

Public Academy for Performing Arts Governing Council Meeting Agenda

Tuesday, March 28, 2017, 4:00 – 5:50 p.m.

Public Academy for Performing Arts Campus
11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 18

Type of meeting: Monthly

Chair: Joshua Vallano

Invited to Attend:

- | | |
|----------------------------------|--|
| 1. Merry Dudley, GC Member | 6. Sherry Allen, Staff Representative |
| 2. Mark Huntzinger, GC Secretary | 7. Jennifer Lopez, Staff Representative |
| 3. Michael Keith, GC Member | 8. Virginia Wilmerding, Staff Representative |
| 4. Elizabeth Roybal, GC Member | 9. Daphne Smith, HS Student Council Representative |
| 5. Joshua Vallano, GC President | 10. Delia Bradley, MS Student Council Representative |
| | 11. Doreen Winn, Executive Director |
| | 12. Rhonda Cordova, Business Manager |

Scheduled Guest(s): Juan Andres Rodriguez

Scheduled Absence:

----- Agenda -----

- | | | |
|--|--|-----------|
| 1. Call to Order, Roll Call (Quorum 4/7 voting members) | Chair..... | 4:00 p.m. |
| 2. Welcome and Introductions | Chair..... | 4:03 p.m. |
| 3. Approval of Agenda ACTION ITEM | All | 4:06 p.m. |
| 4. Approval of Previous Meeting Minutes ACTION ITEM | All | 4:10 p.m. |
| 5. Guest Artist Presentation of "Invictus" by William Ernest Henley..... | Juan Andres Rodriguez..... | 4:15 p.m. |
| 6. Open Forum for Public Comment (Form Required)..... | Chair..... | 4:25 p.m. |
| 7. Budget & Finance Committee Report, BARS ACTION ITEM | Joshua Vallano and Rhonda Cordova..... | 4:35 p.m. |
| 8. Policy Committee Report ACTION ITEM | Mark Huntzinger..... | 4:45 p.m. |
| 9. Governing Council Nominating Committee Report..... | Jennifer Lopez..... | 4:55 p.m. |
| 10. Executive Director's Report | Doreen Winn | 5:05 p.m. |
| a. 2017-18 Calendar ACTION ITEM | | |
| b. Staffing Update for 2017-18 | | |
| c. Written Report | | |
| d. Legislature Update | | |
| 11. President's Report..... | Joshua Vallano | 5:15 p.m. |
| a. Executive Director's Evaluation – Staff Surveys | | |
| 12. Other Announcements/Discussion | All..... | 5:25 p.m. |
| 13. Executive Session for Executive Director Evaluation..... | All..... | 5:30 p.m. |
| 14. Actions Resulting from Executive Session..... | All..... | 5:45 p.m. |
| 15. Adjourn..... | Chair..... | 5:50 p.m. |

----- Statement on Open Forum for Public Comment ----

The Governing Council welcomes public comments during the "Public Comment" portion of the governing council meeting agenda. Individuals wishing to make public comments shall complete a Public Comment form and submit it to the Council President prior to the "Public Comment" section of the meeting. Individual oral presentations will be limited to 5 minutes, unless extended by the Council President.

----- Statement of Non Discrimination ----

Public Academy for Performing Arts does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at 830-3128 Ext. 0 at least 24 hours prior to the meeting.

---- Additional Information ----

Regular monthly meetings 4:00 – 5:30 p.m., last Tuesday of every month on the PAPA Campus (unless indicated otherwise).

Audit Committee – Mark Huntzinger, Rhonda Cordova, Mariah Gonzales, Linda Medina, Russ Romans, Doreen Winn

Finance Committee – Joshua Vallano, Merry Dudley, Rhonda Cordova, Doreen Winn

Long-Range Planning – Michael Keith, Joshua Vallano, Doreen Winn, Naomi Montoya

Performing Arts Committee – Naomi Montoya, Joshua Vallano, Michael Keith, Elizabeth Roybal, Doreen Winn, Daphne Smith

Policy Review Committee – Mark Huntzinger, Joshua Vallano, Doreen Winn, Jennifer Lopez, Virginia Wilmerding

Website Committee – Joshua Vallano, Michael Keith, Stella Lavis, Jackie Mickey, Doreen Winn

