

Public Academy for Performing Arts

Governing Council

Meeting Agenda

Tuesday, February 25, 2020, 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. Elizabeth Roybal, President | 8. Mance Anderson, GC Member At Large |
| 2. Mark Huntzinger, GC Vice President | 9. Virginia Wilmerding, Staff Representative |
| 3. Jennifer Lopez, GC Secretary | 10. Carol Torrez, Staff Representative |
| 4. Barbara CampBell, GC Member | 11. Melanie Chavez, Executive Director |
| 5. Alexis Corbin, GC Member | 12. Rhonda Cordova, Business Manager |
| 6. Phil Krehbiel, GC Member | |
| 7. Lisa Miller, GC Member | |

Scheduled Guests:

Scheduled Absence:

- | | |
|--|-----------|
| 1. Call to Order, Roll Call (Quorum 4/7 voting members).....Chair..... | 4:15 p.m. |
| 2. Welcome and Introductions.....Chair..... | 4:16 p.m. |
| 3. Approval of Agenda ACTION ITEMAll..... | 4:18p.m. |
| 4. Approval of Previous Meeting Minutes ACTION ITEMAll..... | 4:20 p.m. |
| 5. Open Forum for Public Comment (Form Required).....Chair..... | 4:21 p.m. |
| 6. Budget & Finance Committee Report ACTION ITEMPhil Krehbiel and Rhonda Cordova..... | 4:23 p.m. |
| a. BARS/Permanent Transfer ACTION ITEM | |
| 7. Executive Director's Report.....Melanie Chavez..... | 4:27 p.m. |
| a. Written Report | |
| 8. Organizational Business.....Chair..... | 4:35 p.m. |
| a. Membership Terms | |
| 9. President's Report.....Elizabeth Roybal..... | 4:37 p.m. |
| 10. Other Announcements/Discussion.....All..... | 4:42 p.m. |
| 11. Executive Session.....Chair..... | 4:43 p.m. |
| a. Executive Director Goals | |
| b. Limited Personnel Issues | |
| 12. Adjourn.....Chair | |

-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 – Phil Krehbiel (Chair), Jennifer Lopez, Melanie Chavez, Rhonda Cordova, Ruby Arispe, Barbara CampBell
Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Chavez, Barbara CampBell –7:30a.m.monthly, day of Council Meeting.
Long-Range Planning – Jennifer Lopez (Chair), Melanie Chavez, Naomi Montoya, Lisa Miller, Mance Anderson
Performing Arts Committee – Elizabeth Roybal (Chair), Mance Anderson, Melanie Chavez, Naomi Montoya, Alexis Corbin
Policy Review Committee – Mark Huntzinger (Chair), Melanie Chavez, Jennifer Lopez, Virginia Wilmerding, Lisa Miller

