

Public Academy for Performing Arts

Governing Council

Meeting Agenda

Tuesday, July 31, 2018, 4:15pm

Council Financial Training Work Session 3:15pm

Public Academy for Performing Arts Campus

11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Teachers' Lounge

Type of meeting:	Community / Monthly	Chair:	Elizabeth Roybal
Invited to Attend:	1. Mance Anderson, GC Member 2. Mark Huntzinger, GC Secretary 3. Michael Keith, GC Member 4. Phil Krehbiel, GC Member 5. Jennifer Lopez, GC Member 6. Michael Matsko, GC Member 7. Elizabeth Roybal, GC President	Scheduled Guests:	8. Sherry Allen, Staff Representative 9. Virginia Wilmerding, Staff Representative 10. Carol Torrez, Staff Representative 11. Doreen Winn, Executive Director 12. Rhonda Cordova, Business Manager 13. Fermin Gonzales, III, HS Student Council President 14. Brooke Rodriguez, MS Student Council President

1. Call to Order, Roll Call (Quorum 4/7 voting members).....Chair.....4:15 p.m.
2. Welcome and Introductions, New Member Recognition.....Chair.....4:17 p.m.
3. Approval of Agenda **ACTION ITEM**All.....4:20 p.m.
4. Approval of June Meeting Minutes **ACTION ITEM**All.....4:25 p.m.
5. Open Forum for Public Comment (Form Required).....Chair.....4:30 p.m.
6. Budget & Finance Committee Report **ACTION ITEM**Michael Matsko and Rhonda Cordova.....4:35 p.m.
 - a. June Budget & Finance Committee Report Approval **ACTION ITEM**
 - b. 4th Quarter Financial report
 - c. Audit Committee Update
 - d. BARS **ACTION ITEM**
7. Executive Director's Report.....Doreen Winn4:45 p.m.
 - a. Handbooks - New Information
 - b. End-of-Year Reports-Assessment Data
8. Organizational BusinessChair.....4:55 p.m.
 - a. Election of Officers **ACTION ITEM**
 - b. Committee Updates
 - Policy- Public Comment Report A.13.3, C.2.5, C.5.3.3.4 Level 4, E.2, H.2.9, B.2, Purchasing Flow Chart **ACTION ITEM**...Mark Huntzinger
 - Website **ACTION ITEM** ...Michael Keith
 - c. Signatures – Checks, APS Contract Addendum
 - d. Affidavit of New Board Members
 - e. Open Meetings Act Resolution **ACTION ITEM** – Select meeting dates, location and time from August, 2018-July, 2019
 - f. Committee Assignments
 - g. NMPED Yearly Training Requirements for Governing Councils
9. President's Report.....Elizabeth Roybal.....5:15 p.m.
10. Other Announcements/DiscussionAll.....5:20 p.m.
11. Adjourn.....Chair.....5:30 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 ----

Audit Committee – Michael Matsko (Chair), Jennifer Lopez, Doreen Winn, Rhonda Cordova, Ruby Arispe, Russ Romans

Finance Committee – Michael Matsko (Chair), Mark Huntzinger, Rhonda Cordova, Doreen Winn –7:30a.m.monthly, day of Council Meeting.

Long-Range Planning – Michael Keith (Chair), Jennifer Lopez, Doreen Winn, Naomi Montoya

Performing Arts Committee – Elizabeth Roybal (Chair), Michael Keith, Doreen Winn, Naomi Montoya, Joshua Vallano

Policy Review Committee – Mark Huntzinger (Chair), Doreen Winn, Jennifer Lopez, Virginia Wilmerding

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

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes June 26, 2018

Date: 6/26/2018	Location: PAPA Teacher Lounge
Governing Council Meeting	
Time: 4:19 to 5:40 PM	Facilitator: Elizabeth Roybal
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member), Michael Keith (voting member) at 4:19, Jennifer Lopez (voting member), Michael Matsko (voting member), Phil Krehbiel (new member), Virginia Wilmerding, Carol Torrez, Sherry Allen, Doreen Winn, Rhonda Cordova, Araceli Lopez (student body vice president)	
Not in Attendance: Fermin Gonzales III, Brooke Rodriguez, Mance Anderson (new member)	
Guests in Attendance: none	
Discussion	
1. Call to Order 4:15 pm/Roll Call, 4 voting members present, recognize new members - Phil Krehbiel. Phil Krehbiel and Mance Anderson both have completed the PED mandated new member training and are full voting members.	Elizabeth Roybal
2. Welcome and Introductions	Elizabeth Roybal
3. Approval of Agenda <ul style="list-style-type: none"> Motion to approve the agenda with the elimination of item 6a BARS and a correction to the May meeting in item 4, was made by Michael Matsko, seconded by Jennifer Lopez, approved 4-0. 	Elizabeth Roybal
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> Motion to approve the minutes of the April 24, 2018 regular meeting was made by Jennifer Lopez, seconded by Michael Keith, approved 5-0. 	Elizabeth Roybal
5. Public Comment - none	
6. Budget and Finance Report <ul style="list-style-type: none"> Finance Committee Meeting was held, present were Mark Huntzinger, Rhonda Cordova, and Doreen Winn. The bank register report, bank reconciliation report, journal entries, the detailed report through June 22, 2018 were reviewed. The Budget Report as of June 22, 2018 was presented and discussed. The ending balance is \$54,179.09. End-of-year closeout – Purchase Orders have been closed, BARS 0037-I, a placeholder for the final IDEA B was not used. PAPA did not receive an additional IDEA B allocation. 6b. Audit Committee members as shown on the agenda were submitted and approved by the GC. 	Michael Matsko, Mark Huntzinger, Rhonda Cordova
7. Executive Director's Report <ul style="list-style-type: none"> 7a Written report was provided. The Master Schedule is attached 7b End-of-Year Report-PARCC data is attached, the summary is based on a compilation of individual student data. The school data has not been 	Doreen Winn

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes June 26, 2018

<p>released. The data was discussed.</p> <ul style="list-style-type: none"> • Charter Renewal – APS has determined that the PAPA charter is valid to June 2020. • Mathematics Program – based on the end-of-year-PARCC data above, students will be directed to an appropriate mathematics progression track. • 7c Contract Amendment APS - the motion to approve the contract amendment to reflect the charter end date of June 2020 was made by Mark Huntzinger, seconded by Jennifer Lopez, passed 6-0 	
<p>8. Organizational Business</p> <ul style="list-style-type: none"> • 8a Committee Reports <ul style="list-style-type: none"> ○ Policy Committee – attached are the changes to sections A.13.3 Audit Committee, C.2.5 At Will Employment, C.5.3.3.4 Level 4 (Governing Council), H.2.9, B.2 Purchasing (a major revision); and a new section E.2 F Banning Individuals from School Campus were presented. The motion to approve these revised sections for public comment was made by Elizabeth Roybal, seconded by Michael Matsko, approved 6-0. ○ The Long-Range Planning Committee – finding a new venue for graduation, Legacy Church and National Hispanic Cultural Center were contacted and Legacy Church has an 850 to 900 seat capacity and would cost \$2,500 for the awards ceremony and graduation. Exploring internships for sound, video and other performing arts trades. New class “PAPA Promotions’ to design posters, programs, social media, etc. ○ 8b New facility meeting with APS- construction in four phases, first phase new utility services and specialized instructional building – utilities to be under construction February 2019, specialized instructional building design to be complete November 2018, bid early 2109. Funding from existing mil levy. Phase 2 is the general education classroom building to be a bid alternate to the specialized instructional building to be funded from the February 2019 APS bond election. Phase 3 is the conversion of the band room (old gym) to a food service (no kitchen), demolition of the Acoma and medial buildings. Phase 4 is the construction of the admin and cafeteria building and the Performing Arts Center. Studio Southwest is designing all the buildings to be packaged into different construction contracts as funding is available. ○ Website – discussion on moving the website to the LDD server. Phil Krehbiel made a motion to authorize the web site committee chairman to begin the process to transfer the web site to PAPA control, seconded by Michael Matsko, approved 6-0. 	<p>Elizabeth Roybal</p>

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Draft Governing Council Meeting Minutes June 26, 2018

<ul style="list-style-type: none"> ○ Performing Arts Committee will meet in August. ○ Audit Finalize members – addressed in item 6b. ● 8c Signatures – none required 			
9. President's Report – reported on new Governing Council training by Phil Krehbiel and Mance Anderson.			
10. Other Announcements/Discussion <ul style="list-style-type: none"> ● July 31, 2018 meeting to include the annual Open Meeting Act resolution, officer elections, authorized/check signatures, committee assignments. ● All members will require their annual training starting in July. ● Rhonda Cordova has agreed to present financial training in a work session before the next meeting. 			Elizabeth Roybal
11. Adjourn 5:59 pm			
Next schedule meeting July 31, 2018 4:15 pm, Financial training works session 3:15 pm			
Status			Action Item
		Resource	Due Date

v1

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-047-1819-0001-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2018-2019

Entity Name: Public Academy for Performing Arts

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Rhonda Cordova, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-604-5056

Email: rhondacordova1000@outlook.com

FLOWTHROUGH ONLY

Budget Period: 07/01/2018

To: 06/30/2019

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 27183.0000.43202 \$5,000

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27183 NM Grown FVV	3100 Food Services Operations	56116 Food	0000 No Program	0000 No Job Class		\$5,000	\$5,000	
Sub Total						\$5,000		
Indirect Cost								
DOC. TOTAL						\$5,000		

Justification:

Award Letter

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Approvals by Digital Signature

Name

Role

Date

Rhonda Cordova

Business Manager

7/31/2018 2:52:48 PM

Posted Status	Attachments	Transaction Number	Origin	Transaction Date	Transaction Comment	Transaction Recorded Date	Transaction Recording User
True	0 00042643		J/E	06/15/2018	Reverse Transaction = 00042404 ;Reallocate addl amount from ACES Invoice #2382 from fund 31701 to 31700; Temp Transaction Number T0042576; Temp Transaction Number T0042817	06/27/2018	rlavato
True	0 00042817		J/E	06/11/2018	Client Analysis Fee June 2018	07/12/2018	rlavato
True	0 00042818		J/E	06/12/2018	Bank Card Fees June 2018	07/12/2018	rlavato
True	0 00042820		J/E	06/30/2018	Correct Deposit account for Angelica Manzanarez Batch 4665 from Musical Theater to Lunch account; Temp Transaction Number T0042994	07/15/2018	rlavato
True	0 00042821		J/E	06/30/2018	Reallocate Ghost Ranch refund from batch #4702 \$7.20 to Lunch account; Temp Transaction Number T0042995	07/15/2018	rlavato
True	0 00042822		J/E	06/30/2018	Reallocate Ghost Ranch Refund for Naya Yara batch 4689 \$45 to lunch account; Temp Transaction Number T0042996	07/15/2018	rlavato
True	0 00042823		J/E	06/30/2018	Reallocate Scotland Johnson Dance Ensemble payment \$25 batch 4676 to lunch account; Temp Transaction Number T0042997	07/15/2018	rlavato
True	0 00042824		J/E	06/30/2017	Reallocate James Cockrell Ghost ranch refund \$29.20 batch 4681 to lunch account; Temp Transaction Number T0042998	07/15/2018	rlavato
True	0 00042922		J/E	06/30/2018	Fraudulent checks created and cleared through WF. A claim has been made with WF and State Auditor has been notified; Temp Transaction Number T0043096	07/23/2018	rlavato
True	0 00042935		J/E	06/30/2018	Close out liabilities to cash; Temp Transaction Number T0043104	07/24/2018	rlavato
True	0 00042938		J/E	06/30/2017	Reverse Transaction = 00042824 ;Reallocate James Cockrell Ghost ranch refund \$29.20 batch 4681 to lunch account; Temp Transaction Number T0042998; Temp Transaction Number T0043166	07/24/2018	rlavato
True	0 00042939		J/E	06/30/2018	Reverse Transaction = 00042938 ;Reverse Transaction = 00042824 ;Reallocate James Cockrell Ghost ranch refund \$29.20 batch 4681 to lunch account; Temp Transaction Number T0043168	07/24/2018	rlavato
True	0 00042940		J/E	06/30/2018	Correct bank account for Activities; Temp Transaction Number T0043169	07/24/2018	rlavato
True	0 00042943		J/E	06/30/2018	Reallocate unallowable expenditures for Amazon Invoice #05940642082 from IM to Operational; Temp Transaction Number T0043172	07/24/2018	rlavato
True	0 00042944		J/E	06/30/2018	Reallocate unallowable expenditures from IM to Operational Amazon Invoice 102358254849; Temp Transaction Number T0043173	07/25/2018	rlavato
True	0 00042945		J/E	06/30/2018	Reallocate unallowable expenditures for page one bookstore #032731 from 14000 to 11000; Temp Transaction Number T0043174	07/26/2018	rlavato
True	0 00042946		J/E	06/30/2018	Reallocate unallowable expenditures from IM to Operational; Temp Transaction Number T0043175	07/26/2018	rlavato
True	0 00042947		J/E	06/30/2018	Reverse Transaction = 00042946 ;Reallocate Unallowable expenditures from IM to Operational; Temp Transaction Number T0043175	07/26/2018	rlavato
True	0 00042965		J/E	06/30/2018	Number T0043176	07/30/2018	rlavato
True			J/E	06/30/2018	Reallocate part of Melanie Dunn Chavez from 1211 to 1315; Temp Transaction Number T0043195	07/30/2018	rlavato