Public Academy for Performing Arts Governing Council Draft Meeting Minutes

Date: 2-28-2017	Location: PAPA Room 18
Time: 4:00-5:59 PM	Facilitator: Joshua Vallano
Invitees in Attendance: Joshua Vallano, Mark Huntzinger, Michael Keith, Merry Dudley, Elizabeth Roybal, Jennifer Lopez, Virginia Wilmerding, Sherry Allen, Doreen Winn, Rhonda Cordova, Isis Lopez	
Not in Attendance: Adam Ciepiela, Delia Bradley, Daphne Smith,	
Guests in Attendance: Melanie Chavez	
Discussion	Resource
Call to Order 4:00 pm/Roll Call, 5 voting members present	Joshua Vallano
Welcome and Introductions	Joshua Vallano
Approval of Agenda Motion to approve the agenda was made by Mark Huntzinger, second by Merry Dudley approved 5-0	Joshua Vallano
Approval of Minutes Motion to approve the minutes was made by Elizabeth Roybal, second by Michael Keith approved 5-0.	Joshua Vallano
Open Forum for Public Comment – none	
Budget and Finance Report <ul style="list-style-type: none"> Finance Committee Report. Joshua Vallano, Merry Dudley, Doreen Winn and Rhonda Cordova met and reviewed the bank statement, journal entries, and the budget report. No issues were reported. Budget reallocations discussed at previous meetings have not been made; the reallocation will wait until the end of the Legislature session to see what additional impacts may occur. Food Service – the credits have been received from the vendor. A request was made to PED for items to be paid out of the GO Bond Library fund. Ms. Cordova will present Finance 101 at the National Charter School Conference in June 2017. The presentation will be made to the GC prior to this conference. The Budget Report distributed and discussed <ul style="list-style-type: none"> BARS: BAR 001-047-1647-0022-IB in the amount of \$46,061 was received for kitchen equipment. Motion to approve the BAR was made by Merry Dudley, second by Elizabeth Roybal approved 5-0. 	Rhonda Cordova
Website Update	Joshua

Public Academy for Performing Arts

Governing Council Draft Meeting Minutes

<ul style="list-style-type: none"> The new website is up and running. Staff has been trained on use of the website A suggestion was made to add new building information. 	Vallano
<p>Governing Council Membership Review</p> <ul style="list-style-type: none"> The policy for filling the GC voting membership was provided. The term status was provided. Ms. Winn announced Adam Ciepiela informed her that he would not be able to continue to serve on the GC. Nominating Committee: <ul style="list-style-type: none"> Ms. Lopez was appointed to the Nominating Committee last month. She is to seek additional committee members in accordance with the policy. Mr. Vallano indicated he would be submitting an application to continue to serve. The Nominating Committee was informed that two Community Members are needed. 	Joshua Vallano/ Doreen Winn
<p>Executive Director's Report</p> <ul style="list-style-type: none"> Written report provided. Food Service- administration is working with a consultant to determine what is required for the school to perform the food service operations. SBA testing started this week. Watching SB30 which would reduce the small school adjustment. 	Doreen Winn
<p>President's Report</p> <ul style="list-style-type: none"> Executive Director evaluation is due in May with her contract expiring June 30th. 	Joshua Vallano
<p>Other Announcements/Discussion</p> <ul style="list-style-type: none"> Transgender Policy – the Policy Committee was waiting on the decisions of the courts before progressing on the policy. The new Federal guidance also caused a pause. Currently, administration is addressing transgender issues on an individual basis which has been working. The annual budget is due April 25, 2017. The budget process requires community meeting at least 10 days prior to the budget approval. <ul style="list-style-type: none"> Tentative dates for the community meeting is April 5, 2017 Tentative date for a special GC meeting to discuss/approve the budget is April 18, 2017. There will be a Special GC Meeting, Friday, March 3, 2017 at 4:30 pm in Room 18. 	Joshua Vallano

Public Academy for Performing Arts Governing Council Draft Meeting Minutes

Executive Session <ul style="list-style-type: none"> A motion was made by Mark Huntzinger, seconded by Elizabeth Roybal to close the meeting specified in NMSA 10-15-1-H(2) limited personnel matters, and H(4) the discussion of personally identifiable information about any individual student. A roll call vote was taken with all five voting member voting to close the meeting. A motion was made by Mark Huntzinger, seconded by Elizabeth Roybal Move that matters discussed in the closed meeting were limited only to those specified in the motion for closure. A roll call vote was taken with all five voting member voting to approve the motion. 			Joshua Vallano
No actions were taken following the closed Executive session.			
Adjourn 5:59 pm			
Status			Action Item
		Resource	Due Date
In Progress	Establish procedure to have a GC member as a second line signer on all PAPA checks	Finance Committee	