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes January 28, 2020

Date: 01/28/2020	Location: PAPA Room 2
Governing Council Meeting	
Time: 4:15 to 6:52	Facilitator: Elizabeth Roybal
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member) Jennifer Lopez (voting member), Phil Krehbiel (voting member), Lisa Miller (voting member), Barbara CampBell (voting member), Melanie Chavez (Executive Director,) Rhonda Cordova (business manager), Carol Torrez (staff representative), Virginia Wilmerding (staff representative)	
Not in Attendance: Alexis Corbin (voting member), Mance Anderson (member-at-large)	
Guests in Attendance: Monica Westerfield, Juliette Beck, Morgan Arthur, Anthony Nguyen, Walker Dodson-Sands	
Discussion	Resource
1. Call to Order at 4:16 pm/ Roll Call, 6 voting members present	Elizabeth Roybal
2. Welcome and Introductions of all present.	Elizabeth Roybal
3. Approval of Agenda <ul style="list-style-type: none"> Motion to approve the agenda was made by Lisa Miller and seconded by Barbara CampBell and approved 6-0. 	Elizabeth Roybal
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> Motion to approve the agenda was made by Mark Huntzinger and seconded by Lisa Miller and approved 6-0. 	Elizabeth Roybal
5. Public Comment – Anthony Nguyen and Walker Dodson-Sands, 2 film students, attended the GC meeting to invite us to the premiere of the film, Turning, which was created by PAPA Film students. It will be screened at the Guild Cinema March 19, 2020. Juliette Beck, PAPA Visual Arts' teacher, and her student, Morgan Arthur, invited us to attend a variety of upcoming arts openings and awards shows to include the Scholastic Gold Key Award for Painting February 19-27 at Warehouse 508.	Elizabeth Roybal
6. Budget and Finance Committee Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of January 28. The committee reviewed the statement of revenue and expenses, cash receipts, bank register, and journal entries. All was found to be satisfactory. We have not yet received our final allocation from PED for the extra 25 students enrolled. We budgeted for 425, but 450 students are enrolled. The newly purchased Suburbans are insured, but we are unable to use them. PED has not paid CES, thus the dealership has yet to be paid. Therefore, Tillery Chevrolet has not released the license plates to us. Even though we sent them a Purchase Requisition in December, The Department of Finance has requested another one from Rhonda, thus we anticipate that Tillery will be paid very shortly. APS has still not released our HB33 monies. They asked for more information, even though we had already sent that exact information. Our lawyer advised we not address our concerns regarding these funds to the APS Superintendent. But rather, she believes we should query other charter schools to see if they are having similar issues obtaining funds due them. If they are, we will address these	Phil Krehbiel, Rhonda Cordova, Barbara CampBell

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes January 28, 2020

<p>issues to the Superintendent as a group. Barbara CampBell stated that APS cannot withhold these funds from us as they were allocated by statute. Barbara CampBell made a motion to approve the Budget and Finance Report with Phil Krehbiel making the second. The motion carried 6-0.</p> <ul style="list-style-type: none"> a. BARS/Permanent Transfer: no BARS at this time b. New Bank Update: We have one check for \$300.00 left outstanding in the old Wells Fargo account. We will call and cancel the check and ask the intended recipient if they wish us to remit another check to them from the new account. c. Audit Findings: We had one finding which pertained to internal control over financial reporting. To prevent this happening in the future, a member of the Financial Committee will review audit reports before they are submitted. 	<p>Rhonda Cordova</p>
<p>7. Executive Director's Report</p> <ul style="list-style-type: none"> a) Written Report: Carol Torrez is scheduled to drive a Suburban to Colorado and present at a conference later this week. Since they are not yet tagged, she cannot drive one. Therefore, she must take a rental car, which will increase her previously approved expenses by \$1,122.40. Barbara CampBell made a motion that we approve this increased expense for Carol Torrez's out-of-state travel. Mark Huntzinger seconded the motion and it carried 6-0. We are considering holding a Summer Math Boot Camp for incoming 6th graders and for Algebra 1 students. It will run for 8-10 days and cost each student \$125-\$150 for the entire Camp. We may also run a Summer School session for high schoolers in need of credit recovery. It will be in conjunction with BYU and cost \$125-\$150 per credit. We may also offer an online option for 6th and 7th graders who are struggling in math. BYU has a midschool remediation program which we will utilize. All fees will be determined using a sliding scale. A PAPA Equity Council will be formed as mandated by the Yazzie lawsuit. Forty-one percent of the students qualified for the Honor Roll. It seems as if we have had more discipline issues than usual. However, the typical school will have 5% of their students facing discipline, while we only had .8% of our students requiring intervention for a major discipline referral. That was 4 students receiving 3-5 referrals each. We had 54 total major discipline referrals during 1st semester with 32% of those involving drugs (vaping). Our staff has analyzed the problem areas and times and have instituted possible solutions. b) 2020-21 School Calendar: Our proposed calendar was sent out for public comment. We received little input. The calendar includes the same amount of instructional days as this school year. We will still have 11 inservice days, with one of them being in the Spring. Phil Krehbiel made a motion to approve the 2020/21 PAPA school calendar. Mark Huntzinger made the second and the motion carried 6-0. c) Charter Renewal and Framework Goals Draft: We participated in a negotiation meeting with APS and Dr. Escobedo in which we formulated our goals. They will focus on Performing Arts. We are still working on the draft of these goals and they will be brought to the GC at the February meeting for 	<p>Melanie Chavez</p>

