

Public Academy for Performing Arts

Governing Council

Meeting Agenda

Tuesday, July 28, 2020, 4:15pm

Public Academy for Performing Arts Campus
11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 2

NOTE: THIS MEETINGS WILL BE HELD VIRTUALLY VIA ZOOM

Type of meeting: Community / Monthly

Chair: Elizabeth Roybal

Invited to Attend:

- | | |
|---------------------------------------|--|
| 1. Elizabeth Roybal, President | 8. OPEN, GC Member |
| 2. Mark Huntzinger, GC Vice President | 9. Virginia Wilmerding, Staff Representative |
| 3. OPEN, GC Secretary | 10. Carol Torrez, Staff Representative |
| 4. Barbara CampBell, GC Member | 11. Melanie Dunn-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..... | 4:17 p.m. |
| 3. Approval of Agenda ACTION ITEM.....All..... | 4:20 p.m. |
| 4. Approval of Previous Meeting Minutes (6/30/2020) 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.....Phil Krehbiel and Rhonda Cordova..... | 4:35 p.m. |
| a. July Financial Report | |
| b. BARS/Permanent Transfer ACTION ITEM | |
| c. Audit Update | |
| 7. Executive Director's Report.....Melanie Chavez..... | 4:40 p.m. |
| a. Written Report, Revised Re-entry Plan | |
| 8. Organizational Business.....Chair..... | 4:45 p.m. |
| a. 2020-21 Meeting Date/Time/Location ACTION ITEM | |
| b. Membership Demographic Updates and Member Affidavit | |
| c. Training Hours Final Update and 2020-21 Training Information | |
| d. Officer Election – Office commences following the July meeting | |
| e. Committee Membership Assignments | |
| f. Signatures – Member Affidavits, Open Meetings Act Resolution ACTION ITEM | |
| 9. President's Report.....Elizabeth Roybal..... | 4:50 p.m. |
| 10. Other Announcements/Discussion.....All..... | 5:00 p.m. |
| 11. Adjourn.....Chair..... | |

ZOOM

Time: July 28, 2020 4:15 PM Mountain Time (US and Canada)

Monthly: <https://zoom.us/j/97081337988?pwd=ZlRxeURXNWlnZTN0K3loQlkrDVVOT09>

<https://zoom.us/j/97081337988?pwd=ZlRxeURXNWlnZTN0K3loQlkrDVVOT09>

Join Zoom Meeting

<https://zoom.us/j/97081337988?pwd=ZlRxeURXNWlnZTN0K3loQlkrDVVOT09>

Meeting ID: 970 8133 7988

Password: 1XDM6u

----- 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), OPEN, Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Barbara CampBell

Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Dunn-Chavez, Barbara CampBell – 8:00a.m. monthly, day of Council Meeting

Long-Range Planning – OPEN (Chair), Melanie Dunn-Chavez, Naomi Montoya, Lisa Miller

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

Policy Review Committee – Mark Huntzinger (Chair), Melanie Dunn-Chavez, OPEN, Virginia Wilmerding, Lisa Miller

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

[illegible]

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

| | | |
|---|-----------------|--------------------|
| 7. Executive Director's Report | | Melanie Chavez |
| <p>a) Written Report: We had 13 students attend the first semester of our summerschool 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> | | |
| 8. Organizational Business | | Elizabeth Roybal |
| <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> | | |
| 9. President's Report: none | | Elizabeth Roybal |
| 10. Other Announcements/Discussion: None. | | Elizabeth Roybal |
| 11. Executive Session for Executive Director's Evaluation: not needed | | Elizabeth Roybal |
| 12. Adjourn: We adjourned at 5:35. The next meeting will be on July 28, 2020, at 4:15. | | |
| Status | | Action Item |
| | Resource | Due Date |

Budget Report as of June 30, 2020

OPERATIONAL

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> | <u>% to Budget</u> |
|----------------|------------------|---------------------|----------------|--------------------|
| \$3,478,001.75 | (\$3,286,891.02) | \$0.00 | \$191,110.73 | 7% |

INSTRUCTIONAL MATERIALS

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$12,550.47 | (\$12,550.47) | \$0.00 | \$0.00 |

Food Services

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|---|
| \$146,916.00 | (\$43,093.12) | \$0.00 | \$103,822.88 <i>Cash balance \$40,877</i> |

