

**Public Academy for Performing Arts
draft Governing Council Meeting Minutes October 27, 2020**

Date: 10/27/2020	Location: Due to current health conditions, meeting was conducted via Zoom	
Governing Council Meeting		
Time: 5:00-7:22 pm	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member) via Zoom, Mark Huntzinger (voting member) via Zoom, Phil Krehbiel (voting member) via Zoom—left meeting at 6:59 pm, Lisa Ulibarri-Miller (voting member, arrived at 6:10) via Zoom, Barbara CampBell (voting member) via Zoom , Melanie Chavez (Executive Director) via Zoom, Rhonda Cordova (business manager) via Zoom, Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative)via Zoom, Santana Gonzalez (voting member)		
Not in Attendance: Alexis Corbin (voting member),		
Guests in Attendance: Elizabeth Layton, Eli Behrens - Student Council, Naomi Montoya, Kahlil Simpson, John Grisham		
Discussion	Resource	
1. Call to Order at 5:00 pm/ Roll Call, voting members Elizabeth Roybal, Mark Huntzinger, Phil Krehbiel, Barbara CampBell, Lisa Ulibarri-Miller, Santana Gonzales	Elizabeth Roybal	
2. Welcome and Introductions of all present.	Elizabeth Roybal	
3. Approval of Agenda <ul style="list-style-type: none"> • Discussion to move budget discussion/ approval ahead of BARS • Motion by Lisa Ulibarri-Miller to approve the agenda as amended, seconded by Mark Huntzinger. Motion carried 6-0 	Elizabeth Roybal	
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> • Discussion to fix misspellings in previous minutes. • Motion by Barbara CampBell to approve the minutes with spelling corrections. Seconded by Lisa Ulibarri-Miller. Motion carried 6-0. 	Elizabeth Roybal	
5. Public Comment - none	Elizabeth Roybal	

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<p>6. Budget and Finance Committee Report:</p> <p>a. Financial Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of October 27, 2020 via Zoom. The committee reviewed the bank register, journal entries, expenditure report, bank reconciliation, detail and summary reports and the overall budget in comparison to our current spending. However, the committee was unable to complete their review of the Quarterly financial report. The Finance committee has a special meeting scheduled for November 11, 2020 to complete the review and will report to the board on September, October and the quarterly at the next board meeting.</p> <p style="padding-left: 40px;">Barbara CampBell moved to approve the September financials report and to table the quarterly report for the next Governing Council Meeting. Seconded by Lisa Ulibarri Miller. The motion carried 6-0 with no dissents.</p> <p>b. BARS/Permanent Transfer: The following bars were presented</p> <p style="padding-left: 40px;">0014-M Adjustment type: Maintenance: Reallocation of funds to sub services for possible staff COVID-19 absences</p> <p style="padding-left: 40px;">0015-M Adjustment type: Maintenance: Reallocation of funds to sub services for possible admin absences due to COVID-19</p> <p style="padding-left: 40px;">0016-D: Adjustment type: Decrease: Decrease in initial SEG funding unit for FY2021</p> <p style="padding-left: 40px;">Mark Huntzinger moved to approve the BARS listed above. Barbara CampBell made the second and the motion carried 6-0.</p> <p>c. Final Budget ACTION ITEM: Action on budget adjustment was tabled until next meeting</p> <p>d. Audit: There was one audit finding. There was a transposed number. We caught the mistake, but it is still a finding because it was found more than 10 days after it was made. Audit can always be reviewed in a closed session. Nothing significant to report at this time. Our controls seem to be working well.</p>	<p>Phil Krehbiel, Rhonda Cordova, Barbara CampBell</p> <p>Rhonda Cordova</p>
<p>7. Executive Director's Report: see complete report</p> <p>Highlights:</p> <p>Equity council is meeting regularly</p> <p>SAC/SHAC Filmed Above the Influence with Bernalillo County</p> <p>Cap and Gown pics done</p> <p>PSAT/SAT administered, no irregularities</p> <p>Quarter ended Oct. 7th 205 students made honor roll. 22% of students have an F. Admin held meetings both in person and via Zoom with parents of these students. Attendance meetings were also held for students struggling with attendance.</p> <p>MLSS is unrolling</p> <p>Currently 25 students a day are on campus for needs related to failing grades, IEPs, etc. For students with failing grades, they come in two consecutive days—1 day is for assignment catch up and the 2nd day is for supervised classroom support.</p> <p>Shade structure for dance area arrived.</p> <p>Seeking bids for preventative maintenance</p>	<p>Melanie Chavez</p>

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<p>Staff meets regularly in vertical and horizontal meetings to improve practice and meet student needs. 451 students at 40 day. Staff COVID report.</p>	
<p>8. Organizational Business 2020-2021 Training update: Mark Huntzinger and Phil Krehbiel still have a few classes to complete. Lisa Ulibarri-Miller will work with Santana Gonzales on the onboarding course.</p>	

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<p>9. President's report Finishing up training .</p>	<p>Elizabeth Roybal</p>
<p>F) Other Announcements/Discussion: None.</p>	<p>Elizabeth Roybal</p>
<p>Executive Session: Not needed</p>	<p>Elizabeth Roybal</p>
<p>G) Adjourn: We adjourned at 7:22 The next meeting will be November 24, 2020 at 5pm.</p>	
<p>Status</p>	<p>Action Item</p>
	<p>Resource Due Date</p>