

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes March 26, 2019

Date: 12/18/2018	Location: PAPA Room 2	
Governing Council Meeting		
Time: 4:16 to 5:56	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), Mandle Anderson (voting member), Virginia Wilmerding, Carol Torrez, Doreen Winn, Rhonda Cordova, Santana Gonzales, (HS Honor Society)		
Not in Attendance: MS student reps, Sherry Allen (faculty rep)		
Guests in Attendance: Olivia Roybal (student), Crystal Rothganger, Justin Rothganger		
Discussion		Resource
1. Call to Order at 4:16 pm/ Roll Call, 7 voting members present		Elizabeth Roybal
2. Welcome and Introductions of all present.		Elizabeth Roybal
3. Approval of Agenda		Elizabeth Roybal
<ul style="list-style-type: none"> Motion to approve the agenda was made by Mark Huntzinger, seconded by Phil Krehbiel , approved 7-0 		
4. Approval of Prior Meeting Minutes		Elizabeth Roybal
<ul style="list-style-type: none"> Motion to approve the agenda as amended was made by Phil Krehbiel, seconded by Mark Huntzinger and approved 7-0. 		
5. Public Comment - none		
6. Budget and Finance Report		Michael Matsko
<ul style="list-style-type: none"> The Finance Committee meeting was held at 7:30am today with Rhonda Cordova, Phil Krehbiel, Michael Matsko, and Doreen Winn present. The check register, bank reconciliation, journal entries, and the detailed revenue and expenditure report through February 2019 were reviewed. Our current carryover is only at 1% at \$24,347.00 a) BARS/Permanent Transfer: The following BARS were approved 7-0 with a motion made by Mark Huntzinger and seconded by Jennifer Lopez . 0027-D to decrease the amount of funds allocated to dual credit by \$579 0028-I to increase the budgeted amount to food services by \$10,000.0 b) Bank Search Update: The Committee shared that we are still looking for a new bank. Nusenda does not provide an adequate platform for business accounts. We are now looking at US Bank. Michael Matsko made a motion to approve the budget report with Phil Krehbiel making the second, approved 7-0. 		Rhonda Cordova
7. Executive Director's Report		Doreen Winn
<ul style="list-style-type: none"> a) Facility Update: Due to the results from the Bond Election, our plans are literally in the drawer. The architectural plans will be completed but will then be placed in a drawer until the next Bond Election in November 2019. 		

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<ul style="list-style-type: none"> • Written Report: Prospective students who participated in our recent lottery came from 100 different schools. We had 100% attendance on our first day of SBA Science Testing! The Capital Outlay of \$80,000.00 was approved by the State Legislature for our use to purchase a Suburban-type vehicle and utility to transport musical instruments and theatre equipment to our performance venues. Our Seniors have a 100% graduation rate! The graduation rate of the cohort is 96.8%. Our projected student population for the 2019/20SY is 450. We accepted 88 new students through the lottery and we have almost 300 on our waiting list. The budget for next school year is due April 24, 2019. 	Doreen Winn
<p>8. Organizational Business</p> <p>a) Appoint a Nominating Committee for GC Membership: Michael Matsko will not be returning to the GC for the 2019/20 SY. This leaves us with one opening. Tamara Lopez will chair the Nominating Committee. A public notice will be sent out asking for parents and community members to serve on this committee and to also think about serving on the GC.</p> <p>b) Legislative Updates: The governor has until April 5 to sign or veto all bills. If HB 5 or SB 1 are signed, we may need to update our policies.</p> <p>c) Committee Updates: Policy Committee Report—An amendment was made to C.16 Policy and Procedures for Calculating Licensed Employee Training and Experience to include an appeals process. Phil Krehbiel made a motion for this amended policy to go out for public comment with Mark Huntzinger making the second. The motion carried 7-0. Long Range Planning Report—Our architectural plans for our new facility will be placed in the drawer upon their completion. We do not have the money to finish Phase I. We will be completing the Fast Track process to complete our Charter Renewal. Part of our new 5 Year Plan will be to incorporate a 5th grade Academy. These 2 classes of 25 students each will be self-contained and will focus on serving as a transition year into the 6-12th grade PAPA. The 5th Grade Academy will not begin until our new facility is complete. A motion to approve the Charter Renewal as presented by the Long Range Planning Committee was made by Elizabeth Roybal and seconded by Jennifer Lopez and approved 7-0.</p> <p>d) Training Hours Update: Michael Keith and Mark Matsko need 8 hours. Manle Anderson and Phil Krehbiel need 3 hours which can be acquired from the Onboarding course. Jennifer Lopez will conduct the Onboarding Class for Mr. Anderson and Mr. Krehbiel during May.</p> <p>e) Signatures: The President’s signature was needed for Doreen Winn’s leave form and checks.</p>	<p>Doreen Winn</p> <p>Mark Huntzinger</p> <p>Doreen Winn Elizabeth Roybal</p> <p>Elizabeth Roybal</p> <p>Doreen Winn Elizabeth Roybal</p>

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9. President’s Report: None	Elizabeth Roybal
10. Other Announcements/Discussion: None	All
<p>11. Executive Session for Limited Personnel Issues The motion to go into Executive Session in accordance with NMSA 10-15-H(2) was made by Jennifer Lopez and seconded by Mark Huntzinger. A roll call vote was taken with all members voting to go into Executive Session. A motion to reopen the meeting in accordance with NMSA 10-15-H(2) was made by Jennifer Lopez and seconded by Mark Huntzinger, with all members approving via a roll call vote.</p> <p>12. Actions resulting from the Executive Session Mark Huntzinger made a motion to form a search committee to find a new Executive Director with Jennifer Lopez making the second. The motion was approved 7-0. A Special Meeting will be held on April 23, 2019 to discuss budget and any other items that need to be addressed.</p> <p>13. Adjourn at 5:56. Our next scheduled meeting is a Special Meeting on April 23, 2019 at 4:15. Our regularly scheduled meeting will be held on April 30, 2019 at 4:15.</p>	<i>Elizabeth Roybal</i>
Status	Action Item
	Resource
	Due Date