

# Public Academy for Performing Arts

## Draft Governing Council Meeting Minutes January 28, 2020

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<b>Date:</b> 01/28/2020	<b>Location:</b> PAPA Room 2	
Governing Council Meeting		
<b>Time:</b> 4:15 to 6:52	<b>Facilitator:</b> Elizabeth Roybal	
<b>Invitees in Attendance:</b> 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)		
<b>Not in Attendance:</b> Alexis Corbin (voting member), Mance Anderson (member-at-large)		
<b>Guests in Attendance:</b> Monica Westerfield, Juliette Beck, Morgan Arthur, Anthony Nguyen, Walker Dodson-Sands		
<b>Discussion</b>	<b>Resource</b>	
1. <b>Call to Order</b> at 4:16 pm/ Roll Call, 6 voting members present	Elizabeth Roybal	
2. <b>Welcome and Introductions</b> of all present.	Elizabeth Roybal	
<b>3. Approval of Agenda</b> <ul style="list-style-type: none"> <li>Motion to approve the agenda was made by Lisa Miller and seconded by Barbara CampBell and approved 6-0.</li> </ul>	Elizabeth Roybal	
<b>4. Approval of Prior Meeting Minutes</b> <ul style="list-style-type: none"> <li>Motion to approve the agenda was made by Mark Huntzinger and seconded by Lisa Miller and approved 6-0.</li> </ul>	Elizabeth Roybal	
<b>5. Public Comment</b> – Anthony Nguyen and Walker Dodsens-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	
<b>6. Budget and Finance Committee Report:</b> 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	

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<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"> <li>a. <b>BARS/Permanent Transfer:</b> no BARS at this time</li> <li>b. <b>New Bank Update:</b> 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.</li> <li>c. <b>Audit Findings:</b> 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.</li> </ul>	<p>Rhonda Cordova</p>
<p><b>7. Executive Director's Report</b></p> <ul style="list-style-type: none"> <li>a) <b>Written Report:</b> 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 6<sup>th</sup> 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 6<sup>th</sup> and 7<sup>th</sup> 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 1<sup>st</sup> semester with 32% of those involving drugs (vaping). Our staff has analyzed the problem areas and times and have instituted possible solutions.</li> <li>b) <b>2020-21 School Calendar:</b> 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.</li> <li>c) <b>Charter Renewal and Framework Goals Draft:</b> 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</li> </ul>	<p>Melanie Chavez</p>

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<p>of these goals and they will be brought to the GC at the February meeting for approval.</p> <p>d) <b>The Music In Us (2/7), Senior Showcase (2/21), Spring Dance (3/5-7):</b> 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.</p>					
<p><b>8. Organizational Business</b>  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.</p>	Elizabeth Roybal				
<p><b>9. President’s Report:</b> see above</p>	Elizabeth Roybal				
<p><b>10. Other Announcements/Discussion:</b> None.</p>	Elizabeth Roybal				
<p><b>11. Executive Session for Executive Director’s Evaluation:</b> 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.</p>	Elizabeth Roybal				
<p><b>12. Action Resulting from Executive Session:</b> No action was taken during the Executive Session.</p>	Elizabeth Roybal				
<p><b>13. Adjourn:</b> We adjourned at 6:52. The next meeting will be on February 25, 2020, at 4:15.</p>	Elizabeth Roybal				
<p><b>Status</b></p>	<b>Action Item</b>				
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