Finance Meeting on July 31, 2018

*4th Quarter Reports for FY2018

PAPA
Bank Reconciliation - State Funds
30-Jun-18

Ending Balance Per Bank Statement

388,737.00

Add:

0.00

Less:

2/27/2018	10927	PAPA PTSO	
4/20/2018	11038	Lynn, Amy	\$ 79.12
4/27/2018	11058	Lynn, Amy	\$ 7.80
5/2/2018	11072	Rodriguez, Gustavo Robert	\$ 70.60
5/7/2018	11077	Slice Parlor	\$ 80.00
5/14/2018	11089	Boyne, Riley	\$ 97.50
5/14/2018	11098	Lynn, Amy	\$ 200.00
5/29/2018	11136	Maestas, Monica	\$ 37.95
5/29/2018	11140	Sundstrom, Allison	\$ 19.99
5/31/2018		INGReliastar	\$ 19.85
5/31/2018		MG Trust Company	\$ 3,587.00
6/5/2018	11150	NMSNA	\$ 960.00
6/5/2018	11151	NMSNA	\$ 195.00
6/5/2018	11157	Carrara, Michelle	\$ 50.00
6/5/2018	11160	Cuevas, Leticia	\$ 60.00
6/5/2018	11163	French, LaTomia	\$ 50.00
6/5/2018	11165	Gorena, Marla	\$ 50.00
6/5/2018	11166	Griego, Dolores	\$ 42.80
6/5/2018	11167	Hall, Kathy	\$ 50.00
6/5/2018	11168	Kapuscinski, Trina	\$ 15.50
6/5/2018	11172	Orehek, Heidi	\$ 50.00
6/5/2018	11175	Singh, Kamal	\$ 7.50
6/8/2018	11178	Barrio, Alfredo	\$ 50.00
6/8/2018	11189	Sundstrom, Allison	\$ 200.00
6/12/2018	11197	Kesselman Jones Inc	\$ 200.00
6/25/2018	11203	AA Mobile Shredders	\$ 2,000.00
6/25/2018	11204	ABCWUA	\$ 122.28
6/25/2018	11205	Amazon.com	\$ 3,558.96
6/25/2018	11206	Central Region Educational Co	\$ 102.53
6/25/2018	11207	Shamrock Supply	\$ 6,248.71
6/26/2018		APS	\$ 120.00
6/26/2018	11208	Staples	\$ 66,552.37
			\$ 54.06

(84,939.52)

303,797.48

Ending Balance per G/L

303,797.48

Add:

Subtract:

0.00

Ending Balance for G/L

303,797.48

Difference - In Balance if \$0.00

0.00

Prepared by: Rhonda Cordova

Reviewed and Approved by:

School District: Albuquerque
 Charter Name: Public Academy for Performing Arts
 Month/Quarter 6/30/18

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Bernalillo
 PED No.: 001-047

Previous Year Report ending date	06/30/2017 6/30/18	OPERATIONAL FUND 11000	TEACHERAGE FUND 12000	TRANSPORTATION FUND 13000	INST. MATERIALS FUND 14000	FOOD SERVICES FUND 21000	ATHLETICS FUND 22000	NON-INSTRUCT. FUND 23000
Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.								
Total Cash Balance 06/30/2017	+OR-	188,517.00	0.00	0.00	11,586.95	8,331.00	0.00	108,423.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	2,727,023.60	0.00	0.00	12,058.59	92,348.20	0.00	143,148.29
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 6/30/18	=	2,915,540.60	0.00	0.00	23,645.54	100,679.20	0.00	251,571.29
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(2,858,429.11)	0.00	0.00	(15,796.32)	(84,406.99)	0.00	(126,594.15)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	57,111.49	0.00	0.00	7,849.22	16,272.21	0.00	124,977.14
Other Reconciling Items								
Payroll Liabilities	+	161,135.54	0.00	0.00	0.00	1,343.33	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	+OR-	21,277.16	0.00	0.00	0.00	(4,423.00)	0.00	(18,603.82)
TOTAL RECONCILED CASH BALANCE 6/30/18	=	239,524.19	0.00	0.00	7,849.22	13,192.54	0.00	106,373.32
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	(106,989.88)	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 6/30/18	+OR-	132,534.31	0.00	0.00	7,849.22	13,192.54	0.00	106,373.32

School District: Albuquerque
Charter Name: Public Academy for Performing Arts
Month/Quarter 6/30/18

PED Cash Report
for 2017-2018 Fiscal Year

County: Bernalillo
PED No.: 001-047

	FEDERAL FLOWTHROUGH FUND	FEDERAL DIRECT FUND	LOCAL GRANTS FUND	STATE FLOWTHROUGH FUND	STATE DIRECT FUND	LOCAL OR STATE FUND	BOND BUILDING FUND
	24000	25000	26000	27000	28000	29000	31100
Total Cash Balance 06/30/2017	=	(8,759.19)	7,347.52	2,969.43	(3,992.60)	0.00	1,000.34
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	83,122.33	7,651.02	3,500.00	7,668.56	0.00	5,000.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 6/30/18	=	74,363.14	14,998.54	6,469.43	3,675.96	0.00	6,000.34
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(181,476.38)	(689.24)	(3,500.00)	(7,172.56)	0.00	(6,799.30)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	(107,113.24)	14,309.30	2,969.43	(3,496.60)	0.00	(798.96)
Other Reconciling Items							
Payroll Liabilities	+	10,594.21	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	1,749.66
TOTAL RECONCILED CASH BALANCE 6/30/18	=	(96,519.03)	14,309.30	2,969.43	(3,496.60)	0.00	950.70
Total Outstanding Loans	+OR-	96,519.03	0.00	0.00	3,496.60	0.00	0.00
*** Provide Full Explanation on Last Page							
Total Ending Cash 6/30/18	+OR-	0.00	14,309.30	2,969.43	0.00	0.00	950.70

School District: Albuquerque
Charter Name: Public Academy for Performing Arts
Month/Quarter 6/30/18

PED Cash Report
for 2017-2018 Fiscal Year

County: Bernalillo
PED No.: 001-047

PUBLIC SCHOOL SPECIAL CAPITAL SPECIAL CAPITAL CAPITAL IMPROV CAPITAL IMPROV. CAPITAL IMPROV. CAPITAL OUTLAY OUTLAY LOCAL OUTLAY STATE OUTLAY FEDERAL HB 33 SB9- STATE SB9- LOCAL										
	31200	31300	31400	31500	31600	31700	31701			
Total Cash Balance 06/30/2017	=	(69,942.95)	0.00	0.00	0.00	68,901.56	(9,132.00)			1,937.97
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	350,086.74	0.00	0.00	0.00	247,094.00	9,132.00			121,898.29
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Resources to Date for Current Year 6/30/18	=	280,143.79	0.00	0.00	0.00	315,995.56	0.00			123,836.26
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(280,143.00)	0.00	0.00	0.00	(310,676.10)	(6,974.25)			(103,537.85)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Cash	=	0.79	0.00	0.00	0.00	5,319.46	(6,974.25)			20,298.41
Other Reconciling Items										
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00			0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00			0.00
TOTAL RECONCILED CASH BALANCE 6/30/18	=	0.79	0.00	0.00	0.00	5,319.46	(6,974.25)			20,298.41
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	6,974.25			0.00
Total Ending Cash 6/30/18	+OR-	0.79	0.00	0.00	0.00	5,319.46	0.00			20,298.41

School District: Albuquerque
 Charter Name: Public Academy for Performing Arts
 Month/Quarter 6/30/18

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Bernalillo
 PED No.: 001-047

	ENERGY EFFICIENCY 31800	ED, TECH EQUIP ACT 31900	PSCOC 20% FUND 32100	DEBT SERVICE FUND 41000	DEFERRED SICK LEAVE FUND 42000	ED TECH DEBT SERVICE FUND 43000	GRAND TOTAL ALL FUNDS
Total Cash Balance 06/30/2017	=	0.00	0.00	0.00	0.00	0.00	307,188.03
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	0.00	0.00	0.00	0.00	3,809,731.62
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 6/30/18	=	0.00	0.00	0.00	0.00	0.00	4,116,919.65
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	0.00	0.00	0.00	0.00	(3,986,195.25)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	130,724.40
Other Reconciling Items							
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	173,073.08
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 6/30/18	=	0.00	0.00	0.00	0.00	0.00	303,797.48
Total Outstanding Loans	+OR-	0.00	0.00	0.00	0.00	0.00	0.00
*** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	303,797.48
Total Ending Cash 6/30/18							

7/31/2018 6:50 AM

School District: Albuquerque
Charter Name: Public Academy for Performing Arts
Month/Quarter 6/30/18

PED Cash Report **for 2017-2018 Fiscal Year**

COUNTY: Bernalillo
PED No.: 001-047

Account Name/Type	B		C		D		E		F		G		H		I	J			
					+		+		+OR-		+OR-		+						
From Bank Statements																			
				Statement		Overnight		Adjustments to Bank Statement				Adjusted Bank Balance		Description		Adjustment Amount			
				Balance		Investments		Net Outstanding Items		Outstanding									
		Bank						(Checks) Deposits		Interbank transfers									
Operational		Wells Fargo		388,737.00		0.00		(84,939.52)		0.00		303,797.48				From line 12 Grand Total All		303,797.48	
				0.00		0.00		0.00		0.00									
				0.00		0.00		0.00		0.00									
Totals				388,737.00		0.00		(84,939.52)		0.00		303,797.48				303,797.48		0.00	

Please provide Page 1 of each of your Bank Statement(s).

NOTE: Total Column H must equal total Column J

* PERMANENT CASH TRANSFERS/REVERSIONS (LINE 6)

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
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0.00
0.00
0.00

Please identify all cash transfers and reversions per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

** OTHER RECONCILING ITEMS (LINE 8 & 9)

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
23000	16,854.16	11000	RJE #6 to reclassify transfer between accounts
21000	4,423.00	11000	AJE #8 reclass excess expenses to operational
23000	1,749.66	29130	AJE #3 to Record Youth Chat Revenues

*** TOTAL OUTSTANDING LOANS (LINE 11)

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	(6,974.25)	31700	Outstanding Loan
11000	(96,519.03)	24000	Outstanding Loan
11000	(3,496.60)	27000	Outstanding Loan

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.

Signature of Licenced Business Manager

Date

Fund	Fund Description
11000	Operational

Account Code	Account Description	Debit	Credit
11000-0000-11011-0000-000000-0000-00000	Bank Accounts	\$ 239,524.19	
11000-0000-23011-0000-001047-0000-00000	Accrued Salaries and Benefits		\$ 161,135.54
11000-0000-32300-0000-001047-0000-00000	Unreserved Fund Balance		\$ 209,794.16
11000-0000-41921-0000-001047-0000-00000	Instructional - Categorical		\$ 400.00
11000-0000-41980-0000-001047-0000-00000	Refunds-Prior Year		\$ 339.26
11000-0000-43101-0000-001047-0000-00000	State Equalization Guarantee		\$2,726,284.34
11000-1000-51100-0000-001047-1611-00000	Instruction-Salaries Expense	\$ 23,435.96	
11000-1000-51100-1010-001047-1411-00000	Instruction-Salaries Expense	\$1,124,061.48	
11000-1000-51100-1010-001047-1711-00000	Instruction-Salaries Expense	\$ 498.75	
11000-1000-51100-2000-001047-1412-00000	Instruction-Salaries Expense	\$ 145,508.33	
11000-1000-51300-1010-001047-1411-00000	Direct Instruction-Teachers - Grades 1-12	\$ 27,361.95	
11000-1000-51300-2000-001047-1412-00000	Direct Instruction-Teachers - Special Education	\$ 4,824.96	
11000-1000-52111-1010-001047-1411-00000	Instruction-Educational Retirement	\$ 160,171.57	
11000-1000-52111-1010-001047-1711-00000	Instruction-Educational Retirement	\$ 69.36	
11000-1000-52111-2000-001047-1412-00000	Instruction-Educational Retirement	\$ 20,896.16	
11000-1000-52112-0000-001047-1611-00000	Instruction-ERA - Retiree Health	\$ 468.73	
11000-1000-52112-1010-001047-1411-00000	Instruction-ERA - Retiree Health	\$ 23,028.59	
11000-1000-52112-1010-001047-1711-00000	Instruction-ERA - Retiree Health	\$ 10.07	
11000-1000-52112-2000-001047-1412-00000	Instruction-ERA - Retiree Health	\$ 3,006.78	
11000-1000-52210-0000-001047-1611-00000	Instruction-FICA Payments	\$ 1,453.00	
11000-1000-52210-1010-001047-1411-00000	Instruction-FICA Payments	\$ 68,579.52	
11000-1000-52210-1010-001047-1711-00000	Instruction-FICA Payments	\$ 30.96	
11000-1000-52210-2000-001047-1412-00000	Instruction-FICA Payments	\$ 8,801.14	
11000-1000-52220-0000-001047-1611-00000	Instruction-Medicare Payments	\$ 339.84	
11000-1000-52220-1010-001047-1411-00000	Instruction-Medicare Payments	\$ 16,037.96	
11000-1000-52220-1010-001047-1711-00000	Instruction-Medicare Payments	\$ 7.20	
11000-1000-52220-2000-001047-1412-00000	Instruction-Medicare Payments	\$ 2,058.62	
11000-1000-52311-1010-001047-1411-00000	Instruction-Health and Medical Premiums	\$ 114,659.77	
11000-1000-52311-2000-001047-1412-00000	Instruction-Health and Medical Premiums	\$ 15,946.91	
11000-1000-52312-1010-001047-1411-00000	Instruction-Life	\$ 1,439.92	
11000-1000-52312-1010-001047-1711-00000	Instruction-Life	\$ 1.44	
11000-1000-52312-2000-001047-1412-00000	Instruction-Life	\$ 190.08	
11000-1000-52313-1010-001047-1411-00000	Instruction-Dental	\$ 5,750.12	
11000-1000-52313-2000-001047-1412-00000	Instruction-Dental	\$ 572.49	
11000-1000-52314-1010-001047-1411-00000	Instruction-Vision	\$ 1,099.84	
11000-1000-52314-2000-001047-1412-00000	Instruction-Vision	\$ 94.14	
11000-1000-52315-1010-001047-1411-00000	Instruction-Disability	\$ 1,017.74	
11000-1000-52315-2000-001047-1412-00000	Instruction-Disability	\$ 210.30	
11000-1000-52500-1010-001047-1411-00000	Instruction-Unemployment Compensation	\$ 38.67	
11000-1000-52511-0000-001047-1611-00000	Instruction-Unemployment Insurance Premium	\$ 77.30	
11000-1000-52511-1010-001047-1411-00000	Instruction-Unemployment Insurance Premium	\$ 2,202.32	
11000-1000-52511-1010-001047-1711-00000	Instruction-Unemployment Insurance Premium	\$ 1.68	
11000-1000-52511-2000-001047-1412-00000	Instruction-Unemployment Insurance Premium	\$ 297.98	
11000-1000-52710-1010-001047-1411-00000	Instruction-Workers Compensation Premium		\$ 34.40
11000-1000-52720-0000-001047-1611-00000	Instruction-Workers Compensation Employer's Fee	\$ 41.40	
11000-1000-52720-1010-001047-1411-00000	Instruction-Workers Compensation Employer's Fee	\$ 236.72	
11000-1000-52720-1010-001047-1711-00000	Instruction-Workers Compensation Employer's Fee	\$ 0.18	
11000-1000-52720-2000-001047-1412-00000	Instruction-Workers Compensation Employer's Fee	\$ 31.69	