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes January 28, 2020

approval.		
d) The Music In Us (2/7), Senior Showcase (2/21), Spring Dance (3/5-7): Many student performances are occurring this Spring. Try to attend as many as possible in order to be visible and to see the end result of what we are governing.		
8. Organizational Business The Performance Arts Committee met last month and discussed the need for teachers to integrate the arts into the core academic classes. Also, the PA committee would like to see the Film Department do one opening a year so that the student accomplishments can be viewed. And they would like to see the Visual Arts department have a formal gallery style opening once a year versus placing student work in the hallways. Is it possible to have guest clinicians in the instrumental music classes? Carol Torrez replied that guest clinicians do teach PAPA students, but it is often at off campus venues such as Hummingbird Music Camp. Our next Performing Arts Committee will be in March. The Long-Range Planning Committee has been meeting in conjunction with the Foundation and will meet again January 30.		Elizabeth Roybal
9. President's Report: see above		Elizabeth Roybal
10. Other Announcements/Discussion: None.		Elizabeth Roybal
11. Executive Session for Executive Director's Evaluation: Jennifer Lopez made the motion to close the meeting and go into Executive Session at 5:40 pursuant to NMSA 10-15-H(2) with Phil Krehbiel making the second. A roll call vote was taken and passed 6-0. Limited personnel matters was the only topic discussed. At 6:48 Mark Huntzinger made a motion to take us out of Executive Session with Lisa Miller making the second. The motion passed 6-0 via a roll call vote.		Elizabeth Roybal
12. Action Resulting from Executive Session: No action was taken during the Executive Session.		Elizabeth Roybal
13. Adjourn: We adjourned at 6:52. The next meeting will be on February 25, 2020, at 4:15.		Elizabeth Roybal
Status		Action Item
	Resource	Due Date

14

Budget Report as of February 24, 2020

OPERATIONAL

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>	<u>% to Budget</u>
\$3,230,214.75	(\$1,931,971.21)	(\$1,316,088.79)	(\$17,845.25)	7%
			\$247,787.00 <i>BAR 0025-I</i>	
			\$5,496.00 <i>BAR 0019-I</i>	
			<hr/> \$235,437.75	

INSTRUCTIONAL MATERIALS

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$12,550.47	(\$8,712.47)	(\$1,217.47)	\$2,620.53

Food Services

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$146,916.00	(\$76,237.72)	(\$64,652.97)	\$6,025.31

Activities

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$155,033.77	(\$59,035.00)	(\$50,267.00)	\$45,731.77
			\$16,861.00 <i>BAR 0021-I</i>
			<hr/> \$62,592.77

IDEA B

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$95,973.00	(\$59,729.36)	(\$36,115.43)	\$128.21

Teacher/Principal Training

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$25,774.00	(\$15,235.57)	(\$3,915.54)	\$6,622.89

Medicaid

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$29,186.74	(\$1,285.06)	(\$809.06)	\$27,092.62

CNM

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$2,767.13	(\$2,000.00)	(\$2,000.00)	(\$1,232.87)
			<u>\$2,000.00</u> <i>BAR 0020-I</i>
			\$767.13

Dual Credit

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$11,084.00	(\$3,628.45)	(\$4,115.30)	\$3,340.25

GO Bond Library Funds

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$5,026.00	\$0.00	\$0.00	\$5,026.00

IM Bond

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$25,994.50	(\$6,719.01)	(\$2,789.18)	\$16,486.31

Youth Chat Grant

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$5,419.91	(\$1,984.44)	(\$375.00)	\$3,060.47

Lease Assistance

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$317,972.00	(\$211,981.36)	(\$105,990.68)	(\$0.04)

HB33

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$374,088.97	(\$181,401.04)	(\$214,804.73)	(\$22,116.80)

SB9 State Match

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$6,767.00	\$0.00	\$0.00	\$6,767.00
			<u>\$10,758.00</u> <i>BAR 0027-I</i>
			\$17,525.00

SB9 Tax Allocation

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$122,424.45	(\$62,927.17)	(\$13,999.29)	\$45,497.99
			<u>\$144,083.00</u> <i>BAR 0028-I</i>
			\$189,580.99

