



**Governing Council
Meeting Agenda**

Tuesday, December 14, 2021, 4:15pm

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

NOTE: GC Meetings will be held in person beginning July 2021

Type of meeting: Community/Monthly

Chair: Elizabeth Roybal

Invited to Attend

1. Elizabeth Roybal, President	5. Phil Krehbiel, GC Member	9. Virginia Wilmerding, Staff Representative	Scheduled Guests:
2. Lisa Miller, GC Vice President	6. Santana Gonzalez, GC Member	10. Rhonda Cordova, Business Manager	Jennifer Lopez
3. Barbara CampBell, Secretary	7. Jessica Short, GC Member	11. Melanie Dunn-Chavez, Executive Director	Scheduled Absence:
4. Alexis Corbin, GC Member	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 4/7 voting members)	Chair	4:15p.m.
2. Welcome and Introductions	Chair	4:17p.m.
3. Approval of Agenda ACTION ITEM	All	4:19p.m.
4. Approval of Previous Meeting Minutes (11/30/21) ACTION ITEM	All	4:20p.m.
5. Open Forum for Public Comment (Form Required)	Chair	4:22p.m.
6. Budget & Finance Committee Report ACTION ITEM	Phil Krehbiel and Rhonda Cordova	4:25p.m.
a. November Financial Report		
b. BARS/Permanent Transfer ACTION ITEM		
c. POs over \$5,000		
d. Resolution and Capital Purchases		
7. Executive Director's Report	Melanie Dunn-Chavez	4:35p.m.
a. Written Report		
8. Organizational Business	Chair Lisa Miller	4:45p.m.
a. D.1 Budget Process Policy for Approval ACTION ITEM		
b. President's Report		
9. Other Announcements/Discussion	Elizabeth Roybal	4:55p.m.
10. Adjourn	All	5:00p.m.

----- 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 (505) 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), Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Jessica Short, Tamara Lopez
Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Dunn-Chavez, Barbara CampBell –8:00a.m.monthly, day of Council Meeting.
Long Range Planning – Lisa Miller (Chair), Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez, Virginia Wilmerding
Performing Arts Committee – Elizabeth Roybal (Chair), Alexis Corbin, Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez
Policy Review Committee – Lisa Miller (Chair), Melanie Dunn-Chavez, Virginia Wilmerding, Barbara CampBell, Jessica Short

Public Academy for Performing Arts
Draft Governing Council Meeting Minutes
November 30, 2021

Date: 11/30/2021	Location: Meeting was held in person on PAPA campus. Meetings may return to Zoom as appropriate for the prevailing health conditions.	
Governing Council Meeting		
Time: 4:15-5:15 pm	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Barbara CampBell (voting member), Virginia Wilmerding (staff representative), Santana Gonzalez (voting member, Jessica Short (voting member), Melanie Chavez (Executive Director), Lisa Ulibarri-Miller (voting member), Carol Torrez, (staff representative), Phil Krehbiel (voting member) via Zoom for COVID related reasons, Rhonda Cordova (business manager), Alexis Corbin (voting member) arrived at 4:20 .		
Not in Attendance:		
Guests in Attendance: NONE		
Discussion		Resource
1. Call to Order at 4:17 pm/ Roll Call, voting members		Elizabeth Roybal
2. Welcome and Introductions of all governing council members present. Welcoming remarks including Governing Council meeting procedures by Elizabeth Roybal.		Elizabeth Roybal
1. Approval of Agenda Motion by Lisa Ulibarri-Miller to approve the agenda with the change to the Organization Business, updated to read: a. D.1 Budget Process Policy for Public Comment. Seconded by Jessica Short Roll call vote. Motion carried 6 in favor, 0 against.		Elizabeth Roybal
2. Approval of Minutes Moved by a motion by Santana Gonzalez and seconded by Lisa Ulibarri-Miller to approve the minutes from October 26, 2021. Roll call vote. Motion carried 7 in favor, 0 against.		Elizabeth Roybal

