



**Agenda
Governing Council
DRAFT MINUTES**

Thursday, March 21, 2024, 4:15pm, National Hispanic Cultural Center
Public Academy for Performing Arts Campus
11800 Princess Jeanne Ave NE, Albuquerque, NM 87112

Type of meeting: Community/Monthly

Chair: Barbara CampBell

Invited to Attend

1. Elizabeth Roybal, GC Member	5. David Littlefield, GC Member	9. Virginia Wilmerding, Staff Representative	Scheduled Guests:
2. Renai Edwards, GC Member	6. Issac Trujillo, GC Vice President	10. Rhonda Cordova, Business Manager	
3. Jessica Short, Secretary	7. Paul Paradise, GC Member	11. Tamara Lopez, Executive Director	Scheduled Absence:
4. Barbara CampBell, GC President	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 4/7 voting members)	Chair	4:15 p.m.
2. Welcome and Introductions	Chair	4:17p.m.
3. Approval of Agenda ACTION ITEM -	All	4:20 p.m.
4. Approval of Previous Meeting Minutes (2/29/24) ACTION ITEM -	All	4:21p.m.
5. Open Forum for Public Comment (Form Required) -		4:22 p.m.
6. Budget & Finance Committee Report - a. February Financial Report - b. BARS/Permanent Transfer ACTION ITEM - c. POs over \$5,000 - d. Business Management Contract Renewal ACTION ITEM-	Elizabeth Roybal and Rhonda Cordova	4:23p.m.
7. Executive Director's Report a. Written Report b. Out of State Travel Request- School Leadership Action Item	Tamara Lopez	4:26 p.m.
8. Organizational Business a. President's Report	Barbara CampBell	4:36 p.m.
9. Executive Session- Limited Personnel Matters -	Barbara CampBell	4:50 p.m.
10. Adjourn -	Barbara CampBell	5:20 pm

----- 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 – Jessica Short (Chair), Tamara Lopez, Rhonda Cordova, David Littlefield, Donna Krasnow, Stephanie Cottell
Finance Committee – Liz Roybal (Chair), Paul Paradise, Rhonda Cordova, Tamara Lopez, Renai Edwards, 8:00 a.m. Monthly, Tuesday before Council Meeting.
Long-Range Planning – Barb CampBell (Chair), Paul Paradise, Renai Edwards, Tamara Lopez, Naomi Montoya, Virginia Wilmerding,
Performing Arts Committee – Liz Roybal (Chair), David Littlefield, Issac Trujillo, Tamara Lopez, Naomi Montoya
Policy Review Committee – Jessica Short (Chair), Isaac Trujillo, Paul Paradise, Tamara Lopez, Virginia Wilmerding
Executive Director Evaluation Committee- Liz Roybal, Paul Paradise, Issac Trujillo
GOVERNING COUNCIL MEETING DATES 2023-24 Meetings take place at PAPA the last Thursday of each month at 4:15 in room 21.

Meeting Dates: 7/27, 8/31, 9/28, 10/26, 11/30, 12/14, 1/25, 2/29, 3/21, 4/25, 5/30, 6/27



Agenda
Draft Minutes
Governing Council
Thursday, February 29, 2024, 4:15pm, Room 21
 Public Academy for Performing Arts Campus
 11800 Princess Jeanne Ave NE, Albuquerque, NM 87112