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: 001-047-1920-0024-IB
Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2019-2020

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: 07/01/2019	To: 06/30/2020
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Revenue 24189.0000.41924 \$790

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24189 Student Supp Academic Achievme nt Title IV	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$790	\$790	
					Sub Total	\$790		
					Indirect Cost			
					DOC. TOTAL	\$790		

Justification:

FY2020 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

<u>Name</u>	<u>Role</u>	<u>Date</u>
Rhonda Cordova	Business Manager	2/24/2020 10:04:04 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: 001-047-1920-0025-I
Fund Type: General Fund / Capital
Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2019-2020

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 2019 12:00AM	To: Jun 30 2020 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.43101 \$247,787

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	1412 Teachers-Special Education	\$241,141	\$50,000	\$291,141	
11000 Operational	1000 Instruction	51100 Salaries Expense	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12	\$1,373,850	\$41,787	\$1,415,637	
11000 Operational	2200 Support Services-Instruction	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$500	\$500	
11000 Operational	2300 Support Services-General Administration	55400 Advertising	0000 No Program	0000 No Job Class	\$1,000	\$200	\$1,200	
11000 Operational	2400 Support Services-School Administration	51100 Salaries Expense	0000 No Program	1217 Secretarial/Clerical/Technical Assistants	\$98,751	\$3,000	\$101,751	
11000 Operational	2400 Support Services-School Administration	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$23,456	\$5,000	\$28,456	
11000 Operational	2400 Support Services-School Administration	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$3,375	\$1,000	\$4,375	
11000 Operational	2400 Support Services-School Administration	52210 FICA Payments	0000 No Program	0000 No Job Class	\$10,125	\$1,000	\$11,125	
11000 Operational	2400 Support Services-School Administration	55813 Employee Travel - Non-Teachers	0000 No Program	0000 No Job Class		\$100	\$100	
11000 Operational	2400 Support Services-School Administration	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$1,207	\$4,000	\$5,207	
11000 Operational	2400 Support Services-School Administration	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$12,000	\$2,500	\$14,500	
11000 Operational	2500 Central Services	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$11,750	\$5,000	\$16,750	
11000 Operational	2500 Central Services	56113 Software	0000 No Program	0000 No Job Class	\$10,500	\$2,000	\$12,500	
11000 Operational	2600 Operation & Maintenance of Plant	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class		\$4,500	\$4,500	
11000 Operational	2600 Operation & Maintenance of Plant	52500 Unemployment Compensation	0000 No Program	0000 No Job Class	\$150	\$200	\$350	
11000 Operational	2600 Operation & Maintenance of Plant	54411 Electricity	0000 No Program	0000 No Job Class		\$40,000	\$40,000	
11000 Operational	2600 Operation & Maintenance of Plant	54412 Natural Gas (Buildings)	0000 No Program	0000 No Job Class		\$10,000	\$10,000	

11000 Operational	2600 Operation & Maintenance of Plant	54415 Water/Sewage	0000 No Program	0000 No Job Class		\$45,000	\$45,000	
11000 Operational	2600 Operation & Maintenance of Plant	55200 Property/Liability Insurance	0000 No Program	0000 No Job Class	\$54,172	\$5,000	\$59,172	
11000 Operational	2600 Operation & Maintenance of Plant	55915 Other Contract Services	0000 No Program	0000 No Job Class		\$20,000	\$20,000	
11000 Operational	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$5,248	\$5,000	\$10,248	
11000 Operational	2600 Operation & Maintenance of Plant	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$2,000	\$2,000	
Sub Total						\$247,787		
Indirect Cost								
DOC. TOTAL						\$247,787		

Justification:

Final Allocation for FY2020

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

2/24/2020 10:30:38 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: 001-047-1920-0027-IB
Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2019-2020

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: 07/01/2019

To: 06/30/2020

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 31703.0000.43202 \$10,758

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31703 SB-9 State Match Cash	4000 Capital Outlay	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$10,758	\$10,758	
					Sub Total	\$10,758		
					Indirect Cost			
					DOC. TOTAL	\$10,758		