Activities

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$236,647.00 | (\$99,706.34) | \$0.00 | \$136,940.66 |

IDEA B

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$95,973.00 | (\$95,800.90) | \$0.00 | \$172.10 |

Teacher/Principal Training

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$25,774.00 | (\$25,207.67) | \$0.00 | \$566.33 |

Medicaid

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$55,634.76 | (\$2,855.20) | \$0.00 | \$52,779.56 |

CNM

| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
|---------------|----------------|---------------------|----------------|
| \$4,767.13 | (\$2,500.00) | \$0.00 | \$2,267.13 |

Dual Credit

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$3,628.45 | (\$3,628.45) | \$0.00 | \$0.00 |

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 | (\$5,511.87) | \$0.00 | \$20,482.63 |

Youth Chat Grant

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$7,519.91 | (\$3,284.61) | \$0.00 | \$4,235.30 |

Lease Assistance

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$317,972.00 | (\$317,972.00) | \$0.00 | \$0.00 |

HB33

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$469,187.97 | (\$305,793.92) | \$0.00 | \$163,394.05 |

SB9 State Match (31700)

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$6,767.00 | (\$6,767.00) | \$0.00 | \$0.00 |

SB9 Tax Allocation

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$266,507.45 | (\$67,050.13) | \$0.00 | \$199,457.32 |

SB9 State Match - Cash (31703)

| | | | |
|---------------|----------------|---------------------|----------------|
| <u>Budget</u> | <u>Actuals</u> | <u>Encumbrances</u> | <u>Balance</u> |
| \$10,758.00 | \$0.00 | \$0.00 | \$10,758.00 |

Executive Director's Report
July 24, 2020

- BYU Summer School – second session finished last week. Successful pilot of program. Most students passed only 3 did not pass courses. (85%).
- SchoolMessenger system for mass text, email and phone messages including attendance and balances due. Used several times, reports on who received the message, who didn't allows us to reach families who may not have information.
- Inservice – by department (small group), KAGAN, identify priority standards. COVID screening and temp check before entering building.
- Assessment – quarterly assessments (IXL, NM MSSA, Common Lit, department created to determine entry skill level, gaps and growth through year. PED released assessment requirements for this year, ELA and Math (all grades but 9), Science (grades 8, 11), PSAT (grade 10), SAT (grade 11). Fall administration of SAT for grade 12. May use district-developed competencies for graduation.
- AP Exam Scores (college credit) – Calculus 3/7 (43%) passed, mean score lower than NM; Language & Composition 6/10 (60%) passed, mean score higher than NM; Literature & Composition 4/10 (40%) passed, mean score lower than NM. Will analyze results, look at standards assessed. Must juggle NM State Standards with graduation requirements and AP standards.
- Final Registration – this week, forms online and translated to Spanish, appointment times, 9 stations, school pictures (each day). Health and temp screenings.
- APS Lease Study – see attached, in process of getting bids for preventative maintenance
- APS – airconditioning for office, JB Henderson – all maintenance (went from 10/25 rooms working to all but office).
- Foundation meeting 7/30. President is moving, need to fill position.

COVID Planning

- Submitted Re-entry Plan to PED July 10. Monitored COVID cases, needed to make decision in order to move forward. Decided to move to virtual learning until October after Superintendent's meeting on July 17. Letter to parents and staff went out early last week to notify that PAPA will begin virtually until end of quarter 1. Then will decide how and when to proceed. Will provide place for students to work if don't have access to internet, parents cannot provide structure for home learning, parents cannot find child-care. Students who do not engage will be required to attend school to work on virtual classes. Intervention and engagement efforts will begin at Jump Start and PAPA Fest.
- Prior to July 17, DOH and PED required weekly surveillance testing. Called DOH to ask about details, cost, support, etc. Could not manage surveillance testing (1x/wk for all staff) with no DOH structure in place. PED rescinded requirement July 17.
- Guidance and Capacity Building Team – SHARE SCREEN. Tutorial/instructional videos for students and parents ready and are exceptional (PowerSchool, Google Classroom). Tutorials for staff ready (PowerSchool, Google Classroom, Zoom, KAMI, IXL, intervention). Guidelines for grades, assignments and direct instruction ready for in-service.
- Virtual – run daily schedule like bell schedule, parent partnership to support growth, education, quality, and engagement
- All students have Chromebook or own computer (385 to loan out, 100 more on back order, surveyed parents during registration to meet needs)
- With online until October, decreased need for BYU except for a few students who are severely at risk.
- Meeting with attorney regarding dr letter and guidelines for staff.
- COVID updates of student/parent/staff expectations in progress. Will release closer to October.
- Staff and students screened daily – fillable Google Form and temperature checks. Isolate/send home anyone with fever, prohibit entry to campus if symptoms of COVID.
- Identifying priorities and alternative job duties from August to October for non-teaching staff.

