

**Public Academy for Performing Arts
Governing Council
Meeting Agenda
Tuesday, February 26, 2019, 4:15pm
Public Academy for Performing Arts Campus
11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 2**

Type of meeting:	Community / Monthly	Chair:	Elizabeth Roybal
Invited to Attend:	1. Mance Anderson, GC Member 2. Mark Huntzinger, GC Vice President 3. Michael Keith, GC Member 4. Phil Krehbiel, GC Member 5. Jennifer Lopez, GC Secretary 6. Michael Matsko, GC Member 7. Elizabeth Roybal, GC President	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 / Santana Gonzalez, NHS President 14. Brooke Rodriguez, MS Student Council President	
	Scheduled Guests:	Scheduled Absence:	Jennifer Lopez

1. Call to Order, Roll Call (Quorum 4/7 voting members).....Chair.....4:15 p.m.
2. Welcome and Introductions.....Chair.....4:17 p.m.
3. Approval of Agenda **ACTION ITEM**All.....4:20 p.m.
4. Approval of Previous 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. BARS/Permanent Transfer **ACTION ITEM**
 - b. Bank Search Update **ACTION ITEM**
 - c. Substitute Salary Schedule **ACTION ITEM**
7. Executive Director's Report.....Doreen Winn4:40 p.m.
 - a. Facility Update
 - b. Written Report
8. Organizational BusinessChair.....4:45 p.m.

Legislative Updates.....Mark Huntzinger

 - a. Committee Updates

Policy Committee Report -Update on ESSA Section 8546 **ACTION ITEM**

-Introduction C.16 Policy and Procedures for Calculating Licensed Employee Training and Experience.....
Mark Huntzinger
 - b. Calendar Review **ACTION ITEM**
 - c. Training Hours Update
 - d. Signatures
9. President's Report.....Elizabeth Roybal.....4:50 p.m.
10. Other Announcements/DiscussionAll.....4:55 p.m.
11. Adjourn.....Chair.....5:00 p.m.

-OPEN HOUSE FOR PROSPECTIVE STUDENTS FOLLOWS THE COUNCIL MEETING FROM 5:00-6:30PM-

----- 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. The Title IX Coordinator is the Executive Director.

----- Additional Information -----

Audit Committee – Michael Matsko (Chair), Jennifer Lopez, Doreen Winn, Rhonda Cordova, Ruby Arispe, Russ Romans
Finance Committee – Michael Matsko (Chair), Phil Krehbiel, 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), Mance Anderson, 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 January 29, 2019

Date: 01/29/2019	Location: PAPA Room 2	
Governing Council Meeting		
Time: 4:15 to 5:43	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member), Michael Keith (voting member), Jennifer Lopez (voting member), Phil Krehbiel (voting member), Michael Matsko (voting member), Manle Anderson (voting member), Virginia Wilmerding, Carol Torrez, Doreen Winn, Rhonda Cordova, Santana Gonzales, (HS Honor Society)		
Not in Attendance: HS and MS student reps, Sherry Allen (faculty rep)		
Guests in Attendance: Olivia Roybal (student)		
Discussion	Resource	
1. Call to Order at 4:15 pm/ Roll Call, 7 voting members present	Elizabeth Roybal	
2. Welcome and Introductions of all present.	Elizabeth Roybal	
3. Approval of Agenda <ul style="list-style-type: none"> Motion to approve the agenda was made by Jennifer Lopez, seconded by Phil Krehbiel and approved 7-0. 	Elizabeth Roybal	
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> Motion to approve the agenda, to include the correction of BAR 0020-I to read \$2,000.00, was made by Michael Matsko, seconded by Phil Krehbiel and approved 7-0. 	Elizabeth Roybal	
5. Public Comment - none		
6. Budget and Finance Report <ul style="list-style-type: none"> The Finance Committee meeting was held at 3:30pm today with Rhonda Cordova, Phil Krehbiel, Michael Matsko, and Doreen Winn present. They reviewed the bank reconciliation through December 2018 and spot-checked expenditures. In the future, complete check registers will be sent to the entire GC for review. Mark Huntzinger made the motion to approve the Budget Report and it was seconded by Michael Keith, approved 7-0. A motion was made by Michael Matsko, seconded by Elizabeth Roybal and approved by the full GC to make an amendment to the Budget and Finance Report to approve an increase in total expenditures of \$500.00 for travel to accommodate an increase in hotel and rental car costs for 4 teachers traveling to the Courage to Risk Conference in Colorado Springs, Colorado 1/31/19 to 02/03/19. 	Phil Khrebiel and Rhonda Cordova Rhonda	