Justification:

Award Letter FY2020

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

<u>Name</u>	<u>Role</u>	<u>Date</u>
Rhonda Cordova	Business Manager	2/24/2020 10:39:36 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: 001-047-1920-0028-I

Fund Type: Flowthrough

Adjustment Type: Increase

Fiscal Year: 2019-2020

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: 07/01/2019	To: 06/30/2020
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 31701.0000.41110 \$144,083

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31701 Capital Improvem ents SB-9 Local	2900 Other Support Services	55913 Contracts – Inter-agency/REC	0000 No Program	0000 No Job Class		\$50,000	\$50,000	
31701 Capital Improvem ents SB-9 Local	4000 Capital Outlay	54315 Maintenance & Repair - Bldgs/Grnds/Equipm ent (SB-9)	0000 No Program	0000 No Job Class		\$40,000	\$40,000	
31701 Capital Improvem ents SB-9 Local	4000 Capital Outlay	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class	\$122,424	\$54,083	\$176,507	
					Sub Total	\$144,083		
					Indirect Cost			
					DOC. TOTAL	\$144,083		

Justification:

FY2020 Allocation

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

<u>Name</u>	<u>Role</u>	<u>Date</u>
Rhonda Cordova	Business Manager	2/24/2020 11:07:03 PM

12

**Executive Director's Report
February 25, 2020**

GENERAL

- Foundation and Long Term Planning meeting, adjust by-laws and set goals
- ACT Registration for all juniors
- NMSU campus visit
- Senior Meeting
- Legislature trip with 9 students
- Progress reports and subsequent meetings with students and parents
- Spirit Week, Valentine's Day fundraisers
- 120th day – 444 students – budgeted for 425
- Junior class meetings
- US History field trip to Lanboston Hughes Project: Ask Your Mama: 12 Moods for Jazz
- VIBE field trip
- Medications moved to front office, allows SW more time to work with students
- Prospective Student Open House
- Lottery closes 2/27
- Staff intent to return forms collected

PD

- ELA team attends KAGAN Cooperative Learning conference in Las Vegas
- Two math teachers attended co-teaching conference (spec ed and reg ed math) – Approach to Support
- BYU Summer Credit Recovery/platform training
- Courage to Risk Conference
- 2nd semester walk-throughs, observations
- Special Ed Director training
- Attendance Summit – Assistant Director
- Differentiation Conference in Colorado Springs – teacher led workshop
- Clinical Concerns in Working with Sexual and Gender Minorities
- Peer-to-Peer Engage Violence Prevention planning meeting w/Assist Director and a PAPA student
- Colt Bolak show (my50TV) – seniors on show, students in audience

ARTS

- Spotlight in Café monthly
- Daily and Weekly Panda videos
- HS Theatre Performance – *Too Much Light Makes the Baby Go Blind*
- Phlex, dancer, guest artist
- Jermy Edmondson -- college dance programs master class in Hop Hop
- FIRST ANNUAL *The MUSIC IN US* COMBINED MUSIC PROGRAM, post-production meeting
- NM Scholastic Art Awards, Warehouse 508
- Art by all of PAPA's Advanced and Intermediate HS artists on display National Hispanic Cultural Center, awards ceremony following week - 1st Annual NHCC History Festival awards ceremony
- Senior Showcase
- Flamenco performance Volcano Vista HS
- Flamenco guest artist, Grish Goryachev, worked with guitar students
- AMDA workshop
- Game Night – dance fundraiser
- Hummingbird Music Camp
- Contemporary students to *Cunningham*
- NM Art Education Association, Youth Art Month – 2 winners
- January Future Voices of NM – 3 winners (2 film and 1 photography)

CLUBS

- PTSO Panda Express Fundraiser
- GSA meeting
- NHS Induction Ceremony
- NJHS Induction Ceremony
- Poetry Outloud winner
- "I am Me", GSA and YouthCHAT Kahoot
- YouthCHAT, suicide prevention retreat (9 students)

PAPA Growth Data August to December 2019
Percent of Standards Correct

Student in all PAPA subject areas take teacher-created assessments to determine student growth toward standards throughout the year. Tests were created based on PED-created End of Course (EOC) Exam Blueprints, which are based on NM and Common Core Standards. Students are tested three times in non-ELA/Math courses and four times in ELA and Math. Growth goals are based on 2017 – 2019 90-Day Plan goals.