2020-21 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 -

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

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

Carol Torrez

Virginia Wilmerding

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

Taryn Penny, HS Student Council President _____, National Honor Society President

_____, MS Student Council President _____, NJHS Co-Presidents

COUNCIL MEMBERSHIP TERMS

| # | POSITION | LENGTH OF TERM | 2020/21 YEAR IN CYCLE | 2021/22 YEAR IN CYCLE | 2022/23 YEAR IN CYCLE | 2023/24 YEAR IN CYCLE |
|---|-------------------------|----------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1 | Barbara CampBell Parent | 3-year | 2 | 3 Term Ends | 1 | 2 |
| 2 | Lisa Miller Parent | 3-year | 3 Term Ends | 1 | 2 | 3 Term Ends |
| 3 | Mark Huntzinger Parent | 3-year | 3 Term Ends | 1 | 2 | 3 Term Ends |
| 4 | Alexis Corbin Community | 3-year | 2 | 3 Term Ends | 1 | 2 |
| 5 | Phil Krehbiel Community | 3-year | 1 | 2 | 3 Term Ends | 1 |
| 6 | Elizabeth Roybal Parent | 3-year | 3 Term Ends | 1 | 2 | 3 Term Ends |
| 7 | OPEN Community | 3-year | 1 | 2 | 3 Term Ends | 1 |
| | | | | | | |

GOVERNING COUNCIL COMMITTEES 2020-21

Audit Committee – Phil Krehbiel (Chair), OPEN _____, Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Barbara Campbell

Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Barbara Campbell, Melanie Dunn-Chavez –8:00 a.m. monthly, day of Council Meeting

Long-Range Planning – OPEN _____ (Chair), Melanie Dunn-Chavez, Naomi Montoya, Lisa Miller

Performing Arts Committee – Elizabeth Roybal (Chair), OPEN _____, Melanie Dunn-Chavez, Naomi Montoya, Alexis Corbin

Policy Review Committee – Mark Huntzinger (Chair), Melanie Dunn-Chavez, OPEN _____, Virginia Wilmerding

GOVERNING COUNCIL MEETING DATES 2020-21

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

Meeting Dates: 7/28, 8/25, 9/29, 10/27, 11/24, 12/15 (to avoid holiday), 1/26, 2/23, 3/30, 4/27, 5/25, 6/29

SCHOOL CONTACTS

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

PAPA GOVERNING COUNCIL TRAINING REQUIREMENTS 2020-21

CONTINUING MEMBERS – 8 HOURS REQUIRED

| EXISTING GC MEMBER NAME | 1 hour ETHICS & RESPONSIBILITIES | 3 hours FISCAL MANAGEMENT | 2 hours ACADEMIC DATA | 1 hour OPEN GOVERNMENT | 1 hour LEGAL, ORGANIZATION FRAMEWORK | 8 TOTAL HOURS |
|-------------------------|----------------------------------|---------------------------|-----------------------|------------------------|--------------------------------------|---------------|
| Alexis Corbin | | | | | | |
| Lisa Miller | | | | | | |
| Mark Huntzinger | | | | | | |
| Phil Krehbiel | | | | | | |
| Elizabeth Roybal | | | | | | |
| Barbara CampBell | | | | | | |

*Note: The number of hours in each category may be modified pursuant to PED notification of exemption.

| NEW GC MEMBER NAME | 2 hours ETHICS & RESPONSIBILITIES | 2 hours FISCAL MANAGEMENT | 1 hour ACADEMIC DATA | 1 hour OPEN GOVERNMENT | 1 hour LEGAL, ORGANIZATION FRAMEWORK | 3 additional hours (recommend 1 Fiscal, 1 Academic Data) | 10 TOTAL HOURS |
|--------------------|-----------------------------------|---------------------------|----------------------|------------------------|--------------------------------------|--|----------------|
| OPEN | | | | | | | |
| | | | | | | | |

