

Public Academy for Performing Arts

Governing Council Meeting Minutes June 30, 2020

Date: 06/30/2020	Location: PAPA Campus Rm 2 and Zoom	
Governing Council Meeting		
Time: 4:21 to 5:35	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), Alexis Corbin (voting member) via Zoom, Barbara CampBell (voting member) via Zoom, Melanie Chavez (Executive Director,) Rhonda Cordova (business manager), Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative) via Zoom		
Not in Attendance: Mandle Anderson (member-at-large),		
Guests in Attendance:		
Discussion	Resource	
1. Call to Order at 4:21 pm/ Roll Call, 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 Mark Huntzinger and 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 prior meeting minutes was made by Barbara CampBell, seconded by Mark Huntzinger, and approved 7-0. 	Elizabeth Roybal	
5. Public Comment - none	Elizabeth Roybal	
6. Budget and Finance Committee Report: <ul style="list-style-type: none"> a. Updates from Special Session: The legislature states that the previously mandated 4% raises for teachers will be decreased to 1%. This gave us a surplus, but the NMPED also cut our previously approved budget by 1%. b. June Financial Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of June 30, 2020 via Zoom. The committee reviewed the bank register, journal entries, expenditure report, bank reconciliation, and the overall budget in comparison to our current spending. We currently have a surplus and accounts will be adjusted. Our carryover account has \$161,000.00 in it. The Food Services account has \$40,877.00 carryover. Our Medicaid funds will be used to purchase thermometers, cleaning supplies, and to provide training on COVID protocols. Phil Krehbiel made a motion to accept the financial report. Mark Huntzinger made the second and the motion carried 7-0. c. BARS/Permanent Transfer: None d. Final Budget ACTION ITEM: not needed e. Audit: The Finance Committee attended a pre-audit meeting with APS. Our audit begins the week of August 10, 2020. It will not be as extensive as previous audits, but rather focus on repeat audit findings. We will be charged \$12,000.00 for the audit of the school and \$2400.00 for the audit of the Foundation. 	Phil Krehbiel, Rhonda Cordova, Barbara CampBell	
	Rhonda Cordova	

Public Academy for Performing Arts Governing Council Meeting Minutes June 30, 2020

<p>7. Executive Director's Report</p> <p>a) Written Report: We had 13 students attend the first semester of our summer school and 8 attend the second semester. It was not quite as many students as we expected, but in light of COVID 19, it was adequate. Our charter renewal was finalized and we are now authorized until 2025.</p> <p>b) 2020-21 Planning, PED Re-Entry Plan: All staff must take the COVID 19 test before school year begins. Three teams will be formed to create plans of action and implementation of staff training, curricular adjustments, and insuring implementation of special education accommodations and modifications. Team A will create virtual training modules for staff and parents regarding COVID 109 protocols and accessing technology. Team B will work to insure consistency of curriculum through grade levels in content area. Team C will assist on implementing special education mandates within all instructional delivery methods. Temperatures of all students and staff will be taken upon their arrival every day. Desks in every class will be cleaned after every class. All bathrooms will be cleaned 3 times each day. Aerosol and electrostatic cleaning will also take place. Professional development will occur to assist teachers in merging the face-to-face and virtual instruction. Students who are not able to physically attend at all will be offered full time online instruction via BYU. They must commit to engaging in this option for a complete semester. Administration is working with the dance department to find adequate dance instructional space for students. Due to social distancing requirements, even half of a regular class is not allowed to be in the dance space at one time.</p> <p>c) Employee Handbook, COVID supplement, Parent/Student Handbook Supplement: This is unable to be completed at this time, as we are waiting on further guidance from NMPED.</p>	<p>Melanie Chavez</p>	
<p>8. Organizational Business</p> <p>Jennifer Lopez's term ends this month and the nominating committee is still searching for a replacement. Lisa Miller has been appointed to serve as Secretary of the GC for next month's meeting as Jennifer Lopez departs. The GC has internal election for officers at the July meeting during which time the positions will be set for the next year. All future meetings will be held via Zoom until further notice.</p>	<p>Elizabeth Roybal</p>	
<p>9. President's Report: none</p>	<p>Elizabeth Roybal</p>	
<p>10. Other Announcements/Discussion: None.</p>	<p>Elizabeth Roybal</p>	
<p>11. Executive Session for Executive Director's Evaluation: not needed</p>	<p>Elizabeth Roybal</p>	
<p>12. Adjourn: We adjourned at 5:35. The next meeting will be on July 28, 2020, at 4:15.</p>		
<p>Status</p>		<p>Action Item</p>
	<p>Resource</p>	<p>Due Date</p>