Public Academy for Performing Arts

Governing Council

Meeting Agenda

Tuesday, March 30, 2021 5:90pm
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:	 Elizabeth Roybal, President Lisa Miller, GC Vice Presid Acting Secretary Barbara CampBell, GC Mer Alexis Corbin, GC Member Phil Krehbiel, GC Member Mark Huntzinger, GC Mem Santana Gonzalez, GC Mem 	fent, 8. 9. mber 10. 11. Sch ber Sch	Virginia Wilmerding, Staff Representative Carol Torrez, Staff Representative Melanie Dunn-Chavez, Executive Director Rhonda Cordova, Business Manager eduled Absence: eduled Guests:
1.	Call to Order, Roll Call	I (Quorum 4/7 voting members)		Chair5:00p.m.
2.	Welcome and Introduct	tions		Chair5:02p.m.
3.	Approval of Agenda Ac	CTION ITEM		.All5:04p.m.
4.	Approval of Previous N	Meeting Minutes (2/23/21, 3/5/21, 3/1	13/21) A CTION	ITEM5:06p.m.
5.	Open Forum for Public	Comment (Form Required)		Chair5:10p.m.
6.	Budget & Finance Com	nmittee Report ACTION ITEM	Phil Krehbie	l and Rhonda Cordova5:15p.m.
	 February Finance 	ancial Report		
	b. BARS/Perma	nnent Transfer ACTION ITEM		
	c. POs over \$5,0	000		
7.	Executive Director's Re	eport	Melani	e Chavez5:20p.m.
	a. Written Repo			
8.	Organizational Busines	is		5:30p.m.
9.	President's Report		Elizabeth Roy	ybal5:40p.m.
10.	Other Announcements/	Discussion		All5:45p.m.
11.	Executive Session to D Roybal	viscuss Limited Personnel Matters, Di5:50p.m.	ir EvalE	lizabeth
12.	Adjourn		Cha	air
		ZOOM Time: March 30, 2021 5:00 F	PM Mountain Tin	ne (US and Canada)

ZOOM Time: March 30, 2021 5:00 PM Mountain Time (US and Canada)

 $Monthly: \underline{https://zoom.us/meeting/tJMtf-irrTwjEtx2BmoDGAg6d8e_8VDnSN7U/ics?icsToken=98tyKuCvrjMrGdeSuRGPRowEAoqgd-nztmZEj7dFzj3oDAR0QwSgMrpHDepJNNbj}$

Join Zoom Meeting

Meeting ID: 970 8133 7988

Password: 1XDM6u

https://zoom.us/i/97081337988?pwd=ZiRxeURXNWInZTNoK3loQlkrcDVVQT09

---- 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

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Date:	2/2/2021 Location: Due to current health conditions, meeting was con Zoom	idugted via					
Time.t	Governing Council Meeting 1.02-6:39 pm Facilitator: Elizabeth Roybal						
membe Zoom, Rhonda Wilmer	s in Attendance: Elizabeth Roybal (voting member) via Zoom, Mark Huntzinger (ver) via Zoom, Phil Krehbiel (voting member) via Zoom, Lisa Ulibarri-Miller (voting Barbara CampBell (voting member) via Zoom, Melanie Chavez (Executive Direct a Cordova (business manager) via Zoom, Carol Torrez (staff representative) via Zoom (staff representative) via Zoom (staff representative) via Zoom (member) via Zoom (memb	member) via or) via Zoom, om, Virginia					
Not in	Attendance:						
1971 13 A. HELDE BK. 112	in Attendance as named in Zoom meeting: Melinda Forward, Justine Judway, an ey/them, Theresa Palmer	Amy Lynn,					
Discus	sion	Resource					
1.	Call to Order at 5:01 pm/ Roll Call, voting members Elizabeth Roybal, Phil Krehbiel, Barbara CampBell, Santana Gonzales, Lisa Ulibarri-Miller, Mark Huntzinger, Alexis Corbin	Elizabeth Roybal					
2.	Welcome and Introductions of all governing council members present. Welcoming remarks by Elizabeth Roybal.	Elizabeth Roybal					
3.	Approval of Agenda Motion by Phil Krehbiel to approve the agenda seconded by Barbara CampBell. Roll call vote, Motion carried 7-0.	Elizabeth Roybal					
4.							
5.	Open Forum for Public Comment None						
6.	Budget and Finance Committee Report						
Α.	January Financial Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of February 23, 2021. Financial report						

and Budget summary was given by Phil Krehbiel. He provided the council with a list of reports the finance committee is requesting. The 13 reports being regularly reviewed by the committee are as follows:

For previous month:

- Bank Statement
- Bank Reconciliation
- Journal Entries
- Balance Sheet Report (showing assets and liabilities for all accounts)
- Bank Account Register (showing all checks written)
- Budget Summary of Funds Report (showing a summary of budgeted expenses versus actual, offset by encumbrances)
- Comparative Financial Statements summary (revenues and expenses, all funds, last fiscal year and current fiscal year)
- Comparative Financial Statements detail (revenues and expenses, all funds, last fiscal year and current fiscal year)
- Trial Balance Report (all transactions)
- Monthly Balance Forecast Report summary (actual revenues and expenses by month compared to the budget)
- Account Balance Report detailed (actual revenues and expenses, and encumbrances, compared to the budget)
- Budget Adjustment Request (BARS) History Report
- Purchase Orders of \$5,000 or more, current fiscal year

Committee reported that we are about 11/8% ahead of the operational budget. This has been about the margin maintained all year.

Moved by Barb CampBell and seconded by Phil Krehbiel to approve the finance committee report. Roll call vote. Carried 7=0.

B. BARS

Bar ending in 00191b

The bar moves money to 4306 Cares Act Grant for school filters.

Moved by Phil Krehbiel and seconded by Barb CampBell to approve the bar. Roll call vote. Carried 7-0

- C. Teacher Sick Leave if COVID: an amendment was presented on the teacher sick leave policy to include 2 weeks of sick leave in case of COVID. Since this it an addendum to a policy, it needs to go to Public comment for 10 days. Special GC meeting will be held on March 5th to take action.
- D. Impact of in-person learning. Teachers who are coming into the building to service students in person in a 5:1 capacity are being given a 50.00 stipend. 80,000 was allocated for substitute teachers and is funding this initiative. No need for a BAR.

Date: 3/5/2021

Location: Due to current health conditions, meeting was conducted via Zoom

Governing Council Meeting

Time: 5:02-7:22 pm Facilitator: Elizabeth Roybal

Invitees in Attendance: Elizabeth Roybal (voting member) via Zoom, Phil Krehbiel (voting member) via Zoom, Barbara CampBell (voting member) via Zoom, Santana Gonzalez (voting member) via Zoom, Alexis Corbin (voting member) Melanie Chavez (Executive Director) via Zoom, Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative) via Zoom, Taryn Penny (student Council representative)

Not in Attendance: Mark Huntzinger (voting member), Lisa Ulibarri-Miller (voting member), Rhonda Cordova (business manager)

Guests in Attendance as named in Zoom meeting: Lola Roybal (acting secretary) via Zoom

Discus	ision et al. 1997	Resource
1.	Call to Order at 5:02 pm/ Roll Call, voting Members Liz Roybal, Barb CampBell, Alexis Corbin, Phil Krehbiel, Santana Gonzalez	Elizabeth Roybal
2.	Welcome and Introductions of all governing council members present. Welcoming remarks by Elizabeth Roybal. Announcement that Lola Roybal will be acting secretary at meeting this evening. The PAPA policy and procedure for governing council meeting read and explained.	Elizabeth Roybal
3.	Approval of Agenda Motion by Phil Krehbiel to approve the agenda seconded by Alexis Corbin . Roll call vote, Motion carried 5-0.	Elizabeth Roybal