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11000-1000-55819-1010-001047-0000-00000 Instruction-Employee Travel - Teachers	\$ 30.00
11000-1000-55915-1010-001047-0000-00000 Transportation-Other Contract Services	\$ 5,044.92
11000-1000-56112-1010-001047-0000-00000 Instruction-Other Textbooks	\$ 329.10
11000-1000-56112-2000-001047-0000-00000 Instruction-Other Textbooks	\$ 17.98
11000-1000-56118-1010-001047-0000-00000 Transportation-General Supplies And Materials	\$ 5,708.98
11000-2100-51100-0000-001047-1211-00000 Support Services-Students-Salaries Expense	\$ 54,338.00
11000-2100-51100-0000-001047-1315-00000 Support Services-Students-Salaries Expense-	\$ 40,500.50
11000-2100-51100-2000-001047-1211-00000 Support Services-Students-Salaries Expense	\$ 68,741.28
11000-2100-51100-2000-001047-1214-00000 Support Services-Students-Salaries Expense-	\$ 35,065.87
11000-2100-51300-0000-001047-1211-00000 Support Services-Students-Additional Compensation	\$ 3,035.60
11000-2100-51300-2000-001047-1211-00000 Support Services-Students-Additional Compensation	\$ 3,165.80
11000-2100-52111-0000-001047-1211-00000 Support Services-Students-Educational Retirement	\$ 7,974.98
11000-2100-52111-0000-001047-1315-00000 Support Services-Students-Educational Retirement-	\$ 2,345.65
11000-2100-52111-2000-001047-1211-00000 Support Services-Students-Educational Retirement	\$ 9,995.07
11000-2100-52111-2000-001047-1214-00000 Support Services-Students-Educational Retirement-	\$ 4,874.15
11000-2100-52112-0000-001047-1211-00000 Support Services-Students-ERA - Retiree Health	\$ 1,147.44
11000-2100-52112-0000-001047-1315-00000 Support Services-Students-ERA - Retiree Health-	\$ 337.50
11000-2100-52112-2000-001047-1211-00000 Support Services-Students-ERA - Retiree Health	\$ 1,438.18
11000-2100-52112-2000-001047-1214-00000 Support Services-Students-ERA - Retiree Health-	\$ 701.28
11000-2100-52210-0000-001047-1211-00000 Support Services-Students-FICA Payments	\$ 3,557.29
11000-2100-52210-0000-001047-1315-00000 Support Services-Students-FICA Payments-	\$ 948.25
11000-2100-52210-2000-001047-1211-00000 Support Services-Students-FICA Payments	\$ 4,458.28
11000-2100-52210-2000-001047-1214-00000 Support Services-Students-FICA Payments-	\$ 2,175.72
11000-2100-52220-0000-001047-1211-00000 Support Services-Students-Medicare Payments	\$ 831.85
11000-2100-52220-0000-001047-1315-00000 Support Services-Students-Medicare Payments-	\$ 221.75
11000-2100-52220-2000-001047-1211-00000 Support Services-Students-Medicare Payments	\$ 1,042.75
11000-2100-52220-2000-001047-1214-00000 Support Services-Students-Medicare Payments-	\$ 446.60
11000-2100-52311-0000-001047-1211-00000 Support Services-Students-Health and Medical Premiums	\$ 3,476.51
11000-2100-52311-0000-001047-1315-00000 Support Services-Students-Health and Medical Premiums-	\$ 2,227.85
11000-2100-52311-2000-001047-1211-00000 Support Services-Students-Health and Medical Premiums	\$ 11,516.58
11000-2100-52311-2000-001047-1214-00000 Support Services-Students-Health and Medical Premiums-	\$ 9,069.15
11000-2100-52312-0000-001047-1211-00000 Support Services-Students-Life	\$ 51.12
11000-2100-52312-0000-001047-1315-00000 Support Services-Students-Life-	\$ 11.75
11000-2100-52312-2000-001047-1211-00000 Support Services-Students-Life	\$ 56.40
11000-2100-52312-2000-001047-1214-00000 Support Services-Students-Life-	\$ 33.84
11000-2100-52313-0000-001047-1211-00000 Support Services-Students-Dental	\$ 177.60
11000-2100-52313-0000-001047-1315-00000 Support Services-Students-Dental	\$ 122.20
11000-2100-52313-2000-001047-1211-00000 Support Services-Students-Dental	\$ 635.44
11000-2100-52313-2000-001047-1214-00000 Support Services-Students-Dental-	\$ 175.92
11000-2100-52314-0000-001047-1211-00000 Support Services-Students-Vision	\$ 40.83
11000-2100-52314-0000-001047-1315-00000 Support Services-Students-Vision	\$ 21.20
11000-2100-52314-2000-001047-1211-00000 Support Services-Students-Vision	\$ 110.24
11000-2100-52316-0000-001047-0000-00000 Support Services-Students-Other Insurance	\$ 400.00
11000-2100-52511-0000-001047-1211-00000 Support Services-Students-Unemployment Insurance Premium	\$ 144.98
11000-2100-52511-2000-001047-1211-00000 Support Services-Students-Unemployment Insurance Premium	\$ 160.05
11000-2100-52511-2000-001047-1214-00000 Support Services-Students-Unemployment Insurance Premium-	\$ 47.88
11000-2100-52720-0000-001047-1211-00000 Support Services-Students-Workers Compensation Employer's Fee	\$ 8.32
11000-2100-52720-2000-001047-1211-00000 Support Services-Students-Workers Compensation Employer's Fee	\$ 11.50
11000-2100-52720-2000-001047-1214-00000 Support Services-Students-Workers Compensation Employer's Fee-	\$ 5.52
11000-2100-53211-2000-001047-0000-00000 Support Services-Students-Diagnosticians - Contracted	\$ 11,493.89
11000-2100-53212-2000-001047-0000-00000 Support Services-Students-Speech Therapists - Contracted	\$ 40,789.53
11000-2100-53213-2000-001047-0000-00000 Support Services-Students-Occupational Therapists - Contracted	\$ 19,023.48
11000-2100-53215-2000-001047-0000-00000 Support Services-Students-Psychologists - Contracted	\$ 300.00
11000-2100-53330-2000-001047-0000-00000 Support Services-Students-Professional Development	\$ 225.00
11000-2100-55915-2000-001047-0000-00000 Support Services-Students-Other Contract Services	\$ 175.00

11000-2300-51100-0000-001047-1111-00000 Support Services-General Administration-Salaries Expense	\$ 102,232.78
11000-2300-52111-0000-001047-1111-00000 Support Services-General Administration-Educational Retirement	\$ 14,210.40
11000-2300-52112-0000-001047-1111-00000 Support Services-General Administration-ERA - Retiree Health	\$ 2,044.56
11000-2300-52210-0000-001047-1111-00000 Support Services-General Administration-FICA Payments	\$ 6,335.28
11000-2300-52220-0000-001047-1111-00000 Support Services-General Administration-Medicare Payments	\$ 1,481.76
11000-2300-52312-0000-001047-1111-00000 Support Services-General Administration-Life	\$ 58.75
11000-2300-52314-0000-001047-1111-00000 Support Services-General Administration-Vision	\$ 78.75
11000-2300-52511-0000-001047-1111-00000 Support Services-General Administration-Unemployment Insurance Premium	\$ 79.86
11000-2300-52720-0000-001047-1111-00000 Support Services-General Administration-Workers Compensation Employer's Fee	\$ 9.20
11000-2300-53411-0000-001047-0000-00000 Support Services-General Administration-Auditing	\$ 11,287.51
11000-2300-53413-0000-001047-0000-00000 Support Services-General Administration-Legal	\$ 170.79
11000-2300-55400-0000-001047-0000-00000 Support Services-General Administration-Advertising	\$ 936.52
11000-2300-55812-0000-001047-0000-00000 Support Services-General Administration-Board Training	\$ 1,575.00
11000-2400-51100-0000-001047-1112-00000 Support Services-School Administration-Salaries Expense	\$ 40,500.50
11000-2400-51100-0000-001047-1217-00000 Support Services-School Administration-Salaries Expense	\$ 90,571.55
11000-2400-52111-0000-001047-1112-00000 Support Services-School Administration-Educational Retirement	\$ 8,913.47
11000-2400-52111-0000-001047-1217-00000 Support Services-School Administration-Educational Retirement	\$ 12,589.45
11000-2400-52112-0000-001047-1112-00000 Support Services-School Administration-ERA - Retiree Health	\$ 1,282.50
11000-2400-52112-0000-001047-1217-00000 Support Services-School Administration-ERA - Retiree Health	\$ 1,811.52
11000-2400-52210-0000-001047-1112-00000 Support Services-School Administration-FICA Payments	\$ 3,604.75
11000-2400-52210-0000-001047-1217-00000 Support Services-School Administration-FICA Payments	\$ 5,099.42
11000-2400-52220-0000-001047-1112-00000 Support Services-School Administration-Medicare Payments	\$ 842.99
11000-2400-52220-0000-001047-1217-00000 Support Services-School Administration-Medicare Payments	\$ 1,192.74
11000-2400-52311-0000-001047-1112-00000 Support Services-School Administration-Health and Medical Premiums	\$ 8,431.71
11000-2400-52311-0000-001047-1217-00000 Support Services-School Administration-Health and Medical Premiums	\$ 16,712.62
11000-2400-52312-0000-001047-1112-00000 Support Services-School Administration-Life	\$ 44.65
11000-2400-52312-0000-001047-1217-00000 Support Services-School Administration-Life	\$ 171.55
11000-2400-52313-0000-001047-1112-00000 Support Services-School Administration-Dental	\$ 464.36
11000-2400-52313-0000-001047-1217-00000 Support Services-School Administration-Dental	\$ 577.69
11000-2400-52314-0000-001047-1112-00000 Support Services-School Administration-Vision	\$ 80.56
11000-2400-52314-0000-001047-1217-00000 Support Services-School Administration-Vision	\$ 122.60
11000-2400-52315-0000-001047-1217-00000 Support Services-School Administration-Disability	\$ 92.00
11000-2400-52511-0000-001047-1112-00000 Support Services-School Administration-Unemployment Insurance Premium	\$ 79.86
11000-2400-52511-0000-001047-1217-00000 Support Services-School Administration-Unemployment Insurance Premium	\$ 203.10
11000-2400-52720-0000-001047-1112-00000 Support Services-School Administration-Workers Compensation Employer's Fee	\$ 9.20
11000-2400-52720-0000-001047-1217-00000 Support Services-School Administration-Workers Compensation Employer's Fee	\$ 27.60
11000-2400-53330-0000-001047-0000-00000 Support Services-School Administration-Professional Development	\$ 195.00
11000-2400-55915-0000-001047-0000-00000 Support Services-School Administration-Other Contract Services	\$ 18,695.56
11000-2400-56113-0000-001047-0000-00000 Support Services-School Administration-Software	\$ 3,884.60
11000-2400-56118-0000-001047-0000-00000 Support Services-School Administration-General Supplies and Materials	\$ 10,383.68
11000-2400-56118-1010-001047-0000-00000 Instructional Support-General Supplies And Materials	\$ 933.33
11000-2500-51100-0000-001047-1220-00000 Central Services-Salaries Expense	\$ 19,999.00
11000-2500-52111-0000-001047-1220-00000 Central Services-Educational Retirement	\$ 2,779.92
11000-2500-52112-0000-001047-1220-00000 Central Services-ERA - Retiree Health	\$ 400.08
11000-2500-52210-0000-001047-1220-00000 Central Services-FICA Payments	\$ 891.76
11000-2500-52220-0000-001047-1220-00000 Central Services-Medicare Payments	\$ 208.68
11000-2500-52311-0000-001047-1220-00000 Central Services-Health and Medical Premiums	\$ 12,936.05
11000-2500-52312-0000-001047-1220-00000 Central Services-Life	\$ 58.75
11000-2500-52313-0000-001047-1220-00000 Central Services-Dental	\$ 713.00
11000-2500-52511-0000-001047-1220-00000 Central Services-Unemployment Insurance Premium	\$ 66.00
11000-2500-52720-0000-001047-1220-00000 Central Services-Workers Compensation Employer's Fee	\$ 9.20
11000-2500-55915-0000-001047-0000-00000 Central Services-Other Contract Services	\$ 65,088.99
11000-2500-56118-0000-001047-0000-00000 Central Services-General Supplies and Materials	\$ 598.47
11000-2500-57332-0000-001047-0000-00000 Business & Support Services-Supply Assets (\$1000 Or Less)	\$ 9,204.09
11000-2600-51100-0000-001047-1614-00000 Operation & Maintenance of Plant-Salaries Expense	\$ 41,395.00