<p>3. Open Forum</p> <p>None</p>	<p>Elizabeth Roybal</p>
<p>4. Finance committee report</p> <p>Phil Krehbiel, Melanie Chavez, and Rhonda Cordova met the morning of November 29, 2021. Financial report and Budget summary were given to the GC 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. Budget summary indicates +18% of the budget expended so through end of October 2021</p> <p>Approval of the Finance Committee report motion made by Phil Krehbiel second by Barbara CampBell. Roll Call vote, motion carried, 7 in favor 0 against.</p>	<p>Phil Krehbiel</p>

**Public Academy for Performing Arts
Draft Governing Council Meeting Minutes
November 30, 2021**

<p>BARS : Presented to the GC by Rhonda Cordova. Approval of the BAR Motion Barbara CampBell second, Santana Gonzalez Roll Call Vote motion carried 7 in favor 0 against.</p> <p>Purchase orders over 5000—None in October, one issued in November which will be reviewed in the Meeting on December 14.</p>	
<p>5. Executive Director report</p> <ul style="list-style-type: none"> • Report sent to all members. 	<p>Melanie</p>
<p>6. Organizational business</p> <p>a. D.1 Budget Process Policy – Approval to release for public comment. Motion to approve made by Jessica Short, Seconded Santana Gonzalez, Roll Call Vote: Motion carried 7 in favor 0 against.</p> <p>7.</p> <p>Committee updates:</p> <p>Audit Committee: Phil Krehbiel (chair), Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Jessica Short</p> <p>Finance Committee: Phil Krehbiel (chair), Rhonda Cordova, Barbara CampBell, Melanie Dunn-Chavez,</p> <p>Long-range Planning: Lisa Ulibarri-Miller (chair), Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzales, Ginny Wilmerding</p>	<p>Liz Roybal</p>

**Public Academy for Performing Arts
Draft Governing Council Meeting Minutes
November 30, 2021**

<p>Performing Arts: Liz Roybal (chair), Alexis Corbin, Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzales</p> <p>Policy Review: Lisa Ulibarri-Miller (chair), Melanie Dunn-Chavez, Virginia Wilmerding, Barbara Campbell, Jessica Short</p> <p>Trainings:</p> <p>All council members are responsible for training</p> <p>GC meeting time and dates:</p> <p>4:15 pm 7/27, 8/31, 9/28, 10/26, 11/30, 12/14, 1/25, 2/22, 3/29, 4/26, 5/31, 6/28</p>	
<p>8. Announcements/ Discussion</p> <p>Performing Arts: upcoming</p>	
<p>9. President's report:</p>	
<p>10. Executive Session</p> <p>Not required</p>	
<p>11. Adjournment</p> <p>12.</p> <p>13.</p> <p>14. Next regular meeting November 30, 2021</p>	Liz Roybal