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Date: 3/13/2021 Location: Due to current health conditions, meeting was conducted via **Governing Council Meeting** Time: 4:03-4:31 pm Facilitator: Elizabeth Roybal Invitees in Attendance: Elizabeth Roybal (voting member) via Zoom, Mark Huntzinger (voting member) via Zoom, Phili Krehbiel (voting member) via Zoom, Lisa Ulibarii-Miller (voting member) via Zoom, Barbara GampBell (voting member) via Zoom, Melanie Chavez (Executive Director) via Zoom, Rhonda Cordova (business manager) vla Zoom, Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative)via Zoom, Santana Gonzalez (voting member) via Zoom, Alexis Corbin (voting member) Not in Attendance: Guests in Attendance as named in Zoom meeting: 'Amy Lynn, Ariana Dabria; Brittany Brinker, Colin Butts, Isis Lopez, Kahlil Simpson, Melinda Forward, Monica Maestas, Michael Power, Darian Muniz Discussion Resource Call to Order at 4:03 pm/Roll Call, voting members Elizabeth Roybal, Phil Elizabeth Krehbiel, Barbara CampBell, Santana Gonzales, Lisa Ulibarri-Miller, Mark Roybal Huntzinger, Alexis Corbin 2. Welcome and Introductions of all governing council members present. Elizabeth Welcoming remarks including Governing Council meeting procedures by Roybal Elizabeth Roybal. 3. Approval of Agenda Elizabeth Roybal Motion by Barbara CampBell to approve the agenda seconded by Phil Krehbiel. Roll call vote, Mark Huntzinger's internet connection was unstable and he was absent for this vote, but returned to the meeting. Motion carried 6-0. 4. Executive director's report Melanie Number of D and F grades went from 197 to 146 at reporting period. Most Chavez grades improved in terms of percentage. This is due to targeted support. Honor roll included 45% of students. Liz Roybal For targeted support, 77 students attend regularly and meet with a teacher 2 GC Members times a day. Teachers have expanded office hours on Fridays. Panda U is scheduled. It will allow us to see our COVID safe practices in action New Student orientation April 5th. Scheduled to be in person. PED directive to return to in person learning by April 5th with social distancing to the greatest extent possible

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Public Academy for Performing Arts Budget Summary Of Funds Report

Accounting Cycle: FY2021; End Date: 02/28/2021; Account Type: Expenditure; Show Prior Year Accounts: No; Created On: 3/17/2021 2:31:24 AM

	11%		To be the state of															
	\$401,916.78	\$74,238.32	\$213,679.27	(\$20.38)	\$120.00	\$2,372.59	\$5,819.62	\$4,004.06	\$39,420.32	\$3,512.88	\$0.00	\$5,026.00	\$5,217.50	\$5,235.30	(\$0.04)	\$20,000.00	\$29,678.29	\$6,941.00
almandalas September	\$1,327,471.46	\$52,969.39	\$24,323.46	\$46,277.69	\$0.00	\$3,696.24	\$20,313.55	\$7,531.94	\$3,906.70	\$1,000.00	\$0.00	\$0.00	\$257.00	\$500.00	\$111,221.68	\$0.00	\$167,624.98	\$0.00
	\$1,905,947.76	\$27,792.29	\$28,938.32	\$57,200.69	\$0.00	\$13,291.17	\$52,423.83	\$0.00	\$14,452.59	\$1,254.25	\$0.00	\$0.00	\$13,520.50	\$0.00	\$222,443.36	\$0.00	\$295,840.08	\$0.00
	\$3,635,336.00	\$155,000.00	\$266,941.05	\$103,458.00	\$120.00	\$19,360.00	\$78,557.00	\$11,536.00	\$57,779.61	\$5,767.13	\$0.00	\$5,026.00	\$18,995.00	\$5,735.30	\$333,665.00	\$20,000.00	\$493,143.35	\$6,941.00
	\$3,751,546.00	\$155,000.00	\$230,000.00	\$103,458.00	\$120.00	\$19,360.00	\$114,633.00	\$11,536.00	\$31,000.00	\$3,800.00	\$0.00	\$5,026.00	\$18,995.00	\$5,735.30	\$333,665.00	\$20,000.00	\$331,285.00	\$6,941.00
dentify the second	Operational	Food Services	Non-Instructional Support	Entitlement IDEA- B	English Language Acquisition	Teacher/Principa I Training & Recruiting	CARES Act	CARES Act/Geer	Title XIX MEDICAID 0/2 Years	CNM Foundation	TQM in Public Schools PED	Literacy For Children @ Risk PED	Instructional Mats - GAA of 2019	Youth Chat Grant	Public School Capital Outlay	Special Capital Outlay-State	Capital Improvements HB-33	SB9 State Match
Panel	11000	21000	23000	24106	24153	24154	24301	24306	25152	26207	27103	27107	27109	29130	31200	31400	31600	31700