FY2017
Transaction Type: Actuals

Posted Status	Attachments	Transaction Number	Origin	Transaction Date	Transaction Comment	Transaction Recorded Date	Transaction Recording User
True		0 00037942	J/E	03/03/2017	Reimbursant to PED for reduction in budget for IM - already reimbursed to PED. Temp Transaction Number T0038013	03/03/2017	flovato
True		0 00037992	J/E	03/26/2017	Reallocate Supply Expenditures from fund 11000 to 23000. Temp Transaction Number T0038163	03/26/2017	flovato
True		0 00038000	J/E	02/13/2017	Client Analysis Fee February 2017	03/27/2017	flovato
True		0 00038007	J/E	02/10/2017	Bankcard Fees	03/27/2017	flovato
True		0 00038010	J/E	02/15/2017	Reallocate Cash Receipt Batch #4231 from operational to Youth Chat Grant. Temp Transaction Number T0038181	03/28/2017	flovato

Finance Meeting on March 28, 2017






Packet Includes:

- * Journal Entries Listed Above
- * Bank Register Activity Report for February 2017
- * Bank Reconciliation for February 2017
- * Detailed Revenue & Expenditure Report as of 03/27/17

Budget Report as of March 27, 2017

OPERATIONAL

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>	<u>% to Budget</u>
\$3,089,594.80	(\$2,008,346.18)	(\$940,798.76)	\$140,449.86	5%
			(\$58,086.00) Pending BAR	
			\$6,918.05 Reallocate to IDEA B	
			<u>\$89,281.91</u>	3%

INSTRUCTIONAL MATERIALS

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$45,493.86	(\$22,427.15)	(\$2,091.29)	\$20,975.42

Food Services

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$125,522.17	(\$74,529.20)	(\$64,840.27)	(\$13,847.30)
			\$ 2,440.66 Actual Cash

Activities

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$168,564.38	(\$103,636.75)	(\$30,965.92)	\$33,961.71
			\$25,000.00 Pending BAR
			<u>\$58,961.71</u>

Title I

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$62,916.00	(\$42,428.34)	(\$21,631.72)	(\$1,144.06)

IDEA B

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$76,403.00	(\$55,911.08)	(\$13,573.87)	\$6,918.05
			(\$6,918.05) Reallocate from SEG

Title III

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$65.00	\$0.00	\$0.00	\$65.00

Teacher/Principal Training

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$34,400.00	(\$17,379.60)	(\$7,997.63)	\$9,022.77

Medicaid

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$4,587.91	(\$165.47)	\$0.00	\$4,422.44

CNM

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$6,974.85	(\$4,060.42)	(\$1,000.00)	\$1,914.43
			\$1,000.00 <i>Pending BAR</i>
			<hr/> \$2,914.43

GO Bond Library

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$3,992.00	\$0.00	\$0.00	\$3,992.00

Youth Chat Grant

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$1,000.00	\$0.00	\$0.00	\$1,000.00
			\$2,250.00 <i>Pending BAR</i>
			<hr/> \$3,250.00

Lease Reimbursement

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$279,775.00	(\$209,831.22)	(\$69,943.74)	\$0.04

HB33

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$295,603.73	(\$202,765.61)	(\$92,092.40)	\$745.72

SB9 State Match

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$0.00	(\$9,261.00)	\$0.00	(\$9,261.00)
			\$9,132.00 <i>Pending BAR</i>
			<hr/> (\$129.00)

SB9 Tax Allocation

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$294,260.67	(\$198,688.97)	(\$12,559.83)	\$83,011.87



NEW MEXICO Public Education Department



OPERATING BUDGET MANAGEMENT SYSTEM

BAR ENTRY

Logged In: rhondalovato1

[PUBLIC ACADEMY FOR PERFORMING ARTS 2016-2017]

[BAR Summary](#) | [BAR Actions](#) | [BAR Entry](#) | [BAR Uploads](#) | [BAR Utilities](#) | [Reports](#) | [Home](#)

BAR SEARCH

Budget Year: 2016-2017 ▼

Entity: Public Academy for Performing Arts ▼

Fund/SubFund: Select... ▼

Adjustment Type: Select... ▼

Select Non-Approved BAR: 001-047-1617-0023-D ▼

Retrieve

001-047-1617-0023-D AS OF 3/27/2017 11:07:06 PM IS: 0 FUND: 11000 - OPERATIONAL

BAR HEADER

BAR LINES: DECREASE 001-047-1617-0023-D FUND: 11000 - OPERATIONAL

Destination: Expenditure

Budgeted Amt: 3,089,595

Available Amt: 0

Budgeted FTEs: 41.57

Available FTEs: 41.57

Function: Select... ▼

Object:

Program:

Location:

Job Class:

Adjustment: (0)