Public Academy for Performing Arts

Budget Summary Of Funds Report

11/30/2021

Fund	Description	Adopted Budget	Approved BARs	Current Budget	Pending Budget/BARs	Total Anticipated Budget	YTD Actuals	YTD Payable/Encumber	Unencumbered Budget Balance	Unencumbered Anticipated Budget	Percent Remaining	Percent Remaining of TOTAL ANTICIPATED
11000	Operational	\$3,910,696.00	\$70,841.55	\$3,981,537.55		\$3,981,537.55	\$1,223,922.04	\$2,179,971.97	\$577,743.54	\$577,743.54	15%	15%
21000	Food Services	\$62,000.00	\$3,077.41	\$65,077.41	\$25,000.00	\$90,077.41	\$54,659.18	\$53,054.40	(\$22,636.17)	\$2,363.83	-35%	3%
23000	Non-Instructional Support	\$266,265.00	\$23,579.32	\$289,844.32		\$289,844.32	\$37,747.22	\$29,508.84	\$222,588.26	\$222,588.26	77%	77%
24106	Entitlement IDEA-B	\$90,576.00	\$0.00	\$90,576.00		\$90,576.00	\$27,205.23	\$54,603.74	\$8,767.03	\$8,767.03	10%	10%
24153	English Language Acquisition	\$75.00	\$0.00	\$75.00		\$75.00	\$0.00	\$0.00	\$75.00	\$75.00	100%	100%
24154	Teacher/Principal Training & Recruiting	\$19,967.00	\$0.00	\$19,967.00		\$19,967.00	\$1,135.00	\$285.00	\$18,547.00	\$18,547.00	93%	93%
24174	Carl D Perkins Secondary - Current	\$9,060.00	\$0.00	\$9,060.00		\$9,060.00	\$0.00	\$0.00	\$9,060.00	\$9,060.00	100%	100%
24307	Social Emotional Learning	\$0.00	\$0.00	\$0.00		\$0.00	\$8,736.00	\$0.00	(\$8,736.00)	\$1,264.00	0%	13%
24308	CRSSA ESSER II	\$523,079.00	\$0.00	\$523,079.00	\$10,000.00	\$523,079.00	\$44,611.92	\$99.00	\$478,368.08	\$478,368.08	91%	91%
24316	USDE CRRSA ESSER II Air Quality	\$0.00	\$0.00	\$0.00	\$4,750.00	\$4,750.00	\$0.00	\$0.00	\$0.00	\$4,750.00	100%	100%
24330	ARPESSER III CDFA 84.425U	\$0.00	\$0.00	\$0.00	\$1,221,214.00	\$1,221,214.00	\$0.00	\$0.00	\$0.00	\$1,221,214.00	100%	100%
25152	Title XIX MEDICAID 0/2 Years	\$35,000.00	\$8,659.15	\$43,659.15	\$43,659.15	\$43,659.15	\$1,359.11	\$1,430.73	\$40,869.31	\$40,869.31	94%	94%
26207	CNM Foundation	\$6,000.00	(\$487.12)	\$5,512.88	\$5,512.88	\$5,512.88	\$0.00	\$500.00	\$5,012.88	\$5,012.88	91%	91%
27109	Literacy For Children @ Risk PED	\$8,956.00	\$0.00	\$8,956.00		\$8,956.00	\$0.00	\$0.00	\$8,956.00	\$8,956.00	100%	100%
29130	Youth Chat Grant	\$0.00	\$0.00	\$0.00	\$9,850.40	\$9,850.40	\$8,609.80	\$0.00	(\$8,609.80)	\$1,240.60	0%	13%
31200	Public School Capital Outlay	\$5,600.00	\$135.36	\$5,735.36	\$9,850.40	\$5,735.36	\$825.13	\$258.37	\$4,651.86	\$4,651.86	81%	81%
31400	Special Capital Outlay-State	\$339,578.00	\$339,578.00	\$339,578.00	\$339,578.00	\$339,578.00	\$28,298.17	\$311,279.87	(\$0.04)	(\$0.04)	0%	0%
31600	Capital Improvements HB-33	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	100%	100%
31701	SB9 Ad Valorem	\$378,015.00	\$132,956.20	\$510,972.20	\$510,972.20	\$510,972.20	\$107,735.13	\$270,065.26	\$133,171.81	\$133,171.81	26%	26%
31703	SB-9 State Match Cash	\$361,857.00	\$23,948.41	\$385,805.41	\$385,805.41	\$385,805.41	\$32,415.75	\$22,267.61	\$331,122.05	\$331,122.05	86%	86%
		\$12,338.00	\$0.00	\$12,338.00		\$12,338.00	\$0.00	\$0.00	\$12,338.00	\$12,338.00	100%	100%
Fund Totals		\$6,049,063.00	\$602,288.28	\$6,311,773.28	\$1,270,814.40	\$7,582,587.68	\$1,557,159.68	\$2,923,324.79	\$1,831,288.81	\$3,102,103.21	29%	41%

Disapproved
Pending PED
Approval
New BAR

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-047-2122-0014-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2021-2022

Entity Name: Public Academy for Performing Arts

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Rhonda Cordova, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-604-5056

Email: rhondacordova1000@outlook.com

FLOWTHROUGH ONLY

Budget Period: 07/01/2021

To: 06/30/2022

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Revenue 24316.0000.41924 \$4,570

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24316 USDE CRRSA ESSER II 84.425D SHARE ID - PED2431 6GY201 - Air Quality	2600 Operation & Maintenance of Plant	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$4,570	\$4,570	
					Sub Total	\$4,570		
					Indirect Cost			
					DOC. TOTAL	\$4,570		

Justification:

FY22 Award

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Approvals by Digital Signature