Type of meeting: Community/Monthly

Chair: Barbara CampBell

Invited to Attend

1. Elizabeth Roybal, GC Member	5. David Littlefield, GC Member	9. Virginia Wilmerding, Staff Representative	Scheduled Guests:
2. Renai Edwards, GC Member	6. Issac Trujillo, GC Vice President	10. Rhonda Cordova, Business Manager	
3. Jessica Short, Secretary	7. Paul Paradise, GC Member	11. Tamara Lopez, Executive Director	Scheduled Absence:
4. Barbara CampBell, GC President	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 7/7 voting members)	Chair	4:18 p.m.
2. Welcome and Introductions	Chair	4:19 p.m.
3. Approval of Agenda ACTION ITEM - LIZ ROYBAL 1ST, ISSAC TRUJILLO - 2ND - APPROVED 7/7	All	4:20 p.m.
4. Approval of Previous Meeting Minutes (1/25/24) ACTION ITEM - LIZ ROYBAL 1ST, RENAI EDWARDS - 2ND, APPROVED 7/7	All	4:21p.m.
5. Open Forum for Public Comment (Form Required) - NONE 1. Public Hearing for 2023-24 Budget - Public Comment and Questions - NONE		4:22 p.m
6. Budget & Finance Committee Report - Liz Roybal, Rhonda Cordova, Renai Edwards, Paul Paradise, Tamara Lopez - met 2/27 a. January Financial Report - Issac Trujillo 1st, Renai Edwards - 2nd, Approved 7/7 b. BARS/Permanent Transfer ACTION ITEM - BAR 0015-I (ESTABLISH BUDGET FOR LIBRARY) RENAI EDWARDS - 1ST, BARBARA CAMPBELL - 2ND APPROVED 7/7 c. POs over \$5,000 - Hummingbird Camp, Additional Cafeteria Tables	Elizabeth Roybal and Rhonda Cordova	4:23p.m.
7. Executive Director's Report a. Guest : Rachel Matthew Development Steven Nakamura & Elisa Cardenas Jessica Short Left meeting @ ? b. Written Report c. Calendar consideration- Move Spring Break from March 24-28 to match APS calendar March 17-21-Action Item Liz Roybal - 1st David Littlefield - 2nd Approved 6/6 d. Out of State Travel Request-Institute Legal Issues of Education Individuals with Disabilities Action Item Liz Roybal - 1st David Littlefield - 2nd Approved 6/6 David Littlefield left meeting @ 5:45pm e. Out of State Travel Request- School Leadership Action Item Travel request Action to be moved to March meeting with corrections	Tamara Lopez	4:26 p.m.
8. Organizational Business a. President's Report b. Move March Meeting- Action Item Meeting location to be moved to NHCC Issac - 1st Liz Roybal - 2nd Approved 5/5 c. GC Training to date - Reminder to members to finalize training d. Membership Term Review for Elections Liz Roybal will not be renewing for another term and will need to be replaced	Barbara CampBell	4:36 p.m.
9. Executive Session- Limited Personnel Matters - Not Needed	Barbara CampBell	4:50 p.m.
10. Adjourn - Meeting adjourned at 5:54pm	Barbara CampBell	5:20 pm

----- **Statement on Open Forum for Public Comment** -----

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----- **Statement of Non-Discrimination** -----



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Public Academy for Performing Arts