11000-2600-52111-0000-001047-1614-00000	Operation & Maintenance of Plant-Educational Retirement	\$	5,753.98	
11000-2600-52112-0000-001047-1614-00000	Operation & Maintenance of Plant-ERA - Retiree Health	\$	827.99	
11000-2600-52210-0000-001047-1614-00000	Operation & Maintenance of Plant-FICA Payments	\$	2,566.47	
11000-2600-52220-0000-001047-1614-00000	Operation & Maintenance of Plant-Medicare Payments	\$	600.19	
11000-2600-52312-0000-001047-1614-00000	Operation & Maintenance of Plant-Life	\$	117.50	
11000-2600-52313-0000-001047-1614-00000	Operation & Maintenance of Plant-Dental	\$	662.08	
11000-2600-52314-0000-001047-1614-00000	Operation & Maintenance of Plant-Vision	\$	139.68	
11000-2600-52315-0000-001047-1614-00000	Operation & Maintenance of Plant-Disability	\$	98.25	
11000-2600-52511-0000-001047-1614-00000	Operation & Maintenance of Plant-Unemployment Insurance Premium	\$	130.96	
11000-2600-52720-0000-001047-1614-00000	Operation & Maintenance of Plant-Workers Compensation Employer's Fee	\$	18.40	
11000-2600-54411-0000-001047-0000-00000	Operation & Maintenance of Plant-Electricity	\$	26,697.21	
11000-2600-54412-0000-001047-0000-00000	Operation & Maintenance of Plant-Natural Gas (Buildings)	\$	7,891.44	
11000-2600-54415-0000-001047-0000-00000	Operation & Maintenance of Plant-Water/Sewage	\$	35,304.71	
11000-2600-55200-0000-001047-0000-00000	Operation & Maintenance of Plant-Property/Liability Insurance	\$	52,195.00	
11000-2600-55915-0000-001047-0000-00000	Operation & Maintenance of Plant-Other Contract Services	\$	15,389.02	
11000-2600-56118-0000-001047-0000-00000	Operation & Maintenance of Plant-General Supplies and Materials	\$	12,029.99	
11000-2600-56118-1010-001047-0000-00000	Operation/Maintenance Of Plant-General Supplies And Materials			\$ 2.91
11000-2600-57332-0000-001047-0000-00000	Operation/Maintenance Of Plant-Supply Assets (\$1000 Or Less)	\$	802.17	
11000-3100-51100-0000-001047-1617-00000	Food Services Operations-Salaries Expense	\$	29,887.88	
11000-3100-52111-0000-001047-1617-00000	Food Services Operations-Educational Retirement	\$	3,644.64	
11000-3100-52112-0000-001047-1617-00000	Food Services Operations-ERA - Retiree Health	\$	597.76	
11000-3100-52210-0000-001047-1617-00000	Food Services Operations-FICA Payments	\$	1,853.20	
11000-3100-52220-0000-001047-1617-00000	Food Services Operations-Medicare Payments	\$	433.32	
11000-3100-52311-0000-001047-1617-00000	Food Services Operations-Health and Medical Premiums	\$	3,480.18	
11000-3100-52312-0000-001047-1617-00000	Food Services Operations-Life	\$	56.40	
11000-3100-52313-0000-001047-1617-00000	Food Services Operations-Dental	\$	107.00	
11000-3100-52314-0000-001047-1617-00000	Food Services Operations-Vision	\$	49.04	
11000-3100-52511-0000-001047-1617-00000	Food Services Operations-Unemployment Insurance Premium	\$	98.75	
11000-3100-52720-0000-001047-1617-00000	Food Services Operations-Workers Compensation Employer's Fee	\$	36.80	
11000-3100-53330-0000-001047-0000-00000	Food Services Operations-Professional Development	\$	225.00	
11000-3100-57332-0000-001047-0000-00000	Food Services Operations-Supply Assets (\$5,000 or Less)	\$	854.53	
Subtotal			\$3,097,990.61	\$3,097,990.61

Fund	Fund Description
14000	Total Instructional Materials Sub-Fund

Account Code	Account Description	Debit	Credit
14000-0000-11011-0000-000000-0000-00000	Bank Accounts	\$ 7,849.22	
14000-0000-32300-0000-001047-0000-00000	Unreserved Fund Balance		\$ 11,586.95
14000-0000-43211-0000-001047-0000-00000	Instructional Materials-30%		\$ 12,058.59
14000-1000-56111-1010-001047-0000-00000	Direct Instruction-Instructional Materials 30%	\$ 15,796.32	
Subtotal		\$ 23,645.54	\$ 23,645.54

Fund	Fund Description
21000	Food Services

Account Code	Account Description	Debit	Credit
21000-0000-11011-0000-000000-0000-00000	Bank Accounts	\$ 13,192.54	
21000-0000-23011-0000-001047-0000-00000	Accrued Salaries and Benefits		\$ 1,343.33
21000-0000-32300-0000-001047-0000-00000	Unreserved Fund Balance		\$ 3,908.00
21000-0000-41604-0000-001047-0000-00000	Fees - Students/Food Services		\$ 26,095.68

21000-0000-44500-0000-001047-0000-00000	Restricted Grants From the Federal Government Through the State		\$ 66,252.52
21000-3100-51100-0000-001047-1617-00000	Food Services Operations-Salaries Expense	\$ 20,355.00	
21000-3100-52111-0000-001047-1617-00000	Food Services Operations-Educational Retirement	\$ 2,829.34	
21000-3100-52112-0000-001047-1617-00000	Food Services Operations-ERA - Retiree Health	\$ 407.07	
21000-3100-52210-0000-001047-1617-00000	Food Services Operations-FICA Payments	\$ 1,262.08	
21000-3100-52220-0000-001047-1617-00000	Food Services Operations-Medicare Payments	\$ 295.19	
21000-3100-52312-0000-001047-1617-00000	Food Services Operations-Life	\$ 56.40	
21000-3100-52511-0000-001047-1617-00000	Food Services Operations-Unemployment Insurance Premium	\$ 67.26	
21000-3100-52720-0000-001047-1617-00000	Food Services Operations-Workers Compensation Employer's Fee	\$ 9.20	
21000-3100-56116-0000-001047-0000-00000	Food Services Operations-Food	\$ 59,125.45	
Subtotal		\$ 97,599.53	\$ 97,599.53

Fund	Fund Description
23000	Non-Instructional Support

Account Code	Account Description	Debit	Credit
23000-0000-11011-0000-000000-0000-00000	Bank Accounts	\$ 106,373.32	
23000-0000-32300-0000-001047-0000-00000	Unreserved Fund Balance		\$ 89,819.18
23000-0000-41705-0000-001047-0000-00100	Fees Users-Office Activities		\$ 26,389.70
23000-0000-41705-0000-001047-0000-00102	Fees Users-HS Student Council Activities		\$ 6,766.27
23000-0000-41705-0000-001047-0000-00103	Fees Users-Dance Activity		\$ 19,417.49
23000-0000-41705-0000-001047-0000-00104	Fees Users-Year Book Activity		\$ 14,658.06
23000-0000-41705-0000-001047-0000-00106	Fees Users-Drama Activities		\$ 5,294.27
23000-0000-41705-0000-001047-0000-00107	Fees Users-Choir Activities		\$ 11,122.94
23000-0000-41705-0000-001047-0000-00108	Fees Users-Orchestra Activities		\$ 1,225.25
23000-0000-41705-0000-001047-0000-00109	Fees Users-MS Student Council Activities		\$ 1,868.29
23000-0000-41705-0000-001047-0000-00111	Fees Users-Band Activities		\$ 996.13
23000-0000-41705-0000-001047-0000-00113	Fees Users-Art Activities		\$ 6,630.94
23000-0000-41705-0000-001047-0000-00116	Fees Users-Science		\$ 1,670.00
23000-0000-41705-0000-001047-0000-00118	Fees Users-Guitar Activities		\$ 1,719.12
23000-0000-41705-0000-001047-0000-00119	Fees Users-Film Activities		\$ 3,631.00
23000-0000-41705-0000-001047-0000-00121	Fees Users-Music/Theatre		\$ 12,690.67
23000-0000-41705-0000-001047-0000-00122	Fees Users-Piano Activities		\$ 761.50
23000-0000-41705-0000-001047-0000-00124	Fees Users-Snacks		\$ 1,955.75
23000-0000-41705-0000-001047-0000-00125	Fees Users-Advanced Placement/Honors		\$ 3,081.00
23000-0000-41705-0000-001047-0000-00128	Fees Users-Senior/Graduation		\$ 6,725.77
23000-0000-41705-0000-001047-0000-00130	Fees Users-Newspaper		\$ 315.00
23000-0000-41705-0000-001047-0000-00133	Fees Users-Youth Chat		\$ 530.00
23000-0000-41705-0000-001047-0000-00134	Fees Users-Dance Ensemble		\$ 818.90
23000-0000-41705-0000-001047-0000-00135	Fees Users-T-Shirt		\$ 535.00
23000-0000-41705-0000-001047-0000-00136	Fees Users-Chicago Trip - Film		\$ 1,220.00
23000-0000-41705-0000-001047-0000-00138	Fees Users-Thespian		\$ 30.00
23000-0000-41705-0000-001047-0000-00140	Fees Users-National Honor Society		\$ 8,252.52
23000-0000-41705-0000-001047-0000-00143	Fees Users-PARCC Event		\$ 490.00
23000-0000-41705-0000-001047-0000-00145	Fees Users-Music Technology		\$ 525.00
23000-0000-41705-0000-001047-0000-00146	Fees Users-Scholastic Book Fair		\$ 1,098.06
23000-0000-41705-0000-001047-0000-00147	Fees Users-PAPA Assistance Fund		\$ 20.00
23000-0000-41705-0000-001047-0000-00148	Fees Users-National Junior Honor Society		\$ 2,168.60
23000-0000-41980-0000-001047-0000-00000	Refund of Prior Year's Expenditures		\$ 541.06
23000-1000-55915-1010-001047-0000-00100	Instruction-Other Contract Services-Office Activities	\$ 1,806.84	
23000-1000-56118-1010-001047-0000-00100	Instruction-General Supplies and Materials	\$ 15,958.15	
23000-1000-56118-1010-001047-0000-00102	Instruction-General Supplies and Materials	\$ 5,895.40	
23000-1000-56118-1010-001047-0000-00103	Instruction-General Supplies and Materials	\$ 17,462.59	

23000-1000-56118-1010-001047-0000-00104 Instruction-General Supplies and Materials	\$	10,083.87	
23000-1000-56118-1010-001047-0000-00106 Instruction-General Supplies and Materials	\$	4,110.52	
23000-1000-56118-1010-001047-0000-00107 Instruction-General Supplies and Materials	\$	11,458.72	
23000-1000-56118-1010-001047-0000-00108 Instruction-General Supplies and Materials	\$	593.00	
23000-1000-56118-1010-001047-0000-00109 Instruction-General Supplies and Materials	\$	2,677.14	
23000-1000-56118-1010-001047-0000-00111 Instruction-General Supplies and Materials	\$	1,939.90	
23000-1000-56118-1010-001047-0000-00113 Instruction-General Supplies and Materials	\$	3,056.38	
23000-1000-56118-1010-001047-0000-00116 Instruction-General Supplies and Materials-Science	\$	1,637.84	
23000-1000-56118-1010-001047-0000-00118 Instruction-General Supplies and Materials	\$	2,314.14	
23000-1000-56118-1010-001047-0000-00119 Instruction-General Supplies and Materials	\$	1,180.64	
23000-1000-56118-1010-001047-0000-00121 Instruction-General Supplies and Materials	\$	12,532.48	
23000-1000-56118-1010-001047-0000-00122 Instruction-General Supplies and Materials-Piano Activites	\$	394.51	
23000-1000-56118-1010-001047-0000-00124 Instruction-General Supplies and Materials-Snacks	\$	1,032.32	
23000-1000-56118-1010-001047-0000-00128 Instruction-General Supplies and Materials-Senior/Graduation	\$	9,807.95	
23000-1000-56118-1010-001047-0000-00130 Instruction-General Supplies and Materials-Newspaper	\$	639.92	
23000-1000-56118-1010-001047-0000-00133 Instruction-General Supplies and Materials-Youth Chat	\$	1,282.34	
23000-1000-56118-1010-001047-0000-00134 Instruction-General Supplies and Materials-Dance Ensemble	\$	1,813.57	
23000-1000-56118-1010-001047-0000-00135 Instruction-General Supplies and Materials-T-Shirt	\$	841.84	
23000-1000-56118-1010-001047-0000-00136 Instruction-General Supplies and Materials-Chicago Trip - Film	\$	6,870.83	
23000-1000-56118-1010-001047-0000-00138 Instruction-General Supplies and Materials-Thespian	\$	95.00	
23000-1000-56118-1010-001047-0000-00140 Instruction-General Supplies and Materials-National Honor Society	\$	6,415.92	
23000-1000-56118-1010-001047-0000-00143 Instruction-General Supplies and Materials-PARCC Event	\$	1,848.73	
23000-1000-56118-1010-001047-0000-00145 Instruction-General Supplies and Materials-Music Technology	\$	492.84	
23000-1000-56118-1010-001047-0000-00146 Instruction-General Supplies and Materials-Scholastic Book Fair	\$	1,096.82	
23000-1000-56118-1010-001047-0000-00148 Instruction-General Supplies and Materials-National Junior Honor Society	\$	1,253.95	
Subtotal	\$	232,967.47	\$ 232,967.47