<u>Name</u>	<u>Role</u>	<u>Date</u>
Rhonda Cordova	Business Manager	12/14/2021 7:39:32 AM

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-047-2122-0015-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2021-2022

Entity Name: Public Academy for Performing Arts

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Rhonda Cordova, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-604-5056

Email: rhondacordova1000@outlook.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2021	To: 06/30/2022
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 24330.0000.41924 \$1,221,214

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	51100 Salaries Expense	2000 Special Programs	1412 Teachers- Special Education		\$263,250	\$263,250	4.00
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	51100 Salaries Expense	2000 Special Programs	1712 Instructional Assistants- Special Education		\$225,471	\$225,471	4.00
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K- 12) Programs	1411 Teachers- Grades 1-12		\$469,243	\$469,243	
24330 24330 - ARP ESSER III CDFA 84.425U	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	1315 Psychologists/C ounselors		\$263,250	\$263,250	3.00
Sub Total						\$1,221,214		11.00
Indirect Cost								
DOC. TOTAL						\$1,221,214		

Justification:

Award Letter

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Approvals by Digital Signature

<u>Name</u>	<u>Role</u>	<u>Date</u>
Rhonda Cordova	Business Manager	12/14/2021 7:46:19 AM

Public Academy for Performing Arts

Issued and Closed POs Report

Accounting Cycle: FY2022; PO Type: [All]; Vendor: [All]; Purchase Order: [All]; Account Expression: ([Fund] >= "11000") ; Include Tax and Shipping: No; Include Closed POs: Yes; Show Detail: Yes;
Created On: 12/10/2021 6:42:59 PM