Budget Summary Of Funds Report

Fund	Description	Adopted Budget as of 07/01/2022	Revised Adopted Budget with Initial Budget BARS	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	\$5,028,304.90	\$5,028,304.90	\$118,929.20	\$5,147,234.10	\$130,166.29	\$5,277,400.39	\$2,474,118.64	\$1,615,506.47	\$1,057,608.99	\$1,187,775.28	0.21	23%
21000	Food Services	\$213,761.37	\$213,761.37	\$18,993.20	\$232,754.57		\$232,754.57	\$118,490.40	\$68,538.96	\$55,725.21	\$55,725.21	24%	24%
21100	Universal Free Lunch (State funded)	\$0.00	\$33,455.00	\$33,455.00	\$33,455.00	\$44,409.00	\$77,864.00	\$0.00	\$0.00	\$33,455.00	\$77,864.00	100%	100%
23000	Non-Instructional Support	\$73,893.89	\$73,893.89	\$157,988.82	\$231,882.71		\$231,882.71	\$89,902.01	\$66,812.77	\$75,167.93	\$75,167.93	32%	32%
24106	Entitlement IDEA-B	\$95,134.00	\$95,134.00	\$0.00	\$95,134.00		\$95,134.00	\$60,869.38	\$32,552.78	\$2,211.84	\$2,211.84	2%	2%
24153	English Language Acquisition	\$450.00	\$450.00	\$0.00	\$450.00		\$450.00	\$0.00	\$0.00	\$450.00	\$450.00	100%	100%
24154	Teacher/Principal Training & Recruiting	\$22,156.00	\$22,156.00	\$0.00	\$22,156.00		\$22,156.00	\$2,141.41	\$0.00	\$20,014.59	\$20,014.59	90%	90%
24309	CRRSA - Social Emotional Learning	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$319.51	\$0.00	(\$319.51)	(\$319.51)	0%	#DIV/0!
24330	ARP ESSER III COFA 84.425U	\$662,320.00	\$662,320.00	\$116,315.00	\$778,635.00		\$778,635.00	\$335,295.31	\$360,508.75	\$82,830.94	\$82,830.94	11%	11%
25153	Title XIX MEDICAID 3/21 Years	\$56,087.75	\$56,087.75	\$7,922.80	\$64,010.55		\$64,010.55	\$10,036.63	\$378.97	\$53,594.95	\$53,594.95	84%	84%
26207	CNM Foundation	\$2,012.88	\$2,012.88	\$500.00	\$2,512.88		\$2,512.88	\$1,000.00	\$1,000.00	\$512.88	\$512.88	20%	20%
27107	Literacy For Children @ Risk PED	\$0.00	\$8,121.00	\$8,121.00	\$8,121.00		\$8,121.00	\$0.00	\$0.00	\$8,121.00	\$8,121.00	100%	100%
27109	Instructional Mats - GAA of 2019	\$5,807.05	\$5,807.05	\$0.00	\$5,807.05		\$5,807.05	\$5,807.05	\$0.00	\$0.00	\$0.00	0%	0%
29130	Youth Chat Grant	\$0.00	\$3,681.70	\$3,681.70	\$3,681.70		\$3,681.70	\$283.25	\$2,516.75	\$881.70	\$881.70	24%	24%
31200	Public School Capital Outlay	\$0.00	\$351,931.00	\$351,931.00	\$351,931.00		\$351,931.00	\$234,820.64	\$117,310.32	\$0.04	\$0.04	0%	0%
31400	Special Capital Outlay-State	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00		\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	100%	100%
31600	Capital Improvements HB-33	\$379,167.00	\$379,167.00	\$59,115.06	\$438,282.06		\$438,282.06	\$233,865.41	\$182,424.69	\$21,991.96	\$21,991.96	5%	5%
31701	SB9 Ad Valorem	\$450,513.42	\$450,513.42	\$63,433.44	\$513,946.86		\$513,946.86	\$68,546.58	\$28,231.09	\$417,169.19	\$417,169.19	81%	81%
31703	SB-9 State Match Cash	\$28,906.41	\$28,906.41	\$0.00	\$28,906.41	\$41,403.73	\$70,310.14	\$24,609.17	\$0.00	\$4,297.24	\$45,700.97	15%	65%
Fund Totals		\$7,038,514.67	\$7,435,703.37	\$940,386.22	\$7,978,900.89	\$215,979.02	\$8,194,879.91	\$3,659,405.39	\$2,465,781.55	\$1,853,713.95	\$2,069,692.97	23%	25%

Budget Report as of February 29, 2024

OPERATIONAL

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$5,147,234.10	(\$2,474,118.64)	(\$1,615,506.47)	\$1,057,608.99
			\$130,166.29 Pending BARs
			<u>\$0.00</u>
			\$1,187,775.28

FOOD SERVICES

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$232,754.57	(\$118,490.40)	(\$58,538.96)	\$55,725.21
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$55,725.21

Universal Free Lunch (State funded)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$33,455.00	\$0.00	\$0.00	\$33,455.00
			\$44,409.00 Pending BARs
			<u>\$0.00</u>
			\$77,864.00