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes January 29, 2019

<ul style="list-style-type: none"> • BARS/Permanent Transfer: The following BAR was approved 7-0 with a motion made by Mark Huntzinger and seconded by Michael Matsko. • 0023-I an increase of \$10, 472 from operational into IDEA-B funds; this is the final IDEA-B allocation. • Fraud Update: Counterfeit checks worth \$9,596.00 were cashed. We were reimbursed \$2,005.49 by Wells Fargo. CCMSI paid us a claim of \$6,840.51. We paid an insurance deductible of \$750.00 • Bank Search: After researching a variety of banking institutions, Nusenda appears to be the best choice for us. They are now able to offer a pledge collateral. Pending a final positive meeting with Nusenda officials, we will begin the process of moving our accounts to their institution. Michael Matsko made a motion to for us to begin the process of moving accounts to Nusenda pending a positive meeting with their bankers. The motion was approved 7-0. • Audit Update: The State Auditor has approved our audit with no findings. 	<p>Cordova</p> <p>Doreen Winn</p> <p>Rhonda Cordova</p> <p>Michael Matsko</p>
<p>7. Executive Director's Report</p> <ul style="list-style-type: none"> • Facility Update: The 95% Plan/Review meeting with the architects and APS maintenance staff was held and attended by Dr. Wilmerding. Mark Huntzinger had reviewed all our drawings prior to the meeting and had made his concerns known to the architects. According to Doreen Winn, all his concerns were addressed. Dr. Wilmerding stated that with Mr. Huntzinger's assistance, the architects were very prepared for the meeting. However, a 99% meeting will need to be held, as there is still much work to be done. <p>Written Report:</p> <ul style="list-style-type: none"> • PAPA's lottery has begun and will end February 29, 2019. To date, we have 81 applicants from 61 schools, with most of them for 6th, 7th, and 9th grade. The Open House for lottery applicants will be on February 26, 2019 after the GC meeting. • Sixty-nine students were inducted into the NHS and NJHS this past month, with 40 of the students being in the 8th grade. A major factor in the increase of 8th graders qualifying for this honor was an increase in the math grades resulting from last years Targeted Assistance that was paid for by Title I funds. Changes in how APS allocated Title I funds this fiscal year resulted in PAPA not receiving any Title I funds and the Targeted Assistance program was not continued. 	<p>Doreen Winn and Dr. Wilmerding</p> <p>Doreen Winn</p>
<p>8. Organizational Business</p> <ul style="list-style-type: none"> • Legislative Updates: A variety of bills are being proposed ranging from an increase in instructional days to a decrease in the small school size adjustment. Mr. Huntzinger will review all legislation to look for any that will effect PAPA and will alert us to the ramifications of each. Each GC member will decide whether to testify at the legislature or email Senators as individual citizens, but not as school officials. No action from the GC is currently necessary. 	<p>Mark Huntzinger</p> <p>Mark</p>

Public Academy for Performing Arts
Draft Governing Council Meeting Minutes January 29, 2019

<ul style="list-style-type: none"> • Committee Updates: Policy: A new policy addressing ESSA Section 8546 which prohibits a school, any of its employees, contractors, or agents from aiding and abetting sexual abuse has been put out for comment. Action will be taken next month so that we can be compliant with federal law. • Conversations within the Performing Arts Committee have centered around the need for money and a building. We are researching obtaining a new container to be used as a shop in which to build sets. SB9 money can be used for this purpose. • Training Hours Update: Michael Keith and Michael Matsko both need all of their training hours. Phil Krehbiel and Mandle Anderson both need 3 hours which can be obtained by taking our newly approved Onboarding Course. We will try to schedule this course for March. • Signatures: None were required. 		Huntzinger
		Elizabeth Roybal
		Elizabeth Roybal
9. President's Report: The Onboarding course created by Jennifer Lopez has been approved by PED. Even though they have awarded us a course code, we are still waiting on our official letter of approval, as the PED is in transition with the announcement of a new director. We will try to have this course taught in March.		Elizabeth Roybal
10. Other Announcements/Discussion: None		All
11. Adjourn: at 5:43; next scheduled meeting is February 26, 2019 at 4:15		Elizabeth Roybal
Status		Action Item
	Resource	Due Date