PO Number	Type	Vendor Name	Date Issued	Status	Days Outstanding	PO Amount	Invoiced Amount	Unencumbered Amount	Remaining Encumbrance
2021-111-1	Dollar	APS	7/1/2020	Closed		\$94,386.74	\$0.00	\$94,386.74	\$0.00
2022-016	Dollar	Matthews Fox, P.C.	7/1/2021	Issued	162	\$5,000.00	\$162.66	\$162.66	\$4,837.34
2022-030-1	Regular	Southwest Copy Systems	7/1/2021	Issued	162	\$7,923.28	\$2,929.97	\$3,884.70	\$4,038.58
2022-019	Dollar	PowerSchool Group, LLC	7/1/2021	Issued	162	\$8,000.00	\$0.00	\$0.00	\$8,000.00
2022-027	Dollar	CNM	7/1/2021	Issued	162	\$8,000.00	\$2,457.17	\$2,457.17	\$5,542.83
2022-018	Dollar	Harris School Solutions	7/1/2021	Issued	162	\$13,000.00	\$11,187.62	\$11,187.62	\$1,812.38
2022-015	Dollar	NM Gas Company	7/1/2021	Issued	162	\$15,000.00	\$2,597.44	\$2,597.44	\$12,402.56
2022-017	Dollar	Moss Adams LLP	7/1/2021	Closed		\$15,000.00	\$13,214.69	\$15,000.00	\$0.00
2022-028	Dollar	ACES	7/1/2021	Issued	162	\$20,000.00	\$4,848.46	\$4,848.46	\$15,151.54
2022-026	Dollar	CES	7/1/2021	Issued	162	\$26,538.93	\$8,229.01	\$8,229.01	\$18,309.92
2022-014	Dollar	PNM	7/1/2021	Issued	162	\$35,000.00	\$15,621.01	\$15,621.01	\$19,378.99
2022-008	Dollar	ABCWUA	7/1/2021	Issued	162	\$38,000.00	\$16,554.12	\$16,554.12	\$21,445.88
2022-025	Dollar	Central Region Educational Cooperative	7/1/2021	Issued	162	\$47,112.19	\$15,566.04	\$15,566.04	\$31,546.15
2022-037	Dollar	Labatt Food Service	7/1/2021	Issued	162	\$53,000.00	\$25,015.11	\$25,015.11	\$27,984.89
2022-020	Regular	Rhonda Cordova	7/1/2021	Issued	162	\$64,725.12	\$26,988.80	\$26,988.80	\$37,756.32
2022-007	Regular	NMPSIA	7/1/2021	Closed		\$66,989.00	\$66,989.00	\$66,989.00	\$0.00
2022-013	Dollar	APS	7/1/2021	Closed		\$355,153.00	\$0.00	\$355,153.00	\$0.00
2022-066	Dollar	APS	7/1/2021	Closed		\$386,500.00	\$9,994.93	\$386,500.00	\$0.00
2022-003-1	Dollar	BYU Continuing Education	7/2/2021	Issued	161	\$7,000.00	\$1,950.00	\$1,950.00	\$5,050.00
2022-030	Regular	Southwest Copy Systems	7/13/2021	Closed		\$6,923.28	\$0.00	\$6,923.28	\$0.00
2022-045	Regular	Shamrock Supply	7/14/2021	Closed		\$5,172.50	\$5,172.50	\$5,172.50	\$0.00
2022-049-1	Dollar	Sweetwater	7/15/2021	Closed		\$5,753.93	\$5,753.93	\$5,753.93	\$0.00
2022-049	Regular	Sweetwater	7/15/2021	Closed		\$5,753.93	\$0.00	\$5,753.93	\$0.00
2021-111-2	Dollar	APS	7/20/2021	Closed		\$96,805.46	\$96,805.46	\$96,805.46	\$0.00
2022-081	Regular	Best Buy Business Advantage	8/9/2021	Closed		\$5,670.00	\$5,670.00	\$5,670.00	\$0.00
2022-085	Dollar	ACES	8/11/2021	Issued	121	\$6,000.00	\$437.85	\$437.85	\$5,562.15
2022-094	Regular	Best Buy Business Advantage	8/17/2021	Closed		\$9,450.00	\$9,450.00	\$9,450.00	\$0.00
2022-099	Regular	Best Buy Business Advantage	8/18/2021	Closed		\$5,292.00	\$5,292.00	\$5,292.00	\$0.00
2022-117	Regular	Apple Education Sales	8/24/2021	Closed		\$11,472.00	\$0.00	\$11,472.00	\$0.00
2022-134	Regular	Amazon.com	8/31/2021	Closed		\$17,218.97	\$0.00	\$17,218.97	\$0.00
2022-134-1	Regular	Amazon.com	8/31/2021	Closed		\$17,293.22	\$17,293.22	\$17,293.22	\$0.00
2022-117-1	Regular	Apple Education Sales	9/3/2021	Closed		\$5,116.00	\$5,116.00	\$5,116.00	\$0.00
2022-150	Regular	Berry Medics	9/9/2021	Closed		\$7,980.00	\$0.00	\$7,980.00	\$0.00
2022-066 b	Dollar	APS	9/30/2021	Issued	71	\$271,000.00	\$934.74	\$934.74	\$270,065.26
2022-189	Regular	Public Charter Schools of New Mexico	10/6/2021	Closed		\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
2022-252	Regular	Josten's	11/5/2021	Issued	35	\$9,960.00	\$3,158.00	\$3,320.00	\$6,640.00
2022-262	Regular	APS Board of Education	11/19/2021	Issued	21	\$339,578.04	\$141,490.85	\$141,490.85	\$198,087.19
Sub Total						\$2,275,870.58	\$624,064.06	\$1,518,238.96	\$757,631.62

SAMPLE Charter School
Governing Council
Date

- **Total Revenue vs. Cash Balance**
 - *Include Graph that shows historical trend*
- **Intended Use**
 - *Paragraph or Two Explaining the Intended Use*
 - *Example: SAMPLE Charter School has a Governing Council policy to maintain Cash Balances at 5%. This has allowed us to look for a permanent home. We have located a facility at 3420 Escobedo Blvd. NE and the cash balance will allow us to enter into a Lease Purchase of this facility.*
 - *Include Photo and Map*
- **Resolution from Governing Council**

GOVERNING COUNCIL

SAMPLE Charter School ♦ Albuquerque, New Mexico

Resolution

PROVIDING THAT THE SAMPLE CHARTER SCHOOL GOVERNING COUNCIL ENTER ITS APPEARANCE AND INDICATE ITS SUPPORT OF THE INTENDED USE OF THE CASH RESERVES.

WHEREAS, TEXT; and

WHEREAS, TEXT ; and

WHEREAS, TEXT; and

NOW, THEREFORE, BE IT RESOLVED TEXT.