FTE Adjustment: N/A

Enter

2 BAR Line record(s) found.

Delete Selected BAR Lines

Save

<input type="checkbox"/>	Acct Type	Func	Object	Location	Program	Job Class	Pres Budg	Adj Amt	FTE Adj	Budg As Adj	
<input type="checkbox"/>	REV	0000	11111-Unrestricted Cash	001047	0000	0000	330,334	(58,068)	N/A	272,266	➡
<input type="checkbox"/>	EXP	1000	52311-Health and Medical Premiums	001047	0000	0000	144,992	(58,068)	N/A	86,924	➡
							Total:	(58,068)	0.00		

Save



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OPERATING BUDGET MANAGEMENT SYSTEM

BAR ENTRY

Logged In: rhondalovato1

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**BAR SEARCH**

Budget Year: 2016-2017 ▼

Entity: Public Academy for Performing Arts ▼

Fund/SubFund: Select... ▼

Adjustment Type: Select... ▼

Select Non-Approved BAR: 001-047-1617-0024-I ▼

Retrieve



001-047-1617-0024-I AS OF 3/27/2017 11:07:38 PM IS: 0 FUND: 23000 - NON-INSTRUCTIONAL SUPPORT

**BAR HEADER**

BAR LINES: INCREASE 001-047-1617-0024-I FUND: 23000 - NON-INSTRUCTIONAL SUPPORT

Destination: Expenditure

Budgeted Amt: 168,564

Available Amt: 0

Budgeted FTEs: 0.00

Function: Select... ▼

Object:

Program:

Location:

Job Class:

Adjustment: 0

FTE Adjustment: N/A

Enter

2 BAR Line record(s) found.

Delete Selected BAR Lines

Save

<input type="checkbox"/>	Acct Type	Func	Object	Location	Program	Job Class	Pres Budg	Adj Amt	FTE Adj	Budg As Adj	
<input type="checkbox"/>	REV	0000	41705-Fees - Users	001047	0000	0000	78,568	25,000	N/A	103,568	←
<input type="checkbox"/>	EXP	1000	56118-General Supplies and Materials	001047	1010	0000	168,564	25,000	N/A	193,564	←
							Total:	25,000	0.00		

Save



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Public Education Department



OPERATING BUDGET MANAGEMENT SYSTEM

Logged In: rhondalovato1

BAR ENTRY

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BAR SEARCH

Budget Year: 2016-2017 ▼

Entity: Public Academy for Performing Arts ▼

Fund/SubFund: Select... ▼

Adjustment Type: Select... ▼

Select Non-Approved BAR: 001-047-1617-0025-I ▼

Retrieve

001-047-1617-0025-I AS OF 3/27/2017 11:08:05 PM IS: 0 FUND: 26207 - CNM FOUNDATION

BAR HEADER

BAR LINES: INCREASE 001-047-1617-0025-I FUND: 26207 - CNM FOUNDATION

Destination: Expenditure

Budgeted Amt: 6,975

Available Amt: 0

Budgeted FTEs: 0.00

Function: Select... ▼

Object:

Program:

Location:

Job Class:

Adjustment: 0

FTE Adjustment: N/A

Enter

2 BAR Line record(s) found.

Delete Selected BAR Lines

Save

<input type="checkbox"/>	Acct Type	Func	Object	Location	Program	Job Class	Pres Budg	Adj Amt	FTE Adj	Budg As Adj	
<input type="checkbox"/>	REV	0000	41921-Instructional - Categorical	001047	0000	0000	2,500	1,000	N/A	3,500	←
<input type="checkbox"/>	EXP	1000	55915-Other Contract Services	001047	1010	0000	6,975	1,000	N/A	7,975	←
							Total:	1,000	0.00		

Save

BAR ATTACHMENTS



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BAR ENTRY

Logged In: rhondalovato1

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BAR SEARCH

Budget Year: 2016-2017 ▼

Entity: Public Academy for Performing Arts ▼

Fund/SubFund: Select... ▼

Adjustment Type: Select... ▼

Select Non-Approved BAR: 001-047-1617-0026-I ▼

Retrieve



001-047-1617-0026-I AS OF 3/27/2017 11:08:27 PM IS: 0 FUND: 29130 - SCHOOL BASED HEALTH CENTER



BAR HEADER



BAR LINES: INCREASE 001-047-1617-0026-I FUND: 29130 - SCHOOL BASED HEALTH CENTER

Destination: Expenditure

Budgeted Amt: 1,000

Available Amt: 0

Budgeted FTEs: 0.00

Function: Select... ▼

Object:

Program:

Location:

Job Class:

Adjustment: 0

FTE Adjustment: N/A

Enter

2 BAR Line record(s) found.

Delete Selected BAR Lines

Save

<input type="checkbox"/>	Acct Type	Func	Object	Location	Program	Job Class	Pres Budg	Adj Amt	FTE Adj	Budg As Adj	
<input type="checkbox"/>	REV	0000	41923-Administration - Categorical	001047	0000	0000	0	2,250	N/A	2,250	←
<input type="checkbox"/>	EXP	1000	55915-Other Contract Services	001047	1010	0000	1,000	2,250	N/A	3,250	←
							Total:	2,250	0.00		

Save



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OPERATING BUDGET MANAGEMENT SYSTEM

BAR ENTRY

Logged In: rhondalovato1

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BAR SEARCH

Budget Year: 2016-2017 ▼

Entity: Public Academy for Performing Arts ▼

Fund/SubFund: Select... ▼

Adjustment Type: Select... ▼

Select Non-Approved BAR: 001-047-1617-0027-IB ▼

Retrieve



001-047-1617-0027-IB AS OF 3/27/2017 11:08:45 PM IS: 0 FUND: 31700 - CAPITAL IMPROVEMENTS SB-9



BAR HEADER



BAR LINES: INITIAL BUDGET 001-047-1617-0027-IB FUND: 31700 - CAPITAL IMPROVEMENTS SB-9

Destination: Expenditure

Available Amt: 0

Function: Select... ▼

Object:

Program:

Location:

Job Class:

Adjustment: 0

FTE Adjustment: N/A

Enter

2 BAR Line record(s) found.

Delete Selected BAR Lines

Save

<input type="checkbox"/>	Acct Type	Func	Object	Location	Program	Job Class	Pres Budg	Adj Amt	FTE Adj	Budg As Adj	
<input type="checkbox"/>	REV	0000	43202-State Flow-through Grants	001047	0000	0000	0	9,132	N/A	9,132	←
<input type="checkbox"/>	EXP	4000	57332-Supply Assets (\$5,000 or less)	001047	0000	0000	0	9,132	N/A	9,132	←
							Total:	9,132	0.00		

Save

H.5 GRIEVANCE POLICY

The Public Academy for Performing Arts strives to provide students with a positive, productive, safe, healthy, orderly environment in which they can thrive in academics and the arts. To this end, issues may arise that cannot be resolved at the classroom or administrative level, resulting in the need for intervention by the PAPA Governing Council. Thus, PAPA has instituted the following chain of procedure in regard to parent grievances:

1. If there is an academic or behavioral concern involving a student in the classroom, the first step is for a parent to contact the teacher.
2. If the concern cannot be resolved with the teacher, the parent may choose to present the concern to PAPA administration – the Director of Special Services for Special Education Concerns; the Assistant Director for discipline concerns; or the Executive Director for academic and other concerns.
3. If the concern was brought to the Director of Special Services or the Assistant Director and could not be resolved, the next step is to present the concern to the Executive Director.
4. If the concern cannot be resolved with the Executive Director, the parent may choose to appeal to the Governing Council for intervention through the following:
 - a. Present a written grievance statement to the Governing Council President detailing the situation and the resolution efforts within 5 work days after meeting with the Executive Director.
 - a.b. The Governing Council President, via the Executive Director, shall provide the written grievance to the person(s) that are the subject of the grievance. The person(s) that are the subject of the grievance may submit to the Governing Council President a written response to the grievance.
 - c. Within 10 work days of receipt of the written concern, the voting members of the Governing Council will meet ~~in Executive Session~~ to hear and discuss the ~~concern~~ grievance.
 - b.d. The grievance proceeding will be held in Executive/Closed Session. At the beginning of the ~~Executive/Closes session of the~~ meeting the President will read the ~~concern~~ grievance and allow the parent to make a statement providing any additional information. Written response(s) from the person(s) that are the subject of the grievance will also be read and will be allowed to make a statement providing any additional information. ~~The parent and Governing Council may choose to bring legal representation to the meeting.~~ The parent and his/her representatives along with the person(s) that are the subject of the grievance will then be excused from the meeting to allow the Governing Council to discuss the grievance.
 - e. The parent and Governing Council may choose to bring legal representation to the meeting.
 - e.f. The Governing Council's decision on the grievance will be made in open session and a written response to the grievance will be made within 5 work days of the ~~will respond to the grievance with a written response within 5 work days of the~~ Executive Session.
 - d.g. The Governing Council's response is final.

