

**Public Academy for Performing Arts
Draft Governing Council Meeting Minutes
June 29, 2021**

Date: 6/29/2021	Location: Due to current health conditions, meeting was conducted via Zoom	
Governing Council Meeting		
Time: 5:00-6:12 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, Lisa Ulibarri-Miller (voting member) via Zoom, Barbara CampBell (voting member) via Zoom, via Zoom, Rhonda Cordova (business manager) via Zoom, Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative) via Zoom, Santana Gonzalez (voting member) via Zoom, Alexis Corbin (voting member) via Zoom, Jessica Short (voting member) via Zoom		
Not in Attendance: Melanie Chavez (Executive Director)		
Guests in Attendance as named in Zoom meeting: none		
Discussion		Resource
1. Call to Order at 5:00 pm/ Roll Call, voting members Elizabeth Roybal, Phil Krehbiel, Santana Gonzales, Mark Huntzinger, Alexis Corbin, Barbara CampBell, Lisa Ulibarri-Miller, Jessica Short		Elizabeth Roybal
2. Welcome and Introductions of all governing council members present. Welcoming remarks including Governing Council meeting procedures by Elizabeth Roybal.		Elizabeth Roybal
3. Approval of Agenda Jessica Short needs to be added to Agenda as voting member. Long Range planning committee Chair is Lisa Ulibarri-Miller Santana Gonzales is a member of long-range planning. Virginia Wilmerding is a member of long-range planning. Motion by Mark Huntzinger to approve the agenda as amended. Seconded by Barbara CampBell. Roll call vote motion carried 8-0.		Elizabeth Roybal
4. Approval of Minutes Moved by Barbara CampBell and seconded by Santana Gonzalez to approve the minutes from May's Governing Council meeting. Roll call vote. Motion carried 8-0		Elizabeth Roybal

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<p>5. Open Forum None</p>	<p>Elizabeth Roybal</p>
<p>6. Finance committee report Phil Krehbiel, Melanie Chavez, Barbara CampBell, and Rhonda Cordova met the morning of June 29, 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:</p> <p>For previous month:</p> <ul style="list-style-type: none"> • 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 <p>No concerns were noted at this time.</p> <p>Barbara CampBell moved to approve the finance committee report. Phil Krehbiel seconded. Roll call vote. Motion carried 8-0</p> <p>Rhonda Cordova reviewed accounting codes for the overall budget as well as the projected amounts. A copy of the draft projected budget summary was sent to members to review.</p> <p>Phil Krehbiel moved that the presented overall budget for the upcoming year be approved. Seconded by Barbara CampBell. Roll call vote. Motion carried 7-1 with Mark Huntzinger as the dissenting vote.</p>	<p>Phil Krehbiel</p>

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<p>No BARS</p> <p>Purchase orders over 5000-- none</p>	
<p>7. Executive Director report</p> <ul style="list-style-type: none"> • Report sent to all members. Director Chavez was absent. • Highlights: • Building: HVAC upgrades, breaking ground 2022, security updates, double portable • Equity Council grant for SEL • Registration the last week of July • Expected schools to be open in the fall, COVID requirements expected. No virtual requirement at this time. BYU will be an option for PAPA students. This option is not available to 6th graders. • Student and Staff handbooks were reviewed. 	<p>Melanie</p>
<p>8. Organizational business</p> <p>Policy Discussion</p> <p>A.2 Nondiscrimination based on HB 29. Draft was accepted</p> <p>A.15.1 Public Hearing based on statue NMSA 22-8-10</p> <p>A.16 Council agenda, adjusted to read that it will be available 36 hours instead of 24 hours prior to the meeting</p> <p>C.5 Added Zero tolerance and Cannabis policy requirements</p> <p>E.7.4 Updated to reflect students with appropriate training can self-carry asthma and anaphylaxis medications</p> <p>H.2.15 Dress code adjustments to protect hair styles and cultural/religious hair styles</p>	<p>Liz Roybal</p>

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<p>H.7 Dress code revisions</p> <p>D.1 Budget Process: Includes dates for adopting budget and holding public meetings.</p> <p>C. 6 Staff Conduct with Students</p> <p>Updated to include rational discourse and controversial issues</p> <p>Phil Krehbiel moved to table discussion on D.1 budget process. Seconded by Barbara CampBell. Roll call vote, motion carried 5-3 with dissenting votes by Mark Huntzinger, Lisa Ulibarri-Miller and Liz Roybal.</p> <p>Barbara CampBell moved that remaining policies move to public comment. Seconded by Santana Gonzales. Roll call vote. Motion carried 8-0.</p> <p>There are other statutes that were recently adopted that may require further policy adjustments.</p> <p>Performing Arts committee report: Planning the Platinum Celebration. PAPA has a sizzle reel. Spring Dance is scheduled for March 1-5th. Senior Showcase is scheduled as well.</p> <p>Working on locations and venues for Performing Arts.</p>	
<p>9. Announcements/ Discussion</p> <p>Su Hudson compiled all of the video for Spring Dance Show</p>	
<p>10. President's report:</p> <p>Spring Dance show was well done.</p>	