Public Academy for Performing Arts
Draft Governing Council Special Meeting Minutes February 4, 2019

Date: 02/04/2019		Location: PAPA Room 2	
Governing Council Meeting			
Time: 4:15 to 4:27		Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member), Jennifer Lopez (voting member), Phil Krehbiel (voting member), Virginia Wilmerding, Carol Torrez (arrived at 4:22), Doreen Winn, Santana Gonzales, (HS Honor Society)			
Not in Attendance: Michael Matsko (voting member), Mance Anderson (voting member), Michael Keith (voting member),			
Guests in Attendance: Olivia Roybal (student), Juliette Beck, Su Hudson			
Discussion			Resource
1. Call to Order at 4:15 pm/ Roll Call, 4 voting members present and a quorum is reached			Elizabeth Roybal
2. Welcome and Introductions of all present.			Elizabeth Roybal
3. Approval of Agenda <ul style="list-style-type: none">Motion to approve the agenda was made by Mark Huntzinger, seconded by Phil Krehbiel , approved 4-0			Elizabeth Roybal
4. Out-of-State Travel Request <ul style="list-style-type: none">Ms. Beck, Ms. Hudson, a current high school film student, and an alumnus have been invited to the Australian Indigenous Mentoring Experience (AIME). The Festival focuses on mentoring the LGBTQ+ community, as well as other diverse populations. Our previous student completed an application, was accepted to attend, along with mentor teachers and 1 current student. The entirety of the trip, except for the flight from Albuquerque to Los Angeles, is being paid for by AIME. The group is asking for \$2650 to cover the costs of the flights, 1 night of hotel in Sydney, Australia, and ground transportation for the 2 teachers. These funds will come from grants already awarded to PAPA’s LGBTQ group. Phil Khrehbiel made the motion that we approve the trip with Mark Huntzinger seconding the motion with the provision that the sub pay for the 2 teachers comes from the LGBTQ funds. The motion passed 4-0.			Juliette Beck and Su Hudson
5. Adjourn at 4:27			Elizabeth Roybal
Status			Action Item
		Resource	Due Date

Budget Report as of February 25, 2019

OPERATIONAL

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>	<u>% to Budget</u>
\$2,833,824.09	(\$1,747,448.70)	(\$1,176,573.52)	(\$90,198.13)	1%
			(\$2,806.94) Reallocate from IDEA B	
			(\$627.59) Reallocate from Dual Credit	
			\$69,532.03 BAR 0026-I	
			\$48,389.00 BAR 0024-I	
			<hr/> \$24,288.37	

INSTRUCTIONAL MATERIALS

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$20,783.22	(\$6,488.66)	(\$6,691.89)	\$7,602.67

Food Services

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$121,849.03	(\$79,968.86)	(\$41,880.17)	\$0.00

Activities

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$182,045.32	(\$86,214.68)	(\$53,948.34)	\$41,882.30

IDEA B

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$63,383.00	(\$44,744.16)	(\$31,917.78)	(\$13,278.94)
			<hr/> \$10,472.00 BAR 0023-I
			(\$2,806.94)

Title III

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$260.00	\$0.00	\$0.00	\$260.00

Teacher/Principal Training

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$20,852.00	(\$10,369.13)	(\$5,042.12)	\$5,440.75

Medicaid

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$22,596.51	(\$2,986.27)	(\$60.49)	\$19,549.75

CNM

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$4,969.43	(\$2,202.30)	(\$2,000.00)	\$767.13

Dual Credit

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$4,568.20	(\$6,002.15)	\$0.00	(\$1,433.95)
			<u>\$806.36</u> Pending BAR (APS) Initiation
			(\$627.59)

FFV Grant

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$5,000.00	(\$542.00)	(\$1,395.00)	\$3,063.00

Youth Chat Grant

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$3,150.70	(\$730.79)	(\$83.09)	\$2,336.82