PUBLIC ACADEMY FOR PERFORMING ARTS

2017-2018 School Calendar (DRAFT)

July 2017						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

0 0

August 2017						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

ID=15 PD=3

September 2017						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

19 1

October 2017						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19 1

November 2017						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

17 2

December 2017						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11 0

January 2018						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

20 1

February 2018						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

18 1

March 2018						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

16 1

April 2018						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19 1

May 2018						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	snow	days	23	24	25	26
27	28	29	30	31		

14 0

June 2018						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

0 0

- School Closed/ Holidays
- First and Last Day of School
- Other - P/T Conferences/Department Collaboration Student Support-No School Some
- Teacher in-Service Day (no school for students)
- Student Registration Days
- ½ Days for Students

Teacher Days = 179
 # Student Days = 168
 # Teacher In-Service Days with no students = 11
 # 1:03 Release Days for Students = 6
 # Instructional Minutes Per Period = 54 + Added 6 minutes in 2nd Period
 # Instructional Hours Per Day = 7.2
 # Instructional Hours Per Year – Early Release=1226.4 -19.6 = 1,206.8

SUMMARY OF PAPA SCHOOL YEAR CALENDAR INPUT FOR 2017-18

A four question survey was distributed to the PAPA community before creating the draft 2017-18 School Year Proposed Calendar. Following are results from around 100 responses.

Question 1: PAPA will consider moving the 8th period support/arts classes to the beginning of the day. This change would include a zero hour (replacing 8th period) that runs from 7:30-8:20am. This moves first period to an 8:25am start time. The school day would conclude for all at 3:45pm, the end of 7th period

I am in favor of this change: 47.47%

I am opposed to this change: 41.41%

I have no opinion: 11.11%

Comment Summary: *I like the 3:20 end time. * If it means academic support would be first thing, it will be waaay too hard to get my kids there that early. She might be willing for a fun elective, but not for support. *I have assistance with afternoon pickups, but must carpool in the morning. *For those of us coming from the West side, an 8:00 start time is better for traffic than 8:25. Coming home later at 3:45 also makes traffic worse for people heading home in that direction. *Starting at 8:25 is very hard for working parents. If there is a classroom with a teacher where the kids can be from 8 till 8:25 it would be nice. *Not having an 8th period option at the end of the day would be VERY hard for working parents. *Research shows that students do better later in the day rather than early morning. *Even later better. *I am in favor as long as I can get my child enrolled in a zero hour class. *That would make it hard to get to 4:00 dance classes in the community.

Question 2: Do you want PAPA to follow the APS calendar holidays? We would keep in-service on days similar to this year (as extended weekends).

Yes: 65.98%

No Opinion: 34.02%

Comment Summary: *Add in-service days on dance tech rehearsal days. *No. I like having the calendar slightly different than APS. *Please minimize the number of school weeks less than 4 days (4-5 day school weeks as much as possible, please). *It does not matter to us as our daughter is the only kid at school right now. *I prefer to follow UNM break schedule. *I have other children at APS, and it would be great to share their breaks. *No. There are less problems when all kids in town are not off at the same time. *Please!!! *As a single mom with one child in an APS school and one in PAPA, it is very difficult if the two schedules are not in sync. *The schedule this year worked very well in terms of being able to schedule camps, etc. like over Spring Break.

Question 3: What is your preference for a start and end date of the school year? There will be the same number of instructional days.

Start 2nd week in August: 35.79%

Start 3rd week in August 30.53%

Start the 4th week in August 24.21%

No Opinion: 9.47%

Comment Summary: *Follow close as possible to APS. *2nd option is OK, but I dislike the 3rd. *Coincide with APS. *Please don't start earlier. *We should start August 1st and 2nd with in-service and finish a week early in May. *Start same as APS. *Start 2nd week of August and end the 5th week of May with a slightly longer Spring Break and Fall Vacation to account for the longer school year. This would shorten the time away from learning, so the students would not lose as much information over the break. *Match the APS calendar.

Question 4: What other calendar suggestions do you have?

Comment Summary:

*Meet the teacher according to the child's schedule (10 min each period) beg of year to hear about syllabus, etc. Parent teacher conferences scheduled the first semester. *I don't have a big opinion for the start or end date. I like that they have shorter xmas break but have more days off throughout the year. The biggest help is consistent with APS. Can they go to summer school elsewhere in APS so a 3rd elective is possible for middle school? *It seems punitive to have to back for a few days at the beginning of August merely to satisfy an accounting technicality. There should be another way to handle this. *Thank you for asking. *It would be great to have more three day weekends rather than less 4 day weekends. Thank you very much for all your hard work! *Put time in for seniors to meet with their mentors for showcase periodically throughout the year. Academic advising worked into the schedule periodically. *I love the full day in-service instead of half days that we have now. Definitely would love to keep that. Everything else is great as is! *Spring Dance Tech Days-Turn into Parent Teacher Conference Days or while dance kids are out have the other arts students do arts master classes. Non arts teachers could help supervise at tech rehearsal doing pre-registration, etc. *Keep being awesome on the days ending in "Y"!! Ba dum tsssss *Again, it would be very difficult if you did away with 8th period at the end of the day and didn't replace it with an after school option. Many parents work and live far from the school. Please don't increase the inconvenience. My child loves PAPA and wants to continue attending. *Add 2-3 half days for staff to assemble and review. *Four day week? *Keep spring break with APS. *Start August 1 and 2 with in-service and end school earlier in April/May. *Keep as much as possible with APS calendar. "Keep same spring break as APS. *The calendar model from 2015-16 with more 3-day weekends than 4/5 day weekends from the 2016-17 model was better. It seemed like it made the staff and students a little less burned out by the time they got to the long weekend. *None, but appreciate the opportunity to provide input. Thanks! *Shorten the summer vacation and lengthen other vacations. Student skills start to degrade the longer they are away from the classroom. *Align spring break with UNM spring break.

Academic Achievement / Students:

- Nineteen members responded to the invitation and were accepted as members of National Honor Society. The induction ceremony will take place on Friday, March 31st at 6:00pm at PAPA.
- PAPA 9th graders participated in the ASPIRE, the pre-ACT assessment. The results will be reviewed through the English classes.
- PAPA Lottery is complete with the following results:
 - 6th Grade – 127 Applicants with 15 siblings – Total accepted=65
 - 7th Grade – 28 Applicants with no siblings – No openings at this time.
 - 8th Grade – 30 Applicants with 1 sibling – Sibling position only
 - 9th Grade – 53 Applicants with 1 sibling – Sibling position only
 - 10th Grade – 8 Applicants with 1 sibling – Sibling and 1 opening accepted
 - 11th Grade – 8 Applicants with 1 sibling -
- Registration continued for next year. Staff met with the parents of 8th grade students to help create a smooth transition into high school.
- Students in grades 7 and 11 completed the NM Standards-Based Assessment in Science.
- A review of the PSAT results took place for student participants.
- The Title I Spring Monitoring Visit took place.

Performing Arts / Activities

- The Spring Orchestra Concert was held.
- Juan Andres Rodrigues won 2nd place at the New Mexico State Poetry Out Loud Contest in Santa Fe. He won a \$200 cash prize for himself and another \$200 for PAPA Theater.
- The Spring Dance Concert was held with over 200 dancers. Added to the mix were some musicians and singers who accompanied the dancers.
- A Zumba fundraiser was held at PAPA to support a student who will attend the Dance Camera West Film/Contemporary Dance trip to Las Angeles. PAPA Alum, Becca Montoya (Class of 2009) was spotted among the crowd! Special thanks to all the guest instructors!
- Congratulations to Ashlee Flores, winner of the Albuquerque Book Trailer Film Contest for her animated film "Charlotte's Web".
- The Spring Choir Concert was held.
- Theatre Students attended a performance of The Jungle Book at Duke city Repertory Theatre. PAPA YouthCHAT Ambassadors presented at Young Parent Town Hall with NMDOH.
- Congratulations to February Winners John Babington for film and Olivia Sanchez for photography in the Future Voices of New Mexico monthly contest.

Professional Development / Staff

- Positions have been posted to replace retiring staff and in positions of need. The administration is working diligently to hire the highest qualified, quality teachers to fill the positions.
- Jeanne Garcia attended the MS Math National Conference in Santa Fe.
- The Science Department met with Alfredo Barrios, newly hired Science Teacher for the 2017-18 school year to discuss the future of PAPA's Science Program.
- PAPA staff is planning a celebration of academics, PAPARCC which will take place in conjunction with PARCC testing April 25-May 1. As always, we are celebrating the challenge testing brings as we know the importance of assessment. There will be workshops for students focused on health and wellness, local artists, and business professionals; a college and career fair; a community and volunteer fair, and a community art project. The event will culminate on May 1st as testing ends and the NHS PAPAry begins!