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11. Executive Session Not required	
12. Adjournment 6:12 pm Next regular meeting July 27, 2021	Liz Roybal

Minutes taken by Lisa Ulibarri-Miller. Draft typed on 7.04.2021



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

Executive Director's Report July 2021

- **SEL/Equity Council – presentation**
- Summer school – using BYU. Grades 8 – 11, about 10 students enrolled. Second session began June 28, 8 students. No Boot Camp for MS reading and math – wanted at least 20 students, only 9 rsvp'd.
- Facility
 - Capital Master Plan Facility Assessment - no word yet...
 - On Capital Master Plan Committee - Meeting Thursday, July 29
 - Band portable request – submitted answers to additional questions Monday am. Should be in by October. Will use ESSER II \$\$ (about \$100,000).
 - HVAC upgrade – each room has own supply and return/exhaust. Currently dropping electrical lines and switch boxes. Fixed office – bigger motor and cut some air supply off to nurse and restrooms to allow for flow to end of line offices.
 - Security Site Assessment project for gates, doors, security cameras. Over \$100,000, project to be completed by September. No new news.
 - Cleaning/projects finished for summer – working on grounds (lots of weeds with rain, not complaining, though), re-cleaning rooms as electricians finish.
- Running Calendar created and being updated. Will send to GC every other month.
- Staffing patterns – looking for two hs math and 1 hs spec ed math teachers to fill open positions. Waiting for references for Alg 2 position (to offer job), waiting for final “yes” for Geometry position, no applicants for part-time special ed hs math. Have back up plan for special ed.
- Administrator trainings – Procurement re-certification finished and have certificate.
- Final Registration – week of July 24-29 ready and in progress. **GC – PLEASE COME THIS WEEK TO TAKE PICTURE!**
- All schools fully in person. Currently following CDC guidelines and current PED guidelines. New set guidelines supposed to be published early last week. Still not sent out (at DOH and Governor's desks). Masks for non-vaccinated, social distance 3 ft (as possible), screenings upon entry to campus, frequent hand washing, cleaning procedures same.
- Social Studies teacher awarded Bueno Foods grant. Social Studies books – student interest books. \$1,000.
- In-service August 2, 3 – planned and ready
- Jump Start – August 10, orientation for new students. Activities planned.
- PAPAfest – August 11 – activities planned to celebrate, set climate and expectations.
- Foundation – expanded Arts Coordinator position to include Foundation work (1 period/day).

2021-22 PAPA GOVERNING COUNCIL

COUNCIL MEMBERS

President - Elizabeth Roybal, Realtor, Armstrong Properties, 505-249-4296 lroybal@paparts.org PARENT

Vice President - Lisa Miller, Educator, 505-550-8811 lmiller@paparts.org PARENT

Secretary - Barbara CampBell, Accountant, Fidel, Perner & Michnovicz LLC, bcampbell@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 – Santana Gonzalez, UNM Student, 505-239-1117 sgonzalez@paparts.org COMMUNITY

Member – Jessica Short, Educator, 505-730-6234 jshort@paparts.org PARENT

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

Carol Torrez Virginia Wilmerding OPEN

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

Isis Lopez, HS Student Council President Jillian Miller, National Honor Society President _____, NJHS President

COUNCIL MEMBERSHIP TERMS

#	POSITION	LENGTH OF TERM	2021/22 YEAR IN CYCLE	2022/23 YEAR IN CYCLE	2023/24 YEAR IN CYCLE	2024/25 YEAR IN CYCLE
1	Barbara CampBell Parent	3-year	3 Term Ends	1	2	3 Term Ends
2	Lisa Miller Parent	3-year	1	2	3 Term Ends	1
3	Jessica Short Parent	3-year	1	2	3 Term Ends	1
4	Alexis Corbin Community	3-year	3 Term Ends	1	2	3 Term Ends
5	Phil Krehbiel Community	3-year	2	3 Term Ends	1	2
6	Elizabeth Roybal Parent	3-year	1	2	3 Term Ends	1
7	Santana Gonzalez Community	3-year	2	3 Term Ends	1	2

GOVERNING COUNCIL COMMITTEES 2021-22

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

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

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

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

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

GOVERNING COUNCIL MEETING DATES 2021-22

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

Meeting Dates: 7/27, 8/31, 9/28, 10/26, 11/30, 12/14 (to avoid holiday), 1/25, 2/22, 3/29, 4/26, 5/31, 6/28

SCHOOL CONTACTS

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

PAPA GOVERNING COUNCIL TRAINING REQUIREMENTS 2021-22

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						
Santana Gonzalez						
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
Jessica Short	x	x	x	x	x		

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.