Fund	Fund Description
24101	Title I - IASA

Account Code	Account Description	Debit	Credit
24101-0000-11011-0000-000000-0000-00000 Bank Accounts			\$ 21,179.05
24101-0000-23011-0000-001047-0000-00000 Accrued Salaries and Benefits			\$ 3,882.94
24101-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance		\$ 9,034.19	
24101-0000-41924-0000-001047-0000-00000 District Flowthrough Grants			\$ 37,976.62
24101-0000-41980-0000-001047-0000-00000 Refund of Prior Year's Expenditures			\$ 9,034.19
24101-1000-51100-1010-001047-1711-00000 Instruction-Salaries Expense		\$ 17,855.25	
24101-1000-51300-1010-001047-1411-00000 Instruction-Additional Compensation		\$ 27,866.16	
24101-1000-52111-1010-001047-1411-00000 Instruction-Educational Retirement		\$ 3,873.36	
24101-1000-52111-1010-001047-1711-00000 Instruction-Educational Retirement		\$ 2,481.84	
24101-1000-52112-1010-001047-1411-00000 Instruction-ERA - Retiree Health		\$ 557.52	
24101-1000-52112-1010-001047-1711-00000 Instruction-ERA - Retiree Health		\$ 357.12	
24101-1000-52210-1010-001047-1411-00000 Instruction-FICA Payments		\$ 1,621.20	
24101-1000-52210-1010-001047-1711-00000 Instruction-FICA Payments		\$ 1,106.89	
24101-1000-52220-1010-001047-1411-00000 Instruction-Medicare Payments		\$ 379.02	
24101-1000-52220-1010-001047-1711-00000 Instruction-Medicare Payments		\$ 258.96	
24101-1000-52311-1010-001047-1411-00000 Instruction-Health and Medical Premiums		\$ 3,013.95	
24101-1000-52312-1010-001047-1411-00000 Instruction-Life		\$ 27.68	
24101-1000-52312-1010-001047-1711-00000 Instruction-Life		\$ 54.96	
24101-1000-52313-1010-001047-1411-00000 Instruction-Dental		\$ 178.04	
24101-1000-52314-1010-001047-1411-00000 Instruction-Vision		\$ 28.84	
24101-1000-52315-1010-001047-1411-00000 Instruction-Disability		\$ 49.68	
24101-1000-52511-1010-001047-1411-00000 Instruction-Unemployment Insurance Premium		\$ 39.22	

24101-1000-52511-1010-001047-1711-00000 Instruction-Unemployment Insurance Premium	\$	58.81	
24101-1000-52720-1010-001047-1411-00000 Instruction-Workers Compensation Employer's Fee	\$	4.48	
24101-1000-52720-1010-001047-1711-00000 Instruction-Workers Compensation Employer's Fee	\$	9.02	
24101-1000-53330-1010-001047-0000-00000 Instruction-Professional Development	\$	2,400.00	
24101-2100-53711-0000-001047-0000-00000 Support Services-Students-Other Charges	\$	816.61	
Subtotal	\$	72,072.80	\$ 72,072.80

Fund	Fund Description
24106	Entitlement IDEA-B

Account Code	Account Description	Debit	Credit
24106-0000-11011-0000-000000-0000-00000 Bank Accounts			\$ 38,224.29
24106-0000-23011-0000-001047-0000-00000 Accrued Salaries and Benefits			\$ 6,694.06
24106-0000-41924-0000-001047-0000-00000 District Flowthrough Grants			\$ 24,395.65
24106-1000-51100-2000-001047-1412-00000 Instruction-Salaries Expense		\$ 29,000.00	
24106-1000-52111-2000-001047-1412-00000 Instruction-Educational Retirement		\$ 4,030.96	
24106-1000-52112-2000-001047-1412-00000 Instruction-ERA - Retiree Health		\$ 580.02	
24106-1000-52210-2000-001047-1412-00000 Instruction-FICA Payments		\$ 1,533.01	
24106-1000-52220-2000-001047-1412-00000 Instruction-Medicare Payments		\$ 358.47	
24106-1000-52311-2000-001047-1412-00000 Instruction-Health and Medical Premiums		\$ 3,159.81	
24106-1000-52312-2000-001047-1412-00000 Instruction-Life		\$ 28.56	
24106-1000-52313-2000-001047-1412-00000 Instruction-Dental		\$ 296.31	
24106-1000-52314-2000-001047-1412-00000 Instruction-Vision		\$ 55.86	
24106-1000-52315-2000-001047-1412-00000 Instruction-Disability		\$ 55.86	
24106-1000-52511-2000-001047-1412-00000 Instruction-Unemployment Insurance Premium		\$ 46.15	
24106-1000-52720-2000-001047-1412-00000 Instruction-Workers Compensation Employer's Fee		\$ 3.99	
24106-2100-51100-2000-001047-1214-00000 Support Services-Students-Salaries Expense-		\$ 23,377.24	
24106-2100-52111-2000-001047-1214-00000 Support Services-Students-Educational Retirement-		\$ 3,249.37	
24106-2100-52112-2000-001047-1214-00000 Support Services-Students-ERA - Retiree Health-		\$ 467.52	
24106-2100-52210-2000-001047-1214-00000 Support Services-Students-FICA Payments-		\$ 1,007.14	
24106-2100-52220-2000-001047-1214-00000 Support Services-Students-Medicare Payments-		\$ 297.74	
24106-2100-52311-2000-001047-1214-00000 Support Services-Students-Health and Medical Premiums-		\$ 1,590.41	
24106-2100-52312-2000-001047-1214-00000 Support Services-Students-Life-		\$ 22.56	
24106-2100-52313-2000-001047-1214-00000 Support Services-Students-Dental-		\$ 117.36	
24106-2100-52511-2000-001047-1214-00000 Support Services-Students-Unemployment Insurance Premium-		\$ 31.98	
24106-2100-52720-2000-001047-1214-00000 Support Services-Students-Workers Compensation Employer's Fee-		\$ 3.68	
Subtotal		\$ 69,314.00	\$ 69,314.00

Fund	Fund Description
24153	English Language Acquisition

Account Code	Account Description	Debit	Credit
24153-0000-41924-0000-001047-0000-00000 District Flowthrough Grants			\$ 65.00
24153-1000-56112-1010-001047-0000-00000 Instruction-Other Textbooks		\$ 65.00	
Subtotal		\$ 65.00	\$ 65.00

Fund	Fund Description
24154	Teacher/Principal Training & Recruiting

Account Code	Account Description	Debit	Credit
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24154-0000-11011-0000-000000-0000-00000 Bank Accounts	\$	15,568.69
24154-0000-23011-0000-001047-0000-00000 Accrued Salaries and Benefits	\$	17.21
24154-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance	\$	275.00
24154-0000-41924-0000-001047-0000-00000 District Flowthrough Grants	\$	11,650.87
24154-1000-51300-1010-001047-1411-00000 Instruction-Additional Compensation	\$	18,100.00
24154-1000-51300-2000-001047-1412-00000 Instruction-Additional Compensation	\$	500.00
24154-1000-52111-1010-001047-1411-00000 Instruction-Educational Retirement	\$	2,515.90
24154-1000-52111-2000-001047-1412-00000 Instruction-Educational Retirement	\$	69.50
24154-1000-52112-1010-001047-1411-00000 Instruction-ERA - Retiree Health	\$	362.00
24154-1000-52112-2000-001047-1412-00000 Instruction-ERA - Retiree Health	\$	10.00
24154-1000-52210-1010-001047-1411-00000 Instruction-FICA Payments	\$	1,097.40
24154-1000-52210-2000-001047-1412-00000 Instruction-FICA Payments	\$	31.00
24154-1000-52220-1010-001047-1411-00000 Instruction-Medicare Payments	\$	256.66
24154-1000-52220-2000-001047-1412-00000 Instruction-Medicare Payments	\$	7.25
24154-1000-52311-1010-001047-1411-00000 Instruction-Health and Medical Premiums	\$	782.48
24154-1000-52312-1010-001047-1411-00000 Instruction-Life	\$	11.04
24154-1000-52313-1010-001047-1411-00000 Instruction-Dental	\$	40.54
24154-1000-52314-1010-001047-1411-00000 Instruction-Vision	\$	8.78
24154-1000-52315-1010-001047-1411-00000 Instruction-Disability	\$	2.74
24154-1000-52511-1010-001047-1411-00000 Instruction-Unemployment Insurance Premium	\$	23.81
24154-1000-53330-1010-001047-0000-00000 Instruction-Professional Development	\$	1,793.00
24154-1000-53330-2000-001047-0000-00000 Instruction-Professional Development	\$	959.00
24154-1000-55819-1010-001047-0000-00000 Instruction-Employee Travel - Teachers	\$	85.00
24154-1000-55915-1010-001047-0000-00000 Instruction-Other Contract Services	\$	335.00
24154-1000-56118-1010-001047-0000-00000 Instruction-General Supplies and Materials	\$	70.67
24154-2400-53330-0000-001047-0000-00000 Support Services-School Administration-Professional Development	\$	450.00

Subtotal	\$	27,511.77	\$	27,511.77
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Fund	Fund Description
24183	USDA 2010 Equipment Assistance

Account Code	Account Description	Debit	Credit
24183-0000-11011-0000-000000-0000-00000 Bank Accounts			\$ 21,547.00
24183-3100-57331-0000-001047-0000-00000 Food Services Operations-Fixed Assets (More Than \$5,000)		\$ 21,547.00	
Subtotal		\$ 21,547.00	\$ 21,547.00

Fund	Fund Description
25152	Title XIX MEDICAID 0/2 Years

Account Code	Account Description	Debit	Credit
25152-0000-11011-0000-000000-0000-00000 Bank Accounts		\$ 14,309.30	
25152-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance			\$ 7,347.52
25152-0000-44301-0000-001047-0000-00000 Other Restricted Grants – Federal Direct			\$ 7,651.02
25152-2100-55915-0000-001047-0000-00000 Support Services-Students-Other Contract Services		\$ 227.50	
25152-2100-56118-0000-001047-0000-00000 Support Services-Students-General Supplies and Materials		\$ 461.74	
Subtotal		\$ 14,998.54	\$ 14,998.54

Fund	Fund Description
26207	CNM Foundation

Account Code	Account Description	Debit	Credit
26207-0000-11011-0000-000000-0000-00000 Bank Accounts		\$ 2,969.43	
26207-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance			\$ 2,969.43
26207-0000-41921-0000-001047-0000-00000 Instructional - Categorical			\$ 3,500.00
26207-1000-55915-1010-001047-0000-00000 Instruction-Other Contract Services		\$ 3,500.00	
Subtotal		\$ 6,469.43	\$ 6,469.43

Fund	Fund Description
27103	TQM in Public Schools PED

Account Code	Account Description	Debit	Credit
27103-0000-41924-0000-001047-0000-00000 District Flowthrough Grants			\$ 3,676.56
27103-1000-56112-1010-001047-0000-00000 Instruction-Other Textbooks		\$ 3,676.56	
Subtotal		\$ 3,676.56	\$ 3,676.56

Fund	Fund Description
27107	Literacy For Children @ Risk PED

Account Code	Account Description	Debit	Credit
27107-0000-11011-0000-000000-0000-00000 Bank Accounts			\$ 3,496.60
27107-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance		\$ 3,992.60	
27107-0000-41980-0000-001047-0000-00000 Refund of Prior Year's Expenditures			\$ 3,992.00
27107-1000-56114-1010-001047-0000-00000 Instruction-Library And Audio-Visual		\$ 3,496.00	
Subtotal		\$ 7,488.60	\$ 7,488.60

Fund	Fund Description
29130	Youth Chat Grant

Account Code	Account Description	Debit	Credit
29130-0000-11011-0000-000000-0000-00000 Bank Accounts		\$ 950.70	
29130-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance			\$ 2,750.00
29130-0000-41923-0000-001047-0000-00000 Administration - Categorical			\$ 5,000.00
29130-1000-55915-1010-001047-0000-00000 Instruction-Other Contract Services		\$ 6,799.30	
Subtotal		\$ 7,750.00	\$ 7,750.00

