary” and are moving up a level due to their excellent evaluations.</li> </ul> | Doreen Winn        |
| <ul style="list-style-type: none"> <li>• 8a Committee Reports <ul style="list-style-type: none"> <li>• Policy Committee – <ul style="list-style-type: none"> <li>a) Anti-bullying—In order to help transgender students successfully navigate the academic process, we want to include the words “gender identity” into the anti-bullying portion of the policy.</li> <li>b) C.16 Policy and Procedure for Calculating Licensed Employee Training and Experience—We do not currently have this in our policy. It simply states how experience is counted for budgeting purposes. Part time licensed employees who work 550 hours or more in a school year will be counted as 1 full year experience.</li> <li>c) J.8.9 High School Graduation Requirements—The Alternate Demonstration of Competency for the Class of 2022 will be in accordance with New Mexico Administrative Code 6.19.7 and needs to be stated so in our policy.</li> </ul> </li> </ul> </li> </ul> <p>Michael Matsko made a motion to publish the updated policies for comment with Jennifer Lopez making the second, approved 6-0.</p>                                                                                                                                                                                                                                                                                                       | Michael Huntzinger |

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| <ul style="list-style-type: none"> <li>• Website Committee—LDD gave us proposed ways and packages by which to manage the website. We chose the “maintenance package”, which we will pay on an hourly basis. If we go over our hourly limit, we will just be moved up to the next level. The website will have a pay portal.</li> <li>• 8b 2018-19 Council Updates: A PED sponsored Governing Council Training will be conducted this Friday. GC Members who are able will attend.</li> <li>• 8c Signatures-checks: none</li> </ul> | <p>Doreen Winn,<br/>Michael Keith</p> <p>Elizabeth Roybal</p> <p>Elizabeth Roybal</p> |                    |                 |
| 9. President’s Report: none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Elizabeth Roybal                                                                      |                    |                 |
| 8. Other Announcements/Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Elizabeth Roybal                                                                      |                    |                 |
| 9. Adjourn 5:10 pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Elizabeth Roybal                                                                      |                    |                 |
| Next scheduled meeting October 30, 2018 at 4:15 pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                       |                    |                 |
| <b>Status</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                       | <b>Action Item</b> |                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                       | <b>Resource</b>    | <b>Due Date</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                       |                    |                 |