Public Academy for Performing Arts

Budget Summary Of Funds Report

Accounting Cycle: FY2021; End Date: 06/30/2021; Account Type: Expenditure; Show Prior Year Accounts: No; Created On: 7/23/2021 5:34:38 PM

Fund	Description	Adopted	Current	YTD Actuals	YTD Payable/Encumber	Unencumbered Budget Balance	Percent Remaining
11000	Operational	\$3,751,546.00	\$3,615,679.73	\$3,205,439.90	\$0.00	\$410,239.83	11.00%
21000	Food Services	\$155,000.00	\$155,000.00	\$45,899.18	\$0.00	\$109,100.82	70.00%
23000	Non-Instructional Support	\$230,000.00	\$206,173.05	\$53,697.00	\$0.00	\$152,476.05	74.00%
24106	Entitlement IDEA-B	\$103,458.00	\$103,458.00	\$103,458.00	\$0.00	\$0.00	0.00%
24153	English Language Acquisition	\$120.00	\$120.00	\$0.00	\$0.00	\$120.00	100.00%
24154	Teacher/Principal Training & Recruiting	\$19,360.00	\$19,360.00	\$15,217.11	\$0.00	\$4,142.89	21.00%
24301	CARES Act	\$114,633.00	\$78,557.00	\$78,557.00	\$0.00	\$0.00	0.00%
24306	CARES Act/Geer	\$11,536.00	\$11,536.00	\$7,852.00	\$0.00	\$3,684.00	32.00%
24307	Social Emotional Learning	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%
24308	CRSSA ESSER II	\$523,079.00	\$523,079.00	\$0.00	\$0.00	\$523,079.00	100.00%
25152	Title XIX MEDICAID 0/2 Years	\$31,000.00	\$57,779.61	\$21,161.38	\$0.00	\$36,618.23	63.00%
26207	CNM Foundation	\$3,800.00	\$4,267.13	\$1,754.25	\$0.00	\$2,512.88	59.00%
27103	TQM in Public Schools PED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
27107	Literacy For Children @ Risk PED	\$5,026.00	\$5,026.00	\$0.00	\$0.00	\$5,026.00	100.00%
27109	Instructional Mats - GAA of 2019	\$18,995.00	\$18,995.00	\$13,520.50	\$0.00	\$5,474.50	29.00%
29130	Youth Chat Grant	\$5,735.30	\$5,735.30	\$3,499.94	\$0.00	\$2,235.36	39.00%
31200	Public School Capital Outlay	\$333,665.00	\$333,665.00	\$333,665.00	\$0.00	\$0.00	0.00%
31400	Special Capital Outlay-State	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%
31600	Capital Improvements HB-33	\$331,285.00	\$493,143.35	\$341,231.40	\$0.00	\$151,911.95	31.00%
31700	SB9 State Match	\$6,941.00	\$174.00	\$0.00	\$0.00	\$174.00	100.00%
31701	SB9 Ad Valorem	\$337,790.00	\$373,718.03	\$169,652.86	\$0.00	\$204,065.17	55.00%
31703	SB-9 State Match Cash	\$10,758.00	\$10,758.00	\$10,758.00	\$0.00	\$0.00	0.00%
Fund Totals		\$6,023,727.30	\$6,046,224.20	\$4,405,363.52	\$0.00	\$1,640,860.68	



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Melanie Dunn-Chavez, Executive Director

RESOLUTION – SCHOOL YEAR 2021-22 OPEN MEETINGS ACT

WHEREAS, the Governing Council of the Public Academy for Performing Arts met at the facilities of 11800 Princess Jeanne Ave, NE Albuquerque, NM 87112 on Tuesday, July 27, 2021, at 5:00 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 Jeanne 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, 2021 when the monthly meeting will be held on December 14, 2021. 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 Chairperson 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 2021-22
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 27, 2021 at Albuquerque, New Mexico.

_____, Chairperson _____, Member

_____, Member _____, Member

_____, Member _____, Member

_____, Member

**📖Congratulations to the recipients of the Bueno
Books for Classroom Grants!📖**

**Brittany Brinker
Teacher**

Public Academy for Performing Arts

**"Books are uniquely portable magic." ~Stephen King
Albuquerque**

We study history because we care about other people and their stories. To learn about others, we need to work collaboratively, read critically, write coherently and discuss constantly. These books will provide our 6-8th grade students a combination of "windows" and "doors": our young New Mexicans will get their hands on stories of people who look, think and live like they do, but they will have access to the stories of people who look, think and live differently. Before the COVID-19 lockdown and remote learning, many school classrooms (like mine) shifted to digital collections. However, remote learning taught us that not all students have equal access to the internet. Lack of internet access should not limit a student's ability to learn and grow! Thank you to Bueno Foods and the Golden Apple Foundation of New Mexico for providing the funds to purchase print books for our class library. Now, all students will have equal opportunity to learn about other people and their stories.