ACTIVITIES

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$231,882.71	(\$89,902.01)	(\$66,812.77)	\$75,167.93
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$75,167.93

Entitlement IDEA-B (SPED)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$95,134.00	(\$60,369.38)	(\$32,552.78)	\$2,211.84
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$2,211.84

English Language Acquisition (Title III)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$450.00	\$0.00	\$0.00	\$450.00
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$450.00

Teacher/Principal Training & Recruiting (Title IIA)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$22,156.00	(\$2,141.41)	\$0.00	\$20,014.59
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$20,014.59

CRRSA - Social Emotional Learning

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$0.00	(\$319.51)	\$0.00	(\$319.51)
			\$0.00 Pending BARs
			<u>\$0.00</u>
			(\$319.51)

ARP ESSER III CDFA 84.425U

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$778,635.00	(\$335,295.31)	(\$360,508.75)	\$82,830.94
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$82,830.94

Title XIX MEDICAID 3/21 Years (Can be used for Nursing and Health Office supplies)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$64,010.55	(\$10,036.63)	(\$378.97)	\$53,594.95
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$53,594.95

CNM Foundation (Dual Credit)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$2,512.88	(\$1,000.00)	(\$1,000.00)	\$512.88
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$512.88

Literacy For Children @ Risk PED

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$8,121.00	\$0.00	\$0.00	\$8,121.00
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$8,121.00

Instructional Mats - GAA of 2019

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$5,807.05	(\$5,807.05)	\$0.00	\$0.00
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$0.00

Youth Chat Grant

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$3,681.70	(\$283.25)	(\$2,516.75)	\$881.70
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$881.70

PSCOC LEASE

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$351,931.00	(\$234,620.64)	(\$117,310.32)	\$0.04
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$0.04

Special Capital Outlay-State

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$20,000.00	\$0.00	\$0.00	\$20,000.00
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$20,000.00

Capital Improvements HB-33

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$438,282.06	(\$233,865.41)	(\$21,991.96)	\$182,424.69
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$182,424.69

SB9 State Match

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$513,946.86	(\$68,546.58)	(\$28,231.09)	\$417,169.19
			\$0.00 Pending BARs
			<u>\$0.00</u>
			\$417,169.19

SB-9 State Match Cash (Student used equipment and technology)

<u>Budget</u>	<u>Actuals</u>	<u>Encumbrances</u>	<u>Balance</u>
\$28,906.41	(\$24,609.17)	\$0.00	\$4,297.24
			\$41,403.73 Pending BARs
			<u>\$0.00</u>
			\$45,700.97

Public Academy for Performing Arts

Issued and Closed POs Report

Accounting Cycle: FY2024; 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: 2/20/2024 11:05:22 AM