Fund	Fund Description
31200	Public School Capital Outlay

Account Code	Account Description	Debit	Credit
31200-0000-11011-0000-000000-0000-00000 Bank Accounts		\$ 0.79	
31200-0000-32300-0000-001047-0000-00000 Unreserved Fund Balance		\$ 69,942.95	
31200-0000-41980-0000-001047-0000-00000 Refund of Prior Year's Expenditures			\$ 69,943.74
31200-0000-43209-0000-001047-0000-00000 Pscoc Awards			\$ 280,143.00
31200-4000-54610-0000-001047-0000-00000 Capital Outlay-Renting Land and Buildings		\$ 280,143.00	

19

Subtotal

\$ 350,086.74 \$ 350,086.74

Fund	Fund Description
31600	Capital Improvements HB-33

Account Code	Account Description	Debit	Credit
31600-0000-11011-0000-000000-0000-000000	Bank Accounts	\$ 5,319.46	
31600-0000-32300-0000-001047-0000-000000	Unreserved Fund Balance		\$ 68,901.56
31600-0000-41110-0000-001047-0000-000000	Ad Valorem Taxes – School District		\$ 247,094.00
31600-4000-57200-0000-001047-0000-000000	Capital Outlay-Buildings Purchase	\$ 310,676.10	
Subtotal		\$ 315,995.56	\$ 315,995.56

Fund	Fund Description
31700	SB9 State Match

Account Code	Account Description	Debit	Credit
31700-0000-11011-0000-000000-0000-000000	Bank Accounts		\$ 6,974.25
31700-0000-32300-0000-001047-0000-000000	Unreserved Fund Balance	\$ 9,132.00	
31700-0000-41980-0000-001047-0000-000000	Refund of Prior Year's Expenditures		\$ 9,132.00
31700-4000-57332-0000-001047-0000-000000	Capital Outlay-Supply Assets (\$5,000 or Less)	\$ 6,974.25	
Subtotal		\$ 16,106.25	\$ 16,106.25

Fund	Fund Description
31701	SB9 Ad Valorem

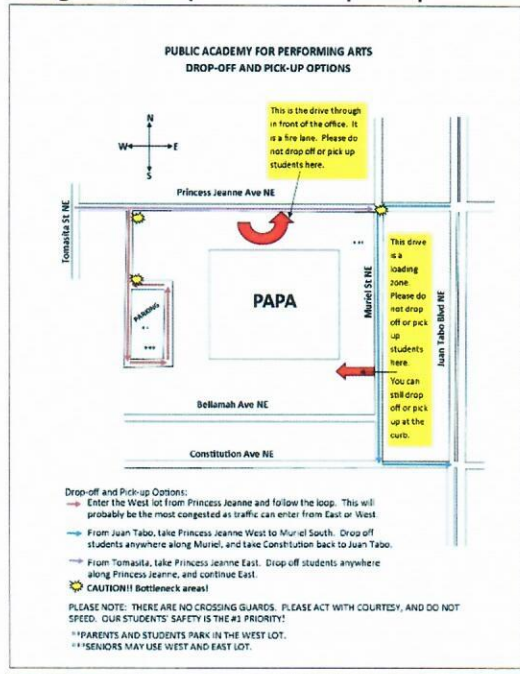
Account Code	Account Description	Debit	Credit
31701-0000-11011-0000-000000-0000-000000	Bank Accounts	\$ 20,298.41	
31701-0000-32300-0000-001047-0000-000000	Unreserved Fund Balance		\$ 1,937.97
31701-0000-41110-0000-001047-0000-000000	Ad Valorem Taxes – School District		\$ 121,898.29
31701-2900-55913-0000-001047-0000-000000	Other Support Services-Contracts-Inter-agency/REC	\$ 17,708.49	
31701-4000-57331-0000-001047-0000-000000	Capital Outlay-Fixed Assets (More Than \$5,000)	\$ 8,417.83	
31701-4000-57332-0000-001047-0000-000000	Capital Outlay-Supply Assets (\$5,000 or Less)	\$ 77,411.53	
Subtotal		\$ 123,836.26	\$ 123,836.26

Total

\$4,489,121.66 \$4,489,121.66

2017-18 Student Handbook Changes/Additions

-Page 6, Drop off/Pick up Map



-Page 9, **VISITORS**

Parents are welcome and encouraged to visit the school. They must check in at the office before visiting any other part of the campus. We generally do not allow friends and other relatives to visit as this is an educational disruption. There are certain times during the year that PAPA hosts Open House where families and potential students may visit the school. A Non-PAPA Student Guest Form must be completed, verified, and approved in order for an out of school guest to attend any high school dances. The guest must be a current high school student in good standing. All exceptions must be approved by and arranged through the executive director. **Compliance of school rules and respectful behavior of visitors is required at all times. Any visitor who does not comply may be banned from the school campus for a timeframe determined through Governing Council policy.**

-Page 17, Dayana Diaz Community Service Award – In addition to serving as a student ambassador in at least one PAPA event during the school year, the recipient of this award must be a student in good academic (2.0 or higher cumulative GPA) and behavioral (no referrals during the current year) standing. It will be presented to a student or students who consistently demonstrate qualities of compassion for school peers and members of the greater community. The recipient(s) must have provided unpaid service during the current school year for at least (2) two organizations not affiliated with the school. Community service is not limited to performing arts, although it is highly encouraged. Award recipient(s) must also attend at least one community-based workshop, conference or event promoting social justice, diversity, safety, non-

violence, or healthy habits. Staff, students, or community members can nominate students for this award. A nomination form is available in the office.

-Page 17, Separated Merit Only and Nominated Awards

2017-18 Employee Handbook Changes/Additions

Page 10,

G. Reimbursement for Travel and Expenses: Employees will be reimbursed for authorized travel and per diem expenses pursuant to the New Mexico Travel and Per Diem Rule, NMAC 2.24.2 as amended. An employee must obtain prior written authorization for expenditures for which he/she expects to be reimbursed for by PAPA. Failure to follow the appropriate procedures prior to incurring an expense, for which an employee wants to be reimbursed, may result in a denial of the request for reimbursement. In-state, school-funded travel is approved by the Executive Director. Out-of-state, school-funded travel must be recommended by the Executive Director and approved by the Governing Council.

Executive Director Report

Academic Achievement / Students:

- We are ready for final registration August 6-9; Jump Start Day for all new students and grade 9 on August 10; and PAPA Fest!, the first day of school for all on Monday, August 13.
- PAPA student leaders and some staff members did a great job at PAPA's work day. They assisted Ramon in getting furniture placed in the rooms, do some cleaning, making a welcome back banner and even created a workshop for the new student jump start day.
- The Audit Committee assembled for the entrance meeting with the auditors from Moss Adams. PAPA's audit will begin on September 4.
- Eighteen PAPA students took classes at DATA or APS to get ahead or complete credit recovery. Eleven students completed 16 dual credit courses at CNM over the summer.
- PAPA received a Fresh Fruit and Vegetable grant for \$5,000 to promote healthy eating and support locally grown food.
- Summer tasks still in progress:
 - Compile procedures into a complete Procedures Manual
 - Support Staff Evaluations - Ramon, Jackie
 - Create course descriptions
 - Review Safe Schools Plan
 - Review snack/fundraiser guidelines
 - Start up the year!

• PARCC and NMSBA Results:

PAPA/APS/STATE COMPARISON 2018 PARCC AND NMSBA SCIENCE SCORES								
	SUBJECT	1	2	3	4	5	% PROF	% ABOVE
STATE	MATH	20	31	28	20	2	22	
APS		23	30	26	19	2	21	
PAPA		11	25	35	29	1	30	8
STATE	ELA	19	22	28	27	4	31	
APS		22	22	26	26	4	30	
PAPA		9	15	28	43	6	47	16
STATE	SBA SCI 7	24	33	33	9	NA	42	
APS		27	34	31	9	NA	40	
PAPA		2	20	46	31	NA	77	35
STATE	SBA SCI 11	23	42	33	2	NA	35	
APS		23	41	33	3	NA	36	
PAPA		7	36	52	5	NA	57	22

COURSE PROFICIENCY OVER TIME 2015-2018

**PARCC MATH % PROFICIENT OVER TIME BY COHORT
2015-2018**

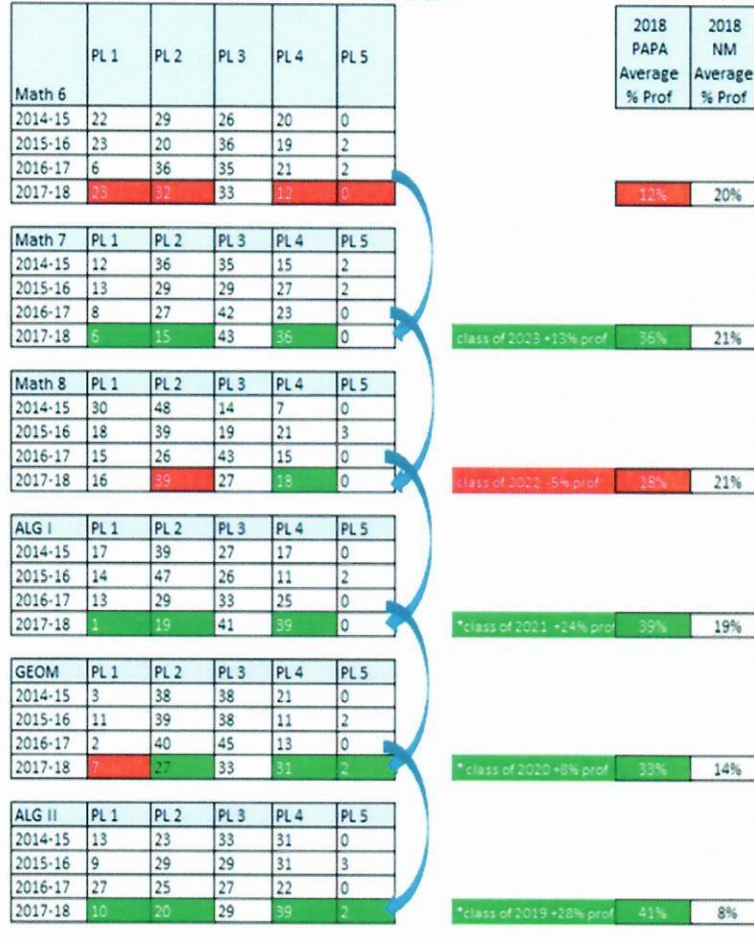
MATH COHORT/ CLASS OF	2015	2016	2017	2018
2019	7 (M8)	13 (A1)	13 (G)	41 (A2)
2020	17 (M7)	24 (M8)	25 (A1)	33 (G)
2021	20 (M6)	29 (M7)	15 (M8)	39 (A1)
2022		21 (M6)	23 (M7)	18 (M8)
2023			23 (M6)	36 (M7)
2024				12 (M6)

**PARCC ELA % PROFICIENT OVER TIME BY COHORT
2015-2018**

ELA COHORT/ CLASS OF	2015	2016	2017	2018
2019	23 (ELA8)	39 (ELA9)	50 (ELA10)	76 (ELA11)
2020	34 (ELA7)	34 (ELA8)	27 (ELA9)	56 (ELA10)
2021	23 (ELA6)	29 (ELA7)	32 (ELA8)	51 (ELA9)
2022		37 (ELA6)	41 (ELA7)	55 (ELA8)
2023			26 (ELA6)	35 (ELA7)
2024				29 (ELA6)

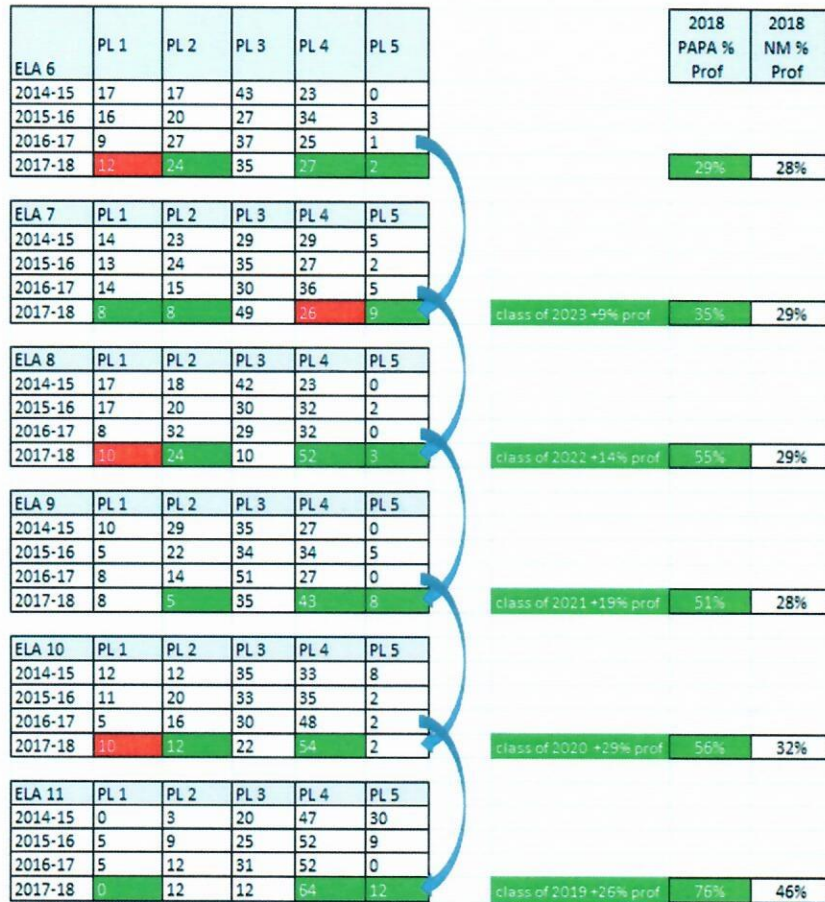
**EXECUTIVE DIRECTOR'S REPORT
PAPA GOVERNING COUNCIL MEETING
July 31, 2018**

**PARCC DATA 2015 TO 2018
BY PERCENT**



EXECUTIVE DIRECTOR'S REPORT
PAPA GOVERNING COUNCIL MEETING
July 31, 2018

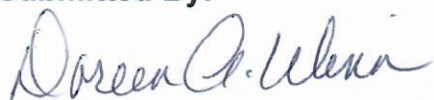
PARCC DATA 2015 TO 2018
BY PERCENT



PARCC SCALE SCORE COMPARISON PAPA / APS / STATE
BY SUBJECT
PROFICIENT IS 750

TEST	PAPA'S AVERAGE SCALE SCORE	APS AVERAGE SCALE SCORE	NM AVERAGE SCALE SCORE	CROSS-11 STATES AVERAGE SCALE SCORE
Math 6	721	720	725	734
Math 7	739	724	726	736
Math 8	724	708	714	725
Algebra I	745	728	725	741
Geometry	738	728	726	734
Algebra II	741	717	715	724
ELA 6	733	729	733	742
ELA 7	743	726	729	745
ELA 8	745	729	730	743
ELA 9	750	730	730	746
ELA 10	747	733	730	744
ELA 11	760	744	743	736