Lease Assistance

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$279,775.00	(\$186,516.64)	(\$93,258.32)	\$0.04

HB33

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$255,755.46	(\$58,065.62)	(\$192,397.38)	\$5,292.46

SB9 State Match

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$0.00	(\$2,299.50)	(\$475.37)	(\$2,774.87)
			<u>\$9,539.00</u> Pending BAR 0025-IB
			\$6,764.13

SB9 Tax Allocation

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$143,929.41	(\$26,031.30)	(\$5,347.78)	\$112,550.33

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: 001-047-1819-0024-I
Fund Type: General Fund / Capital
Outlay / Debt Service

Adjustment Type: Increase

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: Jul 1 2018 12:00AM

To: Jun 30 2019 12:00AM

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 11000.0000.11111 \$48,664

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	55915 Other Contract Services	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$17,218	\$48,664	\$65,882	
Sub Total						\$48,664		
Indirect Cost								
DOC. TOTAL						\$48,664		

Justification:

Increase carryover balance per approved Cash transfer.

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

2/25/2019 11:06:52 PM

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: 001-047-1819-0025-IB
Fund Type: General Fund / Capital
Outlay / Debt Service

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: Jul 1 2018 12:00AM

To: Jun 30 2019 12:00AM

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 31700.0000.43202

\$9,539

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31700 Capital Improvements SB-9	4000 Capital Outlay	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$9,539	\$9,539	
					Sub Total	\$9,539		
					Indirect Cost			
					DOC. TOTAL	\$9,539		

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

2/25/2019 11:17:04 PM

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: 001-047-1819-0026-I
Fund Type: General Fund / Capital
Outlay / Debt Service

Adjustment Type: Increase

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: Jul 1 2018 12:00AM

To: Jun 30 2019 12:00AM

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 11000.0000.43101 \$69,532

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	51100 Salaries Expense	2000 Special Programs	1712 Instructional Assistants-Special Education		\$10,000	\$10,000	1.00
11000 Operational	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	1214 Guidance Counselors/Social Workers		\$36,000	\$36,000	1.00
11000 Operational	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	1315 Psychologists/Counselors		\$10,000	\$10,000	0.50
11000 Operational	2600 Operation & Maintenance of Plant	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$7,686	\$8,000	\$15,686	
11000 Operational	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$1,000	\$4,532	\$5,532	
11000 Operational	3100 Food Services Operations	53330 Professional Development	0000 No Program	0000 No Job Class		\$1,000	\$1,000	
Sub Total						\$69,532		2.50
Indirect Cost								
DOC. TOTAL						\$69,532		

Justification:

Final SEG Allocation for FY2019

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

Rhonda Cordova

Role

Business Manager

Date

2/26/2019 2:14:57 PM

**Public Academy for Performing Arts
Salary Schedule for Substitute Teachers
2018-2019**

Pending GC Approval

HS	AA	BA/BS	Teacher/Retiree	LT
\$11.00	\$13.50	\$15.50	\$18.50	Current pay + 1 extra hour per week

Academic Achievement / Students

- The Lottery ends on February 28th. To date, we have received 153 (27 siblings) applications from 87 different schools. Tonight is the Open House for Prospective Students, so there will be more.
- The 120th day student count was 424.
- PAPA PROUD!! Congratulations to the 69 new members of PAPA's National Honor Society and National Junior Honor Society! The students were inducted with a ceremony and reception Monday night. This is the largest group ever to earn this honor!
- Juniors reviewed the PSAT scores.
- The ACCESS exam was administered for ELL students.
- PAPA students interested in cosmetology were hosted at CNM for a tour of the Cosmetology Lab
- Lavato and Wilson from Sandia Labs presented to the Physics classes.
- Third Quarter Progress Reports were sent home with students.
- Attendance and grade intervention meetings with students and parents.
- Students in 8th grade were administered the NAEP standardized assessment for the federal government.