PED removed EOC requirements for all courses, and beginning in 2021, EOCs will only be available in HS core courses for which a pass score on an EOC may be used to demonstrate competency for graduation. Assessment scores were removed from teacher evaluations this year. In addition, PED-mandated assessments are now different -- there is no PARCC or NM SBA Science. Instead, the SAT/PSAT and NM MSSA tests ELA and Math, and the NM ASR tests Science. While ELA and Math still assesses Common Core, the assessment blueprints have changed, which may require changes to the quarterly assessments in 2020-21. Student/course scores will be compared to quarterly assessment scores to determine predictability and the need for adaptation.

PERFORMING ARTS SUBJECT	Pre-test (baseline) % Correct	Q1 (Dec.) % Correct	Q4 (May) % Correct	YTD (Pre-test to EOC/May test) Change in % Correct	Met/Did Not Meet Goal (3% growth at semester, 6% at end of year)
ART	62	77		15	Met
ACTING	80	85		5	Met
MS FILM	55	73		18	Met
DANCE	71	76		4	Met
MUSIC	66	76		10	Met

All students in all performing arts courses showed growth. Dance and music will begin creating a performance-based component in 2020-21 to more accurately reflect growth toward standards.

CORE SUBJECT	Pre-test (baseline) % Correct	Q2 (Dec.) % Correct	Q3 (March) % Correct	Q4 (May) EOC/ 2019 SBA	YTD (pre-test to Dec test) Change in % Correct	Met/Did Not Meet Goal (minimum 3% growth each semester, 6% at end of year)
ELA 6	47	31			-16	Not met
ELA 7	61	67			6	Met
ELA 8	68	60			-8	Not met
ELA 9	47	48			-1	Not met
ELA 10	75	76			-1	Not met
ELA 11	56	57			-1	Not met
ELA 12	58	78			20	Met
SPEC ED ELA HS	12	55			43	Met
MATH 6	32	52			20	Met
MATH 7	7	33			26	Met

CORE SUBJECT	Pre-test (baseline) % Correct	Q2 (Dec.) % Correct	Q3 (March) % Correct	Q4 (May) EOC/ 2019 SBA	YTD (pre-test to Dec test) Change in % Correct	Met/Did Not Meet Goal (minimum 3% growth each semester, 6% at end of year)
MATH 8	27	35			8	Met
SPEC ED MS MATH	11	30			19	Met
ALGEBRA 1	38	60			22	Met
GEOMETRY	37	41			4	Met
ALGEBRA 2	19	26			7	Met
SCIENCE 6	34	39			5	Met
SCIENCE 7	46	62			16	Met
SCIENCE 8	55	71			16	Met
BIOLOGY	45	50			5	Met
CHEMISTRY	27	47			20	Met
PHYSICS	34	35			1	No Met
ENVIRON SCI	44	60			16	Met

Overall, students showed greater than expected growth in Math and Science. ELA scores are not valid as the ELA department adopted Common Lit in late October. Common Lit is an ELA program that contains a growth-model assessment. Growth comparisons will be available in March and May.

CORE SUBJECT	Pre-test (baseline) % Correct	Q1(Dec.) % Correct	Q4 (May) EOC	YTD (Pre-test to EOC) Change in % Correct	Met/Did Not Meet Goal (minimum 3% growth each semester, 6% at end of year)
NM HISTORY	65	79		14	Met
WORLD HISTORY	41	54		13	Met
US HISTORY	30	46		16	Met
GOVERNMENT	48	68		20	Met
SPANISH I	53	66		13	Met

Middle School Social Studies and High School Spanish assessments were deleted when the teachers who created the assessments' .net accounts were deleted. The Social Studies team will work during the summer to create a growth-model assessment.