Submitted By:



Doreen A. Winn

A.13.3 Audit Committee

Audit Committee is composed of a minimum of four members and will include a minimum of one voting Council Member, a member of the public, the Executive Director and the Business Manager. The Audit Committee meets as required to review the annual audit findings and shall periodically review the finance and personnel practices of the business office.

C.2.5 AT WILL EMPLOYMENT

All non-certified employees of PAPA shall be hired on an "at will" basis, and can be dismissed at any time with or without cause, provided that, pursuant to 22-10A-24 NMSA 1978, any non-certified employee who has been employed by PAPA for three consecutive years may be terminated with a statement of cause following all due process procedure safeguards as stated by Federal Law and the statutes of the State of New Mexico. The employment contract for an "at will" employee shall reflect such employee's at will status.

Certified employees will be hired on an at-will basis for the first two years. After the third contract is signed, a certified employee can be terminated or discharged with just cause following the due process procedures established by the Federal and State law.

The Executive Director is hired on an at-will basis with no cause for discharge at the end of the employment contract.

C.5.3.3.4 Level 4 (Governing Council)

If the grievant is not satisfied with the resolution of the grievance at Level 3 (or Level 2 if the grievant's immediate supervisor for purposes of Level 2 was the Executive Director), the grievant may make a written request, within five (5) working days after the Executive Director's resolution was rendered or was due, if none was received, to the Secretary-President of the Governing Council for a hearing before the Governing Council.

E.2

F. Banning Individuals from School Campus

While schools make every reasonable effort to welcome parents and other community members to participate in school activities, an individual may be banned from the school campus or school sponsored activities if:

- He/she presents a threat to the safety of students and/or employees of the school, or other individuals appropriately participating in a school activity, or
- He/she creates a disruption to the educational process.

Banning a parent from campus or school sponsored activities is a serious action that the school wishes to avoid if at all possible. The Executive Director is urged to attempt other interventions, such as a warning letter, before turning to banning a parent. However, safety concerns for the school community must take priority.

Immediate Situations

In situations in which there is an immediate threat to safety or immediate interference in the educational process, the Executive Director proceeds as follows:

- Ask the individual to leave the campus or school sponsored activity.
- If the individual does not comply, the Executive Director contacts law enforcement to request assistance in removing the individual from the campus or school sponsored activity. Off-campus venues should follow their own policy for removal of individuals from their venues.
- If the Executive Director has reason to extend the ban beyond the single incident, he/she follows the steps in the Non-Immediate Situations section below.

Non-Immediate Situations

Prior to taking any such action, the Executive Director should discuss the issue with the Governing Council and request permission to issue a ban letter.

If a ban letter is approved, the Executive Director then issues a letter notifying an individual that he/she has been banned from a school campus and/or school sponsored activities, with appropriate details included.

The Executive Director sends the letter by Certified Mail to the individual being banned.

Every ban situation must be reviewed at least annually, or earlier at the Executive Director discretion. Bans will not carry over from one year to the next, unless with the permission of the Governing Council.

H.2.9. Possession or use of tobacco, including e-cigarettes, or other vaping products unless under direct adult supervision while being used as a prop for a dramatic performance;

B.2 PURCHASING

PAPA shall have a Chief Procurement Officer as defined in NMSA 13-1-21 *et. seq.* The Chief Procurement Officer is responsible for all purchases made by PAPA. All purchases which expend public money (including school activity funds, and grant funds) shall be in accordance with the State Procurement Code, [this Procurement Policy](#), and PAPA regulations.

Public Academy for Performing Arts (PAPA) Procurement Policy

~~The Chief Procurement Officer shall develop and submit to the Governing Council local procurement regulations.~~

PURCHASING RULES AND REGULATIONS

NMSA 1978, Sections 13-1-21 and 13-1-22; 13-1-28 through 13-1-47; 13-1-48 through 13-1-100.1; 13-1-102 through 13-199; 13-1C-1 through 13-1C-7; 13-4-1 through 13-4-11; 13-4-12 through 13-4-24; 13-4-31 through 13-4-43; 13-4A-1 through 13-4A-11; 13-4B-1 through 13-4C-3; 13-4C-1 through 13-4C-11; 13-4D-1 through 13-4D-8; 13-5-3 through 13-5-3.1; 13-6-1 through 13-6-8; with the below changes and clarifications are hereby incorporated by reference as part of the PAPA Procurement Policy.

This policy supersedes and rescinds all previous policies on this subject matter.

The procurement flow chart included with this resolution provides the basis of procurement decision making.

§ 13-1-37. Definition; central purchasing office

For this Policy, the "Central purchasing office" is the PAPA Business Office.

The Chief Procurement Officer is that person within the central purchasing office who is responsible for the control of procurement of items of tangible personal property, services or construction.

§ 13-1-62. Definition; immediate family

For this Policy, the "immediate family" includes parents, grandparents, spouse, children and siblings.

husband, wife, domestic partner, mother, father, brother, sister, children, step-children, or any relative or person living in the employee's household

§ 13-1-67. Definition; local public body

For this Policy, the "local public body" is PAPA.

§ 13-1-75. Definition; procurement officer

For this Policy, the "Procurement officer" is the Chief Procurement Officer.

§ 13-1-94. Definition; using agency

For this Policy, except for Section 13-1-100 the "Using agency" is PAPA.

§ 13-1-100. Construction contracts; central purchasing office

For this policy, "governing authority of the using agency" is the PAPA Governing Council.

§ 13-1-117.1. Procurement of professional services; local public bodies; legislative branch; selection and award

For this Policy, the regulations for the selection and award of professional services are:

1. The Chief Procurement Officer will make a threshold determination as to whether each proposal is responsive or non-responsive. Non-responsive proposals will be disqualified and eliminated from further consideration. A written determination in the form of a letter must be promptly sent to the disqualified offeror setting forth the grounds for the disqualification, and made a part of the procurement file.
2. An evaluation committee of a minimum of three individuals will evaluate and score the proposals against the published evaluation criteria. The evaluation committee members will be assigned by the Chief Procurement Officer. Governing Council members may not be members of the evaluation committee as they are the contract awarding authority.
3. The Chief Procurement Officer will collect and tabulate the evaluation scores. Any individual score that differs from the average score by more than 25% of the total points in those evaluation criteria will be questioned and evaluated for possible change by the evaluator.

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4. The Chief Procurement Officer will prepare the total scores and ranking of the firms for the Governing Council's consideration, and will make a recommendation regarding whether interviews should be conducted with the top ranked firms, if negotiations should begin with the top ranked firm, or if the solicitation should be cancelled.
5. If interviews are conducted, additional members of the evaluation committee may be added. The evaluation committee will make a recommendation to the Governing Council of the ranking of the proposers following the interviews.
6. The Governing Council will consider the evaluation committee's ranking and may authorize the Chief Procurement Officer to initiate negotiations with the top ranked offeror on scope and fee.
 - a. Upon reaching an agreement on scope and fee, the contract will be presented to the Governing Council for approval.
 - b. If agreement cannot be reached with the top ranked firm on scope and fee, negotiations will begin with the second ranked firm. This process can continue through the remaining ranked firms.
 - c. In these cases, the authority to terminate negotiations and move to the next ranked offeror is assigned to the Chief Procurement Officer.
7. The Chief Procurement Officer can recommend to the Governing Council that the procurement be terminated at any time during the process.
8. The names of all businesses submitting proposals and the names of all businesses, if any, selected for interview shall be public information. After an award has been made, the evaluation committee's final ranking and evaluation scores for all proposals shall become public information. Businesses which have not been selected for contract award shall be so notified in writing within fifteen days after an award is made. (13-1-120(D)).

▲ **§ 13-1-123. Architectural, engineering, landscape architectural and surveying contracts**

For this policy, in 13-1-123(A) change "state agency" to "local public body".

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▲ **§ 13-1-124. Architect rate schedule**

For this policy, in 13-1-124 change "state agency" to "local public body".

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▲ **§ 13-1-125. Small Purchases**

For this Policy, the rules for small purchases are:

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▲ A. Purchases for services (except professional services), items of tangible personal property, or construction involving the expenditure of two thousand five hundred dollars (\$2,500) or less, can be made by issuing a direct purchase order to a contractor based upon the best obtainable price, ~~from a minimum of two written or telephoned quotes. A "no quote" or "no bid" response can be considered as part of the two required quotes.~~ Best practice is to obtain a minimum of two price quotes. The documentation of contractors contacted will be a part of the procurement files. Quotes must be obtained from contractors capable of providing the required service, construction, or item of tangible personal property.

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▲ B. Purchases for services (except professional services), items of tangible personal property, or construction involving the expenditure of more than two thousand five hundred dollars (\$2,500.01), but less than twenty thousand dollars (\$20,000.00), can be made by issuing a direct purchase order to a contractor based upon the best obtainable price from a minimum of two written quotes. A written a "no quote" or "no bid" response can be considered as part of the two required quotes, however, efforts will be made to obtain two priced quotes. The documentation of contractors contacted will be a part of the procurement files. Quotes must be obtained from contractors capable of providing the required service, construction, or item of tangible personal property.

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▲ C. Purchases for services, (except professional services), construction, and items of tangible personal property involving the expenditure of more than twenty thousand dollars (\$20,000.01) but not more than sixty thousand dollars (\$60,000.00) shall be made only after sending notices to prospective bidders and after the expiration of the time specified in the notice or after the receipt of responses from all persons to whom notices were sent and attempting otherwise to secure at least three bona fide written responsible bids. If less than three responsible bids are secured, a purchase of more than twenty thousand dollars (\$20,000.01) but not more than sixty thousand dollars (\$60,000.00) may be made without three written bids, but such purchase must be made at the best obtainable price, which documentation is to be recorded for the procurement files.

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▲ D. Small purchase procurement of professional services:

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1. Limited to a maximum of \$60,000 for professional services, except landscape architects and surveyors which are limited to a maximum of \$10,000.

2. A request for proposals will be developed and a minimum of three businesses will be contacted and requested to provide a proposal. The request for proposals will contain the evaluation criteria. The evaluation of the proposals will be by a minimum of two persons appointed by the Chief Procurement Officer.

3. Negotiations will be conducted with the highest rates proposal.

4. For a multi-term on call or indefinite quantity small purchase professional service solicitation, the anticipated maximum amount for the maximum four-year term shall not exceed the paragraph D.1 limits.

E. Procurement requirements shall not be artificially divided so as to constitute a small purchase under this section.

F. Multi-term on-call or indefinite quantity contracts ~~contracts~~ for services (except professional services), items of tangible personal property, or construction that fall under the small purchase procedures shall have an expected aggregate total over the maximum four year life of the contract of no more than \$60,000. Multi-term on-call or indefinite quantity contracts regardless of the anticipated total cost will follow the notice and written bid process of paragraph C.

§ 13-1-154.1. Multiple source contracts; architectural and engineering services contracts; indefinite quantity construction contracts

For this policy, in 13-1-124 change "state agency" to "local public body".