Performing Arts / Activities

- Over 100 students in Choir, Orchestra and Band attended Hummingbird Music Camp this month.
- HS Film participated in a video shoot, "Liberty" with local singer and songwriter Ron Crowder. His song was awarded the NM Song of the Year through the NM Music Awards.
- HS Acting presented *Romeo and Juliet*
- HS Mariachi attended the Festival de Bellas Artes at NHCC.
- MS and HS Student Councils held Valentine's Day Grams/Flower fundraisers.
- The Winter Ball was held at the National Hispanic Cultural Center
- National Honor Society and National Junior Honor Society held a lock-in team building event.
- PAPA middle school artists were invited to **516 ARTS** to view their Fundred artwork in the *Currency* Exhibit. Artist Mel Chin created the Fundred project to raise awareness about childhood lead poisoning. PAPA's Fundreds will be on display thorough February 23, 2019. The exhibit is FREE! After the exhibit closes, our art will go into The Fundred Reserve in Washington, D.C.!
- PAPA Artists, Grace Read, Brendan Oberg, Kyler Kinzie, and Chelsea Christensen have their work on display at The University of New Mexico.
- PAPA Alum, Sabrina Carabajal worked with Beginning Contemporary class to help with lifts and flips.
- Professional Dancer, Gabriel Ash held Master Dance Classes at PAPA.

Professional Development / Staff

- A Special GC meeting was held to discuss and take action on an out-of-state professional development opportunity for Ms. Beck and Ms. Hudson to attend the AIME Mentoring Festival.

- Ms. Montoya attended the Arts Education in Public Schools Quarterly Committee Meeting.
- Ms. Ingham, Ms. Muniz, and Ms. Torrez attended the Courage to Risk Conference focused on educating at-risk students.
- Ms. Orozco presented at the DiversifiED Conference.
- Mr. Barrio attended classroom management training.
- Ms. Lavis attended Health Assistant training.
- Ms. Candelaria attended STARS training.
- Staff observations are taking place.

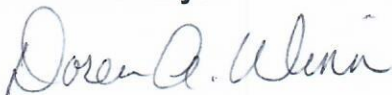
Community

- The APS Compliance Site Visit took place.
- PAPA celebrated Black History Month by featuring historical and current Unsung African American Heroes that are not as well-known. Each day featured a different hero.
- Graduation and the All School Awards location has been changed to Legacy Church on Wyoming just north of Montgomery. The new location will provide more seating along with a theater-type atmosphere.
- Administration had "Coffee Talk" with the PTSO and few parents where discussion took place on parent selected topics of interest. We appreciate all who attended!
- A group of 20 students had an awesome day as they were hosted at the Roundhouse by Senator William Payne and Representative Melanie Stansbury. They met Governor Lujan Grisham; were hosted for lunch by MCA of NM Director Steve Crespín and PAPA parent Ronda Gilliland Lopez; and visited the offices of several Representatives and Senators to discuss PAPA and their Capital Outlay Request.
- Student "Intent to Return" forms were collected.
- PAPA was nominated for OUTstanding School in ABQ Pride's OUTstanding Awards. PAPA's own Casey Combs (Cece Knight Jones) was nominated for OUTstanding Youth Drag Entertainer.
- Open House for Prospective Students is tonight.

Facility Update

- Waiting to hear what will happen to PAPA's project since the Bond/Mill Levy did not pass.

Submitted By:



Doreen A. Winn

C.17 Prohibition on Aiding and Abetting Sexual Abuse

In accordance with 20 U.S. Code § 7926, the school, any of its employees, contractors of agents shall not assist a school employee, contractor, or agent in obtaining a new job if the individual or agency knows, or has probable cause to believe, that such school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.

The routine transmission of administrative and personnel files is exempt from this prohibition.

This prohibition does not apply if:

- (1) the alleged misconduct has been properly reported to law enforcement and any other authorities required by Federal, State, or local law; and
- (2) the matter has been officially closed; the employee, contractor, or agent has been exonerated; or the relevant case or the investigation remains open without an indictment or other charges having been brought within four years of the date on which the information was provided to law enforcement.

DRAFT C.16 Policy and Procedures for Calculating Licensed Employee Training and Experience
(adopted 10/30/2018)

This policy identifies how Training and Experience of licensed employees will be collected for the State Equalization Guarantee, and for Certified Salary Schedule purposes.

Training and Education (T&E) Process

Data for all licensed employees and contracted personnel will be collected by the Executive Director as follows:

- Copy of Licensure
- Proof of Education, Degree(s), and additional credit hours (as described below)
- Verification of years' experience as a licensed provider will be collected via written verification.
- Part time licensed employees who work 550 hours or more in a school year will be counted as one (1) year full experience.