PO Number	Type	Vendor Name	Date Issued	Status	Days Outstanding	PO Amount	Invoiced Amount	Unencumbered Amount	Remaining Encumbrance
2023-027	Dollar	ACES	7/1/2022	Issued	599	\$7,581.24	\$0.00	\$0.00	\$7,581.24
2023-003	Regular	EGSM Inc.	7/1/2022	Issued	599	\$11,405.41	\$0.00	\$0.00	\$11,405.41
2023-011-1	Dollar	APS	7/1/2022	Issued	599	\$30,313.96	\$6,292.26	\$6,292.26	\$24,021.70
2023-114-1	Dollar	Summit Fire and Security	8/23/2022	Issued	546	\$7,065.74	\$0.00	\$0.00	\$7,065.74
2024-009	Dollar	Mathews Fox, P.C.	7/1/2023	Issued	234	\$5,000.00	\$2,755.64	\$2,755.64	\$2,244.36
2024-033-1	Dollar	Southwest Copy Systems	7/1/2023	Issued	234	\$8,100.00	\$4,802.56	\$4,802.56	\$3,297.44
2024-033	Regular	Southwest Copy Systems	7/1/2023	Closed		\$8,700.00	\$590.65	\$8,700.00	\$0.00
2024-047	Dollar	BYU Continuing Education	7/1/2023	Closed		\$10,000.00	\$0.00	\$10,000.00	\$0.00
2024-047-1	Dollar	BYU Continuing Education	7/1/2023	Issued	234	\$10,000.00	\$560.00	\$560.00	\$9,440.00
2024-018	Dollar	Harris School Solutions	7/1/2023	Closed		\$13,000.00	\$0.00	\$13,000.00	\$0.00
2024-019	Regular	Amazon.com	7/1/2023	Closed		\$14,512.75	\$14,512.75	\$14,512.75	\$0.00
2024-030	Dollar	ACES	7/1/2023	Issued	234	\$20,000.00	\$8,197.69	\$8,197.69	\$11,802.31
2024-018-1	Dollar	Moss Adams LLP	7/1/2023	Issued	234	\$25,000.00	\$19,884.37	\$19,884.37	\$5,115.63
2024-006	Dollar	NM Gas Company	7/1/2023	Issued	234	\$35,000.00	\$11,160.13	\$11,160.13	\$23,839.87
2024-005	Dollar	ABCWUA	7/1/2023	Issued	234	\$38,000.00	\$18,503.71	\$18,503.71	\$19,496.29
2024-004	Dollar	PNM	7/1/2023	Issued	234	\$40,000.00	\$27,107.69	\$27,107.69	\$12,892.31
2024-048	Dollar	Dunn-Chavez, Melanie	7/1/2023	Issued	234	\$48,440.00	\$24,469.61	\$24,469.61	\$23,970.39
2024-001	Regular	NMPSIA	7/1/2023	Closed		\$71,270.00	\$71,270.00	\$71,270.00	\$0.00
2024-029	Dollar	CES	7/1/2023	Issued	234	\$72,185.15	\$28,211.84	\$28,211.84	\$43,973.31
2024-069	Dollar	Central Region Educational Cooperative	7/1/2023	Issued	234	\$74,908.39	\$19,730.92	\$19,730.92	\$55,177.47
2024-037	Dollar	Labatt Food Service	7/1/2023	Issued	234	\$84,000.00	\$63,722.84	\$63,722.84	\$20,277.16
2024-010	Regular	Rhonda Cordova	7/1/2023	Issued	234	\$86,100.00	\$53,812.35	\$53,812.35	\$32,287.65
2024-002	Regular	APS Board of Education	7/1/2023	Issued	234	\$351,930.96	\$234,620.64	\$234,620.64	\$117,310.32
2024-003	Dollar	APS	7/1/2023	Issued	234	\$385,000.00	\$226,597.01	\$226,597.01	\$158,402.99
2024-050	Regular	Amazon.com	7/12/2023	Closed		\$10,085.56	\$10,085.56	\$10,085.56	\$0.00
2024-049	Regular	Sawvas	7/12/2023	Closed		\$7,938.75	\$7,938.75	\$7,938.75	\$0.00
2024-057	Regular	IXL	7/17/2023	Closed		\$5,300.00	\$5,300.00	\$5,300.00	\$0.00
2024-062-1	Regular	Sweetwater	7/18/2023	Issued	217	\$18,447.04	\$18,447.04	\$18,447.04	\$0.00
2024-062	Regular	Sweetwater	7/18/2023	Closed		\$18,447.04	\$0.00	\$18,447.04	\$0.00
2024-066	Regular	ACES	7/20/2023	Closed		\$5,950.80	\$5,950.80	\$5,950.80	\$0.00
2024-075	Regular	National Hispanic Cultural Center	7/31/2023	Closed		\$8,042.00	\$8,042.00	\$8,042.00	\$0.00
2024-100	Regular	JMP Academy of Professional Development	8/1/2023	Issued	203	\$5,870.40	\$2,446.00	\$2,446.00	\$3,424.40
2024-080	Regular	Baum's Music	8/3/2023	Closed		\$5,000.00	\$934.72	\$5,000.00	\$0.00
2024-116	Regular	Best Buy Business Advantage	8/17/2023	Closed		\$45,395.76	\$45,395.76	\$45,395.76	\$0.00
2024-099-1	Dollar	Labatt Food Service	9/1/2023	Closed		\$5,000.00	\$4,525.60	\$5,000.00	\$0.00
2024-149	Dollar	CNM	9/5/2023	Issued	168	\$10,000.00	\$4,784.08	\$4,784.08	\$5,215.92