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31701	SB9 Ad Valorem	\$337,790.00	\$373,718.03	\$100,242.91	\$20,768.59	\$20,768.59 \$252,706.53	
31703	SB-9 State Match Cash	\$10,758.00	\$10,758.00	\$1,653.13	\$0.00	\$0.00 \$9,104.87	
Fund Totals		\$5,490,648.30	\$5,601,836.47	\$5,490,648.30 \$5,601,836.47 \$2,735,000.88	\$1,787,862.68 \$1,078,972.91	\$1,078,972.91	

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7. Executive director's report

Melanie Chavez

A. Written report

Highlights:

Lottery window Open

inspections met.

Quarterly assessment data: Math and ELA growth not met

Equity council will be submitting policy proposals to the policy committee

Foundation meeting: Finalizing bylaws

Observations: ongoing

Nurse presented to staff on COVID safe procedures

Open house tonight

Intent to return from students positive with only 9 not returning

B. Events for the remainder of 2020-2021 School year

Senior showcase

Spring Dance show

Registration for next year: Panda U

Spring concerts Graduation

Awards Ceremony

C. Student In person support 5:1

19 teachers are currently participating, receiving 50.00 stipend

58 students are currently participating

Geared towards students with low grades, students with IEP, 504, SAT, and students identifying as struggling for any reason

Cost of program to school is estimated between 30 and 40 thousand which is covered in the money allocated for substitutes

D. Activity Fees

Students will receive credits towards next year for activity fees paid this year. Students leaving the school and seniors will receive refunds.

E. SY 2021-22 Back to School Plans

	NMPED has advised schools to plan for hybrid instruction in the fall and to offer a continued virtual option	
	F. Purchase order review: NONE	
8.	Organizational business	
	 A. Policy reviews revision of sections A.13.1, A.13.2, A.13.3, A.13.6, A.13.7 Policies were reviewed after public comment period. No comments reported. No further discussion Moved by Barbara CampBell and seconded by Phil Krehbiel to accept the policy changes. Roll call vote. Approved 7-0 B. Performing Arts Committee Summary: Committee met and discussed further uses for outdoor dance area. Will look into a choir shell or outdoor practice area for band/ orchestra/ choir. 	
	C. Nominating committee: Michael Power, Mark Huntzinger, Doug Feery and working on finding community member.	
9.	President's Report None	Elizabeth Roybal
10.	Other Announcements/ Discussion	Elizabeth
	None	Roybal
11.	Executive session to discuss limited personnel matters	
	6:08 Moved by Lisa Ulibarri-Miller that we "close the meeting for the purpose of going into Executive Session pursuant to NMSA 10-15-1-H(2) to discuss limited personnel matters. Seconded by Alexis Corbin. Roll call vote. Approved 7-0	
	7-0	

6:38 Moved by Lisa Ulibarri-Miller and seconded by Mark Huntzinger that we come out of Executive Session. Roll call vote. 7-0.

Pursuant to NMSA 10-15-1-H(2) Limited personnel matters were the only topic addressed. No action was taken and no action needs to be taken.

Meeting adjourned 6:39pm

Special Meeting March 5, 2021

Regular Meeting March 30, 2021

Minutes taken by Lisa Ulibarri-Miller. Draft typed on 2.7.2021

Finalized with spelling corrections, February 23, 2021. Lisa M. Ulibarri-Miller, GC Vice-President and Acting Secretary

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