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2019-20 PAPA GOVERNING COUNCIL

COUNCIL MEMBERS

President - Elizabeth Roybal, Realtor, Armstrong Properties, 505-249-4296 lroybal@paparts.org PARENT

Vice President - Mark Huntzinger, Engineer, Bohannon Houston, 505-453-7075 mhuntzinger@paparts.org PARENT

Secretary - Jennifer Lopez, Retired Educator, 505-269-7753 jlopez@paparts.org COMMUNITY

Member - Lisa Miller, Teacher, 505-550-8811 lmiller@paparts.org PARENT

Member - Phil Krehbiel, Retired Attorney, 505-401-3860 pkrehbiel@paparts.org COMMUNITY

Member - Alexis Corbin, Dir. of Ed and Outreach, NM Phil, 505-385-7989 acorbin@paparts.org COMMUNITY

Member - Barbara CampBell, Accountant, Fidel, Perner & Michnovicz LLC, bcampbell@paparts.org PARENT

Member at Large - Mance Anderson, Production Manager, 505-463-5923 manderson@paparts.org COMMUNITY

FACULTY ADVISORY (NON VOTING MEMBERS - MAY CHANGE EACH YEAR)

Carol Torrez

Virginia Wilmerding

STUDENT ADVISORS (NON VOTING MS/HS STUDENT COUNCIL PRESIDENTS)

Araceli Lopez, HS Student Council President Jacqueline Padilla, National Honor Society President

Alejandro Trujillo, MS Student Council President Anaya Gonzalez/Jessica Howard NJHS Co-Presidents

COUNCIL MEMBERSHIP TERMS

#	POSITION	LENGTH OF TERM	2019-20 YEAR IN CYCLE	2020/21 YEAR IN CYCLE	2021/22 YEAR IN CYCLE	2022/23 YEAR IN CYCLE
1	Jennifer Lopez Community	3-year	3 Term Ends	1	2	3 Term Ends
2	Barbara CampBell	3-year	1	2	3 Term Ends	1
3	Lisa Miller Parent	3-year	2	3 Term Ends	1	2
4	Mark Huntzinger Parent	3-year	2	3 Term Ends	1	2
5	Alexis Corbin Community	3-year	1	2	3 Term Ends	1
6	Phil Krehbiel Community	3-year	3 Term Ends	1	2	3 Term Ends
7	Elizabeth Roybal Parent	3-year	2	3 Term Ends	1	2
	Mance Anderson Community (member at large)	3-year	1	2	3 Term Ends	1

GOVERNING COUNCIL COMMITTEES 2018-19

Audit Committee - Phil Krehbiel (Chair), Jennifer Lopez, Melanie Chavez, Rhonda Cordova, Ruby Arispe, Barbara Campbell

Finance Committee - Phil Krehbiel (Chair), Rhonda Cordova, Barbara Campbell, Melanie Chavez - 7:30 a.m. monthly, day of Council Meeting

Long-Range Planning - Jennifer Lopez (Chair), Melanie Chavez, Naomi Montoya, Lisa Miller, Mance Anderson

Performing Arts Committee - Elizabeth Roybal (Chair), Mance Anderson, Melanie Chavez, Naomi Montoya, Alexis Corbin

Policy Review Committee - Mark Huntzinger (Chair), Melanie Chavez, Jennifer Lopez, Virginia Wilmerding

GOVERNING COUNCIL MEETING DATES 2019-20

Meetings take place at PAPA at 4:15 p.m. in Room 2

Meeting Dates: 8/27, 9/24, 10/29, 11/26, 12/17 (to avoid holiday), 1/28, 2/25, 3/24 (to avoid holiday), 4/28, 5/26, 6/30

SCHOOL CONTACTS

Front Office - 505-830-3128, Melanie Chavez Cell - 505-550-1911, Tamara Lopez Cell - 505-507-1260



EXECUTIVE DIRECTOR GOALS

Remainder of Academic Year 2019-20 and 2020-21

- Develop and maintain relationships with APS district, city and state representatives.
- Increase understanding of the budget process and budget details and procedures.
- Increase PAPA's presence and visibility as a high performing, quality charter.
- Increase arts integration and collaborative events while improving the quality of all PAPA events.
- Establish baseline data for new state-mandated assessment and use data to improve instruction.