2024-205	Dollar	CES		9/29/2023	Issued	144	\$47,741.40	\$7,464.33	\$7,464.33	\$40,277.07
2024-207	Regular	Josten's		10/2/2023	Issued	141	\$18,000.00	\$8,000.00	\$8,000.00	\$10,000.00
2024-217	Dollar	Harris School Solutions		10/3/2023	Issued	140	\$13,000.00	\$12,569.29	\$12,569.29	\$430.71
2024-249	Dollar	Terracon Consulting, Inc.		10/23/2023	Closed		\$8,717.63	\$0.00	\$8,717.63	\$0.00
2024-364	Dollar	Labatt Food Service		1/2/2024	Issued	49	\$5,000.00	\$1,767.31	\$1,767.31	\$3,232.69
2024-413	Regular	Hummingbird Music Conference Center		2/5/2024	Issued	15	\$11,250.00	\$0.00	\$0.00	\$11,250.00
2024-434-1	Regular	National Business Furniture		2/16/2024	Issued	4	\$12,891.48	\$0.00	\$0.00	\$12,891.48

NO NEW POs OVER \$5000

TRAVEL REQUEST FORM

Name: Tamara Lopez

Title: Director

Name of Conference/Workshop: The National Conference on School Leadership

Date of Conference/Workshop: July 15 - 17, pre-conference July 14, travel day July 13

Location: Nashville, TN

ESTIMATED TRAVEL COSTS

Out of State Travel - Requires Board Approval

Airline Ticket	\$ <u>600.00</u>
Hotel (Receipts required - actual expenses up to \$220 per night)	\$ <u>\$1,572.79</u>
Rental Car (Rental cars not included if hotel is adjacent to conference)	\$ _____
Meals: Out of State (Receipts required - actual expenses for meals up to \$45 a day - may be claimed after travel) (Alcoholic beverages will not be reimbursed)	\$ <u>\$225.00</u>
Other Allowable Expenses: (Parking, shuttle, bus, etc. - may be claimed after travel)	\$ <u>\$250.00</u>
Total Registration Fees:	\$ <u>\$770.00</u>
TOTAL ESTIMATED COST OF TRAVEL:	\$ <u>\$3,417.79</u>

Approved By: GC Board Member

Print Name: _____

Signature: _____

In-State Travel

Hotel: In-State (Receipts required - actual expenses up to \$125 per night)	\$ _____
Rental Car or Mileage: (\$46)	\$ _____
Meals: In-State (Receipts required - actual expenses for meals up to \$30 a day - may be claimed after travel) (Alcoholic beverages will not be reimbursed)	\$ _____
Other Allowable Expenses: (Parking, shuttle, bus, etc. - may be claimed after travel)	\$ _____
Total Registration Fees:	\$ _____
TOTAL ESTIMATED COST OF TRAVEL:	\$ _____

Approved By: Executive Director

Print Name: _____

Signature: _____

TRAVEL REQUEST FORM

Name: Jennifer Molina

Title: Assistant Director

Name of Conference/Workshop: The National Conference on School Leadership

Date of Conference/Workshop: July 15 - 17, pre-conference July 14, travel day July 13