Staffing Update for 2017-2018

- **Retiring:** Jennifer Lopez- Hired Tamera Lopez; Jerry Brown-Hired Alfredo Barrios, George Bailey-Hired Juliette Beck
- **Open Positions and Possibilities:** Special Education Mathematics or Secondary Mathematics (team teach), Theater, Part-time Dance, additional Special Education (open subject area)

Community

- PAPA YouthCHAT ambassadors Niqui Marquez and Matilda Yatsco attended a wonderful New Mexico Department of Health Office of School & Adolescent Health training on Healthy Relationships at Roadrunner Foodbank. Niqui & Matilda & PAPA YouthCHAT team members will share their new knowledge at an upcoming workshop for the PAPA community! Special thanks to Tessa Medina-Lucero for sharing her expertise on Youth/Adult partnerships for better health!
- PAPA Ambassadors had a great time visiting the NM Roundhouse! They were able to experience the past, present and future thanks to some great friends of PAPA! They were guests of Senator John Sapient, guests of Mr. Steve Crespín, MCA of NM for lunch, were fortunate to talk about PAPA with many Senators and Representatives throughout the day, and met with Representative Jimmy C. Hall who serves PAPA's District! They also enjoyed a great history lesson by a PAPA Grandparent, Mr. Jeep Gilliland. Did you know that the first elected Governor for the State of NM Mexico is related to Isis and Jade Lopez? Thank you Mrs. Ronda Lopez for the awesome tour!
- Administration is working with the NM Coalition of Charter Schools to host a conference at PAPA at the end of May.
- PAPA students are encouraged to register with NM Jazz Workshop in their Summer Jazz and Arts Camps which runs through June. Children ages 6-12 will be in one camp while student in grades 7-12 will be in another. The event will be hosted at PAPA. There will be a few scholarships available for PAPA students.
- The Governing Council has 2 open positions to fill with community members. All parent positions have been filled.
- The PAPA community was busy filling out surveys this month with the Quality of Education Survey, Title I Parent Engagement, and the Calendar survey that went out to parents. The students filled out surveys evaluating teachers, as the staff filled out a survey evaluating administration.
- PAPA had almost 1,000 likes on Facebook😊
- The SAC/SHAC committee met to review the calendar survey along with Title I Parent Engagement Policy and Compact.
- The PTSO met to discuss Semester 2 events.

Facility

- A sound test was completed to measure the noise level around the facility, in preparation for the architectural designs.
- A new link was added to the PAPA website to keep the community updated on facility development.

Submitted By:



Doreen A. Winn

Directions: Please fill in marks like this: ●

Not like this: ○ ⊗ ⊕

	Strongly Agree	Agree	Disagree	Strongly Disagree	Do Not Know
1. My child is safe at school.	105 (5)	86 (4)	4 (3)	3 (2)	4 (1)
2. My child's school building is in good repair and has sufficient space to support quality education.	76 (5)	109 (4)	14 (3)	1 (2)	6 (1)
3. My child's school holds high expectations for academic achievement.	128 (5)	85 (4)	1 (3)	1 (2)	4 (1)
4. School personnel encourage me to participate in my child's education.	107 (5)	93 (4)	12 (3)	5 (2)	2 (1)
5. The school offers adequate access to up-to-date computer and technologies.	77 (5)	109 (4)	13 (3)	5 (2)	9 (1)
6. School staff maintains consistent discipline which is conducive to learning.	130 (5)	106 (4)	11 (3)	3 (2)	10 (1)
7. My child has an adequate choice of school sponsored extracurricular activities.	100 (5)	79 (4)	34 (3)	0 (2)	3 (1)
8. My child's teacher provides sufficient and appropriate information regarding my child's academic progress.	83 (5)	106 (4)	15 (3)	1 (2)	1 (1)
9. The school staff employs various instructional methods and strategies to meet my child's needs.	82 (5)	109 (4)	15 (3)	1 (2)	4 (1)
10. My child takes responsibility for his, or her, learning.	115 (5)	84 (4)	6 (3)	3 (2)	1 (1)
11. As a parent I am welcome at my child's school.	109 (5)	85 (4)	6 (3)	1 (2)	5 (1)
12. My school provides opportunity for meaningful parent involvement/engagement in schools.	93 (5)	93 (4)	10 (3)	3 (2)	5 (1)
13. My school offers the academic challenge my child needs.	97 (5)	88 (4)	15 (3)	1 (2)	3 (1)
14. The amount of testing in which my student participates is appropriate.	56 (5)	86 (4)	30 (3)	16 (2)	7 (1)
15. My child receives a well-rounded education.	103 (5)	99 (4)	4 (3)	2 (2)	1 (1)
16. The arts education at PAPA is sufficiently rigorous.	106 (5)	77 (4)	9 (3)	2 (2)	3 (1)
17. I am satisfied with the variety of PAPA's performing arts options.	130 (5)	73 (4)	2 (3)	1 (2)	1 (1)
18. I use PowerSchool at least once per week.	99 (5)	83 (4)	19 (3)	10 (2)	4 (1)
19. I utilize the school website for information.	94 (5)	84 (4)	19 (3)	5 (2)	5 (1)
20. PAPA is meeting the individual academic needs of my child.	103 (5)	88 (4)	12 (3)	0 (2)	5 (1)