§ 13-1-174. Authority to resolve protests

For this policy, the rules for resolving protests are:

1. Any bidder or offeror who is aggrieved in connection with a solicitation or award of a contract may protest to the Chief Procurement Officer. The protest shall be submitted in writing within fifteen calendar days after knowledge of the facts or occurrences giving rise to the protest.
2. The protestor shall set forth in detail all reasons for the protest. The protest shall:
 - a. Include the name and address of the protestor;
 - b. Identify the contracting activity and the number of the solicitation, if any, and if a contract has been awarded the contract number, if any;
 - c. Contain a statement of the grounds for protest;
 - d. Include supporting exhibits, evidence affidavits or documents to substantiate any claim unless not available within the filing time, in which case the expected availability date shall be indicated; and
 - e. Specify the ruling requested from the Chief Procurement Officer.
3. Upon receipt of any protest filed in accordance with paragraph 1 of this section, the Chief Procurement Officer shall notify the Governing Council. The Chief Procurement Officer will review the facts giving rise to the protest and within 15 working days mail to the protestor and all other bidders, a written determination concerning the validity of the protest. The determination shall set forth the factual and legal basis of the determination. The determination will also provide the action proposed to be taken by the Chief Procurement Officer and shall inform the protestor and other bidders of their right to appeal the Chief Procurement Officer's determination in accordance with the appeal procedures set forth in paragraph 4 of this section.
4. Any protestor or other bidder aggrieved by the Chief Procurement Officer's determination is authorized for judicial review filed pursuant to the provisions of Section 39-3-1.1 NMSA 1978.
5. Failure to timely appeal the Chief Procurement Officer's determination shall bar further recourse by the protestor or any other bidder, and the Chief Procurement Officer's determination and proposed action shall be final.
6. In the event of a timely protest under paragraph 1 of this section, the central purchasing office shall not proceed further with the procurement unless the Chief Procurement Officer makes a determination that the award of the contract is necessary to protect substantial interests of the local public body.

§ 13-1-177. Authority to suspend or debar

For this policy, the rules for debarment are:

1. When debarment is contemplated under Sections 13-1-177 through 13-1-180, the Chief Procurement Officer and PAPA Attorney will meet to discuss the circumstances leading to the possible debarment. If sufficient evidence is found that debarment should be pursued, the Chief Procurement Officer will make a written summary of the findings and legal basis of the debarment and a hearing will be scheduled before the Governing Council. Under the Open Meetings Act, this will be an open hearing, with possible discussions in executive session as an administrative adjudicatory proceeding.
2. Notice of the hearing to the contractor will be made by certified mail, return receipt requested, or by hand delivery and delivery receipt requested.
3. In the hearing, the Governing Council will hear from the Chief Procurement Officer on the reasons for the debarment and from the contractor. The Governing Council will make a determination on the debarment request.

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4. The written determination will be provided to the contractor by certified mail, return receipt requested, to the contractor, or by hand delivery and delivery receipt requested.
5. The contractor aggrieved by the Governing Council's determination is authorized for judicial review filed pursuant to the provisions of Section 39-3-1.1 NMSA 1978.

§ 13-1-191.1(G)(1). "Applicable Public Official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

For this Policy, the "applicable public officials" are: the Governing Council and the Chief Procurement Officer.

CENTRALIZATION OF PROCUREMENT AUTHORITY

All procurement for PAPA shall be performed by a central purchasing office designated by the Governing Council except as otherwise provided in the Procurement Code. PAPA shall identify their designated central purchasing office to the state purchasing agent and shall report their chief procurement officers to the state purchasing agent. On or before January 1 of each year, and every time a new Chief Procurement Officer is hired, each local public body shall provide to the state purchasing agent the name of the Chief Procurement Officer and information identifying the central purchasing office. Only a state certified Chief Procurement Officer may make determinations, including determination regarding exemptions, pursuant to the procurement code; issue purchase orders and authorize small purchases pursuant to the procurement code; and approve procurement pursuant to the procurement code.

INDEMNIFICATION AND INSURANCE

Except as provided for in the Tort Claims Act, Sections 41-4-1 through 41-4-27 NMSA 1978, no contract governed by this policy shall contain a provision whereby PAPA agrees to indemnify or provide tort liability insurance for any contractor. No contract governed by this policy shall contain any provision whereby PAPA agrees to indemnify or provide a contractor with insurance for non-tort risks unless the provision has been approved in writing by PAPA legal counsel or risk manager. Any indemnification or insurance provision in any contract executed in violation of this section shall be void and of no effect.

SUMMARY OF CONTRACT VALUES

Maximum Contract Values for various procurement methods:

13-1-119.1 (C) Two Phase Design-Build project delivery system – no limit

13-1-119.1(F) Design-Build project delivery system \$400,000.

13-1-125 Small Purchases

Services/Professional Services \$60,000

Except Landscape Architects \$10,000 (13-1-66.1)

Except Surveyor \$10,000 (13-1-66.1)

Construction \$60,000

Tangible Personal Property \$60,000

13-1-125(C) Small Purchases - Direct Purchase Order Based on Best Obtainable Price

Services \$20,000

Except Professional Services

Construction \$20,000

Tangible Personal Property \$20,000

SIGNATURE AUTHORITY

The Governing Council executes all contracts, except as delegated by this or separate resolution.

The Executive Director has the authority to execute service (except professional service), construction and items of tangible personal property contracts under \$60,000.

The Executive Director has the authority to execute professional service contracts under \$20,000.

The Executive Director has the authority to execute construction contract modifications or change orders necessary to continue the construction without delay under \$60,000.

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The Chief Procurement Officer has the authority to execute service (except professional service), construction and items of tangible personal property contracts under \$20,000.

* All contracts of \$5,000 or more approved by the Executive Director and Chief Procurement Officer will be presented to the Governing Council for information.

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Compliance with 22-21-1 NMSA 1978. Prohibiting sales to the department, to school districts and to school personnel; exception; penalty and the Governmental Conduct Act (NMSA 1978, Chapter 10, Article 16).

PAPA shall not purchase, directly or indirectly, anything from a member of the Governing Body or a school employee.

* Material for reference – not to be a part of the policy

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22-21-1. Prohibiting sales to the department, to school districts and to school personnel; exception; penalty.

A. A member of the commission, a member of a local school board, a member of the governing body of a charter school, the secretary, an employee of the department or a school employee shall not, directly or indirectly, sell or be a party to any transaction to sell any instructional material, furniture, equipment, insurance, school supplies or work under contract to the department, school district or public school with which such person is associated or employed. No such person shall receive any commission or profit from the sale or any transaction to sell any instructional material, furniture, equipment, insurance, school supplies or work under contract to the department, school district or public school with which the person is associated or employed.

B. The provisions of this section shall not apply to a person making a sale in the regular course of business who complies with the provisions of Sections 13-1-21, 13-1-21.2 [repealed] and 13-1-22 NMSA 1978. The provisions of this section shall not apply in cases in which school employees contract to perform special services with the department, school district or public school with which they are associated or employed during time periods wherein service is not required under a contract for instruction, administration or other employment.

C. No member of the commission, member of a local school board, member of the governing body of a charter school, the secretary, employee of the department or school employee shall solicit or sell or be a party to a transaction to solicit or sell insurance or investment securities to any employee of the department or any employee of the school district whom such person supervises. Nothing in this subsection shall prohibit a financial institution from requiring the purchase of insurance in connection with a loan or offering and selling such insurance in accordance with the provisions of the New Mexico Insurance Code [Chapter 59A [except for Articles 30A and 42A] NMSA 1978].

Governmental Conduct Act

NMSA 1978, Chapter 10, Article 16

1-16-2E. "family" means an individual's spouse, parents, children or siblings, by consanguinity or affinity;

F. "financial interest" means an interest held by an individual or the individual's family that is:

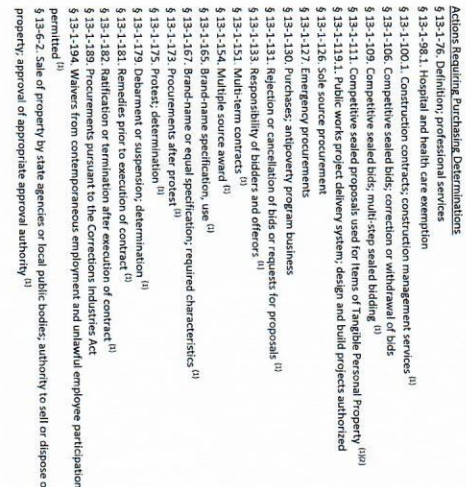
- (1) an ownership interest in business or property; or
- (2) any employment or prospective employment for which negotiations have already begun;

L. "substantial interest" means an ownership interest that is greater than twenty percent.

10-16-7 B. Unless a public officer or employee has disclosed the public officer's or employee's substantial interest through public notice and unless a contract is awarded pursuant to a competitive process, a local government agency shall not enter into a contract with a public officer or employee of that local government agency, with the family of the public officer or employee or with a business in which the public officer or employee or the family of the public officer or employee

ATTACHMENT

Procurement Flow Chart





11800 Princess Jeanne Ave., NE / Albuquerque, NM 87112 / (T) 505-830-3128 / (F) 505-830-9930 / www.paparts.org
Doreen A. Winn, Executive Director

RESOLUTION – SCHOOL YEAR 2018-2019 DRAFT
OPEN MEETINGS ACT

WHEREAS, the Governing Council of the Public Academy for Performing Arts met at the facilities of 11800 Princess Jean Ave, NE Albuquerque, NM 87112 on Tuesday, July 31, 2018, at 4:15 p.m., and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Governing Council of the Public Academy for Performing Arts to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the Public Academy for Performing Arts that:

1. All meetings shall be held at the Public Academy for Performing Arts, 11800 Princess Jean Ave, NE, Albuquerque, NM 87112 or as otherwise indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held on the last Tuesday of the month at 4:15 pm with the exception of December, 2018 when the monthly meeting will be held on December 18, 2018. The draft agenda will be available at least seventy-two hours prior to the meeting from Public Academy for Performing Arts, whose office is located at 11800 Princess Jean Ave, NE, Albuquerque, NM 87112 The final agenda will be available 48 hours prior to the meeting. Notice of any other regular meetings will be given ten days in advance of the meeting date.
3. Special meetings may be called by the Chairman or a majority of the members upon 72 hours' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Governing Council of the Public Academy for Performing Arts will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, the public body shall report to the New Mexico Attorney General's office the action taken and the circumstances creating the emergency.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda are posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the web-site of the Public Academy for Performing Arts www.paparts.org.

Page 1 of 2

PAPA GOVERNING COUNCIL

Joshua Vallano, President / Elizabeth Roybal, Vice President / Mark Huntzinger, Secretary
Michael Keith, Member / Jennifer Lopez, Member / Michael Matsko, Member

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RESOLUTION – SY 2017-2018- 001
OPEN MEETINGS ACT
Page 2

- 6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
- 7. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the website of the Public Academy for Performing Arts www.paparts.org. In addition to the information specified above, notice shall indicate how a copy of the agenda may be obtained or include a hyperlink to the agenda. They shall also indicate how an individual with a disability who wishes to attend a meeting of the Governing Council and who might be in need of special accommodations, can obtain information and/or accommodation for their disability.
- 8. The Governing Council of the Public Academy for Performing Arts may close a meeting to the public only if the subject matter of such discussion or action is accepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Governing Council of the Public Academy for Performing Arts taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be noted with reasonable specificity. Only those subjects specified in the motion may be discussed in the closed meeting.
 - b) If a closed meeting is conducted when the Governing Council of the Public Academy for Performing Arts is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
 - c) Following completion of any closed meeting, the minutes shall state whether the matters discussed in the closed meeting were limited only to those noted, when the meeting was closed.
 - d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Governing Council of the Public Academy for Performing Arts in an open public meeting.
- 9. Attendance by members of the Governing Body at school functions (such as open houses, performances, etc.) may constitute a quorum. The presence of the Governing Body members at these functions is not for the purpose of conducting school business. The potential for a quorum at these functions will be noted on the school calendar on the website www.paparts.org and the Governing Body members will not conduct any business.

Adopted this July 31, 2018 at Albuquerque, New Mexico .

_____ , Chairman	_____ , Member
_____ , Member	_____ , Member
_____ , Member	_____ , Member
_____ , Member	

2018-2019 PAPA GOVERNING COUNCIL TRAINING REQUIREMENT SUMMARY

- **NEW MEMBERS (1ST Fiscal year of service) = 10 hours minimum**
 - 7 hours before attending or voting at a meeting **DONE?**
 - 2 fiscal,
 - 2 ethics and responsibilities,
 - 1 evaluating academic data,
 - 1 open government, and
 - 1 legal and organizational performance
 - ✓ Mance Anderson
 - ✓ Phil Krehbiel
 - 3 remaining hours: Extended time in any area (fiscal, ethics and responsibilities, academic data analysis, Open Meetings Act, legal and organizational performance based on identified needs identified by the Council or school specific onboarding **PENDING**
- **CONTINUING MEMBERS = 8 hours minimum **PENDING****
 - 1 ethics and responsibility,
 - 3 fiscal,
 - 2 evaluating academic data,
 - 1 open government and free public school education, and
 - 1 understanding and overseeing the organizational performance of a charter school
 - ✓ Mark Huntzinger
 - ✓ Michael Keith
 - ✓ Jennifer Lopez
 - ✓ Michael Matsko
 - ✓ Elizabeth Roybal

EXEMPTIONS FOR CONTINUING MEMBERS ONLY

- 2 hours of academic training – if school earns a B or higher on latest 3 school grade reports and no rating below a C in any area of the report card for the current year **PENDING SCHOOL GRADE REPORT**
 - 2 of the 3 hours of fiscal training – if school has received an unmodified annual audit over the past 3 years with no material weaknesses, no multi-year repeat findings, no significant deficiencies, and no more than 2 compliance findings in the current year **DON'T QUALIFY**
- **COURSES CANNOT BE REPEATED IF ADDITIONAL TRAINING IS AVAILABLE**
 - **ANNUALLY, THE TRAINING SHALL BE RELATED TO SPECIFIC AREAS OF GROWTH**