

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes December 17, 2019

Date: 12/17/2019	Location: PAPA Room 2	
Governing Council Meeting		
Time: 4:17 to 5:20	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member) Jennifer Lopez (voting member), Phil Krehbiel (voting member), Lisa Miller (voting member), Alexis Corbin (voting member), Barbara CampBell (voting member), Melanie Chavez (Executive Director,) Rhonda Cordova (business manager), Carol Torrez (staff representative),		
Not in Attendance: Virginia Wilmerding (staff representative), Mance Anderson (member-at-large),		
Guests in Attendance: Tamara Lopez (Assistant Director)		
Discussion	Resource	
1. Call to Order at 4:16 pm/ Roll Call, 7 voting members present	Elizabeth Roybal	
2. Welcome and Introductions of all present.	Elizabeth Roybal	
3. Approval of Agenda <ul style="list-style-type: none"> • Motion to approve the agenda was made by Lisa Miller and seconded by Phil Krehbiel and approved 7-0. 	Elizabeth Roybal	
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> • Motion to approve the agenda with the change of noting that Mance Anderson is a member-at-large was made by Mark Huntzinger and seconded by Barbara CampBell and approved 7-0. 	Elizabeth Roybal	
5. Public Comment - none	Elizabeth Roybal	
6. Budget and Finance Committee Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of December 17. The committee reviewed the bank register, journal entries, expenditure report, and random checks. Our current financial status was compared to our predicted budget and we are right on track with spending. We have more revenue than originally anticipated. We had not budgeted for growth and had only budgeted for 425 students. We enrolled 450 students and are expecting NMPED to allocate funding to us for the additional 25 students in the first quarter of 2020. Phil Krehbiel made a motion to approve the Budget and Finance Report with Barbara CampBell making the second. The motion carried 7-0. <ul style="list-style-type: none"> a. BARS/Permanent Transfer: The following BARS were made: <ul style="list-style-type: none"> • 0019-I: \$5,496.00 to increase our operational budget • 0020-I: \$2,000.00 to increase the CNM Foundation Account • 0021-I: \$16,861.00 an increase to account for revenues received from activities Barbara CampBell moved to approve the BARS listed above. Phil Krehbiel made the second and the motion carried 7-0. <ul style="list-style-type: none"> b. New Bank Update: Our new account with US Bank is being completely utilized. c. Voya Contract 403 Resolution: The federal government now requires we have a Resolution allowing us to work with a 3rd party to execute a 403B retirement plan through our business offices. Jennifer Lopez made a motion that we execute this document and Barbara CampBell made the second. The motion carried 7-0. 	Phil Krehbiel, Rhonda Cordova, Barbara CampBell	
	Rhonda Cordova	
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<p>7. Executive Director’s Report</p> <p>a) Written Report: The Suburbans have arrived, however, the purchase of the trailers and the construction of the carport and fencing are on hold as our attorneys and APS work together for the release of our capital and HB 33 monies. All the 12th graders have passed their EOCs. We have been working with local law enforcement on training on the new ALICE protocol. During the upcoming inservices, the teachers will be working on Quarterly Assessment Analyses. We are beginning to look at the possibility of holding Summer School for grades 6-12 this next Summer.</p> <p>b) APS Lease Pilot Study and Voluntary Services Agreement: The agreement requires that APS Charter Schools housed in APS buildings all hold similar leases and expectations on management and repairs. Our attorneys are currently reviewing the documents to insure they are in our best interest.</p> <p>c) Charter Renewal Report: The APS Board was very pleased with our application and report. After minimal questioning, they unanimously approved our renewal. Dr. Escobedo and Melanie Chavez will discuss re-establishing long term goals.</p> <p>d) 80 Day Report: Our student population fluctuates between 449 and 452. The number of students in each grade also varies from 35 12th graders to 78 8th graders to 74 6th graders.</p> <p>e) Martinez and Yazzie Consolidated Lawsuit Update: In response to the lawsuit, all schools are expected to improve equity for all students, especially those identified as being at risk. PAPA has formed the PAPA Equity Council with specific staff members assigned to represent each group of students deemed to be at risk. A needs assessment and a plan of action will be constructed. The Council is comprised of administrators, staff, and parents.</p> <p>f) Out of State Travel: Five ELA teachers wish to attend a conference in Las Vegas, Nevada presented by Kagan Training in February 2020 that deals with ELA students working among groups and the Group Mindset. The cost, including transportation and lodging, is \$6,695.00. Barbara CampBell made the motion to fund this trip with Jennifer Lopez making the second. The vote carried 7-0.</p>	<p>Melanie Chavez</p>
<p>8. Organizational Business</p> <p>a) Policy Committee—</p> <p>i) Policies for Approval</p> <p>E.7.2 Student Medicine Storage (initial adoption): Student medicine will be stored in accordance of DOH guidelines.</p> <p>E.9 Animals in School (initial adoption): Subject to guidelines, animals may be brought to classrooms only if they serve a direct instructional purpose and if the animal can be cared for in a humane manner. The policy will follow NMSA 28-11-2.B which defines a “qualified service animal.”</p> <p>Barbara CampBell made a motion to approve the above policies as written with Lisa Miller making the second. The motion carried 7-0</p>	<p>Mark Huntzinger</p>
<p>9. President’s Report: Ms. Roybal thanked all the GC for obtaining all their required training early.</p>	<p>Elizabeth Roybal</p>

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10. Other Announcements/Discussion: None.		Elizabeth Roybal
11. Adjourn: We adjourned at 5:20. The next meeting will be on January 28, 2020, at 4:15.		Elizabeth Roybal
Status		Action Item
	Resource	Due Date