NEW MEMBERS – 10 HOURS REQUIRED DURING THE FIRST YEAR; 7 HOURS INTRODUCTORY TRAINING REQUIRED BEFORE VOTING

*Note: The 7-hour Introductory Online Training for New Governing Board Members is required for all new GC members and must be taken in order to vote on school issues. The training includes: 2 hours of Ethics and Responsibilities, 2 hours of Fiscal Requirements, 1 hour of Understanding Academic Data, 1 hour of Open Government, and 1 hour of Legal and Organizational Framework training. Email: charter.schools@state.nm.us for more information. Be sure to indicate you are affiliated with PAPA's Governing Council. One option for the additional 3 hours of required training is the Onboarding Training through PAPA GC.



11800 Princess Jeanne Ave., NE / Albuquerque, NM 87112 / (T) 505-830-3128 / (F) 505-830-9930 / www.paparts.org
Melanie Dunn-Chavez, Executive Director

RESOLUTION – SCHOOL YEAR 2020-21 OPEN MEETINGS ACT

WHEREAS, the Governing Council of the Public Academy for Performing Arts met at the facilities of 11800 Princess Jean Ave, NE Albuquerque, NM 87112 on Tuesday, July 28, 2020, at 4:15 p.m., and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Governing Council of the Public Academy for Performing Arts to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the Public Academy for Performing Arts that:

1. All meetings shall be held at the Public Academy for Performing Arts, 11800 Princess Jean Ave, NE, Albuquerque, NM 87112 or as otherwise indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held on the last Tuesday of the month at 4:15 pm with the exception of December, 2019 when the monthly meeting will be held on December 15, 2020. The final agenda will be available at least 72 hours prior to the meeting from Public Academy for Performing Arts, whose office is located at 11800 Princess Jean Ave, NE, Albuquerque, NM 87112. Notice of any other regular meetings will be given 10 days in advance of the meeting date.
3. Special meetings may be called by the Chairman or a majority of the members upon 72 hours' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least 72 hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Governing Council of the Public Academy for Performing Arts will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon 24 hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within 10 days of taking action on an emergency matter, the public body shall report to the New Mexico Attorney General's office the action taken and the circumstances creating the emergency.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda are posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the web-site of the Public Academy for Performing Arts www.paparts.org.



RESOLUTION – SY 2020-21
OPEN MEETINGS ACT
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6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the website of the Public Academy for Performing Arts www.paparts.org. In addition to the information specified above, notice shall indicate how a copy of the agenda may be obtained or include a hyperlink to the agenda. They shall also indicate how an individual with a disability who wishes to attend a meeting of the Governing Council and who might be in need of special accommodations, can obtain information and/or accommodation for their disability.
8. The Governing Council of the Public Academy for Performing Arts may close a meeting to the public only if the subject matter of such discussion or action is accepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Governing Council of the Public Academy for Performing Arts taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be noted with reasonable specificity. Only those subjects specified in the motion may be discussed in the closed meeting.
 - b) If a closed meeting is conducted when the Governing Council of the Public Academy for Performing Arts is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
 - c) Following completion of any closed meeting, the minutes shall state whether the matters discussed in the closed meeting were limited only to those noted, when the meeting was closed.
 - d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Governing Council of the Public Academy for Performing Arts in an open public meeting.
9. Attendance by members of the Governing Body at school functions (such as open houses, performances, etc.) may constitute a quorum. The presence of the Governing Body members at these functions is not for the purpose of conducting school business. The potential for a quorum at these functions will be noted on the school calendar on the website www.paparts.org and the Governing Body members will not conduct any business.

Adopted this July 28, 2020 at Albuquerque, New Mexico.

| | |
|------------------|----------------|
| _____ , Chairman | _____ , Member |
| _____ , Member | _____ , Member |
| _____ , Member | _____ , Member |
| _____ , Member | |

PAPA GOVERNING COUNCIL

Elizabeth Roybal, President / Mark Huntzinger, Vice President / Lisa Miller, Secretary
Members: Alexis Corbin / Phil Krehbiel /