All documentation will be kept in employment files Maintained by the Business Office.

Training and Experience Reporting

Training and Experience will be reported to the Public Education Department on annual Basis as required by the School Budget and Finance Analysis Bureau.

Proof of Education for Training and Experience reporting and placement on the Salary Schedule.

The PAPA Certified Salary Schedule is divided into six categories across the three levels of licenses:

1. Bachelor's Degree (Levels I, II, and III)
2. Bachelor's Degree+ 15 credit hours (Levels I, II, and III)
3. Bachelor's Degree + 45 credit hours or Master's Degree (Levels I, II, and III)
4. Master's Degree + 15 credit hours (Levels I, II, and III)
5. Master's Degree + 45 credit hours (Levels I, II, and III)
6. National Board Certified or Master's Degree (Level III only)

The credit hours for Bachelor's-plus or Master's-plus salary categories must be from an accredited college or university. Official transcripts will be provided by the employee to the Executive Director.

The credit hours shall be in coursework that meets a curricular need identified by administration that supports the vision/mission of PAPA or lead to degree(s) above a Bachelor's associated with education or an endorsement area. All courses for existing employees need to be pre-approved by the Executive Director (using the appropriate form). New employee education will be evaluated upon hiring.

Bachelor's-plus or Master's-plus hours are credit hours of course work completed after the date of the Bachelor's or Master's degree. "Plus" hours are reset upon award of a higher degree.

Current and new employee will provide official transcripts to the Executive Director who will determine the number of credit hours that meet these criteria. Semester hours from repeated classes or with a GPA of under 3.0 will not be counted as "plus" hours for pay purposes.

If an employee plans to move to the next level in the salary schedule for the following school year, this must be indicated on the annual Intent to Return Form by April 1st. Official transcripts and/or updated

license, and/or appropriate endorsement must be provided to the Executive Director by October 1st of the same year. The Executive Director will evaluate the transcripts and determine the appropriate salary schedule placement. Any salary increase begins once the transcripts, degrees, and/or new certifications are submitted, verified, and approved.

TOTAL # IN-SERVICE DAYS=11

TOTAL # OF INSTRUCTIONAL DAYS = 168

Public Academy for Performing Arts

2019-2020 School Calendar

DRAFT 1

July 2019						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

0

August 2019						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

16

September 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19

October 2019						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

21

November 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15

December 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15

January 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18

February 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

18

March 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

17

April 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18

May 2020						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11

June 2020						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

0

 School Closed/ Holidays

 Registration

 Teacher In-Service Day (no school students)

 New Student Jump Start Day/Orientation

 First and Last Day of School

 Parent Conferences/Student Support

 ½ Day – End of Semester/Graduation

 Make-up Days if Necessary

15

Public Academy for Performing Arts

2019-2020 School Calendar

DRAFT 2

July 2019						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

0

August 2019						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

16

September 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19

October 2019						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

21

November 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

14

December 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

14

January 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18

February 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

19

March 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19

April 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18

May 2020						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

10

June 2020						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

0

 School Closed/ Holidays

 First and Last Day of School 8/12 & 5/15

 Registration

 Dance Tech/PT Conferences/Student Support

 Teacher In-Service Day (no school students)

 ½ Day – End of Semester/Graduation 5/8

 New Student Jump Start Day/Orientation

 Make-up Days if Necessary

ALL DOABLE CHANGES SEE REVERSE SIDE

- Move Registration to Jul
- Change Aug 8 to In-service
- Change Oct 10 to Fall Break for all
- Add In-service to Nov 1 – Taken from 4/14
- Change Dec 18-19 to full days
- Change Dec 20 to In-service – Taken from 4/9
- Add Jan 20 to MLK holiday
- Delete Feb 18 In-service
- Recolor Mar 3-4 to Pink
- Add Mar 20 In-service – Taken from Feb 18
- Move Spring Break to Mar 30-Apr 3
- Remove Apr 14 In-service
- Change May 13 to full day
- Change May 15 to In-service

TOTAL # IN-SERVICE DAYS=11

TOTAL # OF INSTRUCTIONAL DAYS = 168