BE IT FURTHER RESOLVED TEXT.

BE IT FURTHER RESOLVED TEXT.

ADOPTED and signed this XXst day of September, 2021.

NAME, President

NAME, Vice President

NAME, Secretary

NAME, Member

NAME, Member

NAME, Member

NAME, Member



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 December 2021

Melanie will be out of the office Tuesday, 1/18 and Wednesday, 1/19

- **Operations, Facility**
 - APS Site Visit results
 - Portable will **not** be in by January
 - Security gates at service entrance and alley installed
 - Semester 1 ends 12/17/21
 - STARS 80TH DAY REPORT
 - Personnel – Retirement, Filled math position
- **COVID**
 - Vaccination clinic Friday, 12/10, about 30 people vaccinated
- **Foundation and PTSO**
 - 20th Anniversary Gala January 14, 2022. Mark your calendars!! Full show, advertising, need names for invitations
- **Events + Performing Arts**
 - Guitar, piano, band and orchestra concerts – filled Café and Choir bldg
 - Holiday Stroll – Music and Art - December Spotlight during lunch – 12/10
 - Blood Drive, sponsored by NHS, on Thursday, 12/16
- **Academics**
 - In-services – December 17 includes Autism Training, January 4 includes quarterly/interim assessment data analysis, Race, Racism & Racialized Aggression training, finalize math targeted assistance revamp

UPCOMING EVENTS

<https://docs.google.com/spreadsheets/d/1wq6NmWoZg2J3Rhi88Jl3pAKmSAF-IHtqMUPDsyHtqFc/edit?usp=sharing>

Jan 4 Inservice Jan 4 Lottery Opens, please help spread the word! Jan 5 Semester 2 begins Jan 5 – 8 Music All State Jan 11 Senior Parent Meeting Jan 14 20th Anniversary Platinum Gala NHCC 7pm Jan 15 Winter Ball Student Council Jan 17 No School MLK Jr. Holiday	Jan 21 Honor Roll Ice Cream Social Jan 21 National Junior Honor Society Induction Jan 22 Charter School Fair Jan 23-29 National School Choice Week Jan 25 Prospective Student Open House Jan 26 National Honor Society Induction Ceremony Jan 27-29 Choir All State
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STARS – 80D

December 1, 2021

Public Academy for Performing Arts

Total Students = 437

Female = 314 and Male = 123

06th Grade = 67

07th Grade = 69

08th Grade = 70

09th grade = 69

10th Grade = 61

11th Grade = 50

12th Grade = 51

Ethnicity

American Indian/Alaskan Native = 06, Asian = 05,

Black or African American = 16, Caucasian = 165,

Native Hawaiian/Other Pac Islander = 03 and Hispanic = 242

Special Education = 46

AU = 04 ED = 01

OHI = 07 SLD = 35



D.1 Budget Process

PAPA will prepare and adopt an annual budget in accordance with statutory requirements. The budget is prepared under the direction of the Executive Director, and must be approved by the Governing Council. An open forum for the budget will be held in first quarter of the calendar year, prior to the development of the budget. The Governing Council approves the budget in phases. Phase 1 is based upon SEG (State Equalization Guarantee) funding. Phase 1 of the budget will be submitted to the Charter authorizer for approval. Once approved by the Governing Council, the operating budget is reviewed and approved by APS and included separately in the Once approved, proposed increases, decreases and adjustments to the finalized budget must be approved by the Governing Council. Upon such approval, the proposed budget changes must be presented to the State Department of Education for approval. budget submission to the State Department of Education pursuant to the Public School Finance Act and the 1999 Charter Schools Act.

~~Proposed increases, decreases and adjustments to the finalized budget must be approved by the Governing Council. Upon such approval, the proposed budget changes must be presented to the State Department of Education for approval. Once all approvals are in place, the change is recorded in PAPA's Financial Management System and the adjustment is made to the original budget. Upon completion of the final close for each fiscal year, PAPA determines the actual cash balances for all funds and reports them to APS~~ the authorizer by the designated deadline.

Update bylaws to change "APS" to "Authorizer" which more accurately reflects our relationship with our authorizer.