Location: Nashville, TN

ESTIMATED TRAVEL COSTS

Out of State Travel - Requires Board Approval

Airline Ticket	\$ 600.00
Hotel (Receipts required - actual expenses up to \$220 per night)	\$ 1,572.79
Rental Car (Rental cars not included if hotel is adjacent to conference)	\$
Meals: Out of State (Receipts required - actual expenses for meals up to \$45 a day - may be claimed after travel) (Alcoholic beverages will not be reimbursed)	\$ 225.00
Other Allowable Expenses: (Parking, shuttle, bus, etc. - may be claimed after travel)	\$ 250.00
Total Registration Fees:	\$ 770.00
TOTAL ESTIMATED COST OF TRAVEL:	\$ 3,417.79

Approved By: GC Board Member

Print Name:

Signature:

In-State Travel

Hotel: In-State (Receipts required - actual expenses up to \$125 per night)	\$
Rental Car or Mileage: (\$.46)	\$
Meals: In-State (Receipts required - actual expenses for meals up to \$30 a day - may be claimed after travel) (Alcoholic beverages will not be reimbursed)	\$
Other Allowable Expenses: (Parking, shuttle, bus, etc. - may be claimed after travel)	\$
Total Registration Fees:	\$
TOTAL ESTIMATED COST OF TRAVEL:	\$

Approved By: Executive Director

Print Name:

Signature:



The School Leadership Conference is renowned for its comprehensive program tailored specifically to address the challenges and opportunities facing educational leaders. The conference agenda covers a wide range of topics, including innovative teaching methodologies, effective student engagement strategies, curriculum development, and fostering a positive school culture. Additionally, there will be workshops and seminars focused on leveraging technology in education, enhancing diversity and inclusion in schools, and developing leadership skills to navigate complex educational landscapes.

Attending this conference will provide us with invaluable opportunities to:

1. Gain insights into the latest trends and best practices in educational leadership.
2. Network with fellow educators, administrators, and industry experts to exchange ideas and experiences.
3. Acquire practical tools and strategies to enhance student learning outcomes and promote academic success.
4. Engage in discussions on pertinent issues in education and explore solutions to common challenges faced by school leaders.

By participating in this conference, we are confident that we will return to our school equipped with new knowledge, fresh perspectives, and innovative approaches that will directly benefit our students, teachers, and the overall school community.

We have thoroughly researched the costs associated with attending the conference, including registration fees, travel expenses, accommodation, and meals. The total estimated cost for each administrator is \$3,545.

We believe that investing in professional development opportunities for school leaders is essential to our collective mission of providing high-quality education and fostering student success. Therefore, we kindly request your support in securing the necessary funding to enable my participation in this valuable learning experience.

Thank you for considering our request. We look forward to the possibility of representing our school at this esteemed event and returning with enhanced skills and knowledge to further elevate our educational community.

UNITED

JULY 15-17, 2024 | NASHVILLE, TN

THE NATIONAL CONFERENCE ON SCHOOL LEADERSHIP

POWERED BY
NAESP & NASSP

Next year, NASSP and NAESP are combining forces for **UNITED, the National Conference on School Leadership** on July 15-17, in Nashville. This groundbreaking conference will bring together PreK-12 leaders under one roof to learn, collaborate, and collectively work toward improving our schools.

As a school leader, **UNITED** presents a unique opportunity for you to focus on your leadership growth while networking with peers who understand your challenges and triumphs.

Join us at the heart of Music City next summer for inspiration, innovation, and creativity to push the school leadership profession to new heights:

»» theunitedconference.org





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

Executive Director's Report

March 21, 2024

OPERATIONAL

- APS Site Visits in progress
 - Fall Site Visit 12/19/23 1 pm
 - Financial Site Visit 12/12/23
 - Special Ed Visit 12/14/23
 - Spring Site Visit (Virtual) 4/17/23 10:30 am
 - Spring Site visit on site 2/33/24 -rescheduled by APS
 - Spring Site Visit Review and Performance Framework Overview (Virtual) 5/9/24 2 pm
- Current Enrollment 6th Grade: 71, 7th Grade: 74, 8th Grade: 67, 9th grades: 65, 10th Grade:51, 11th Grade: 56, 12th Grade:51 Total: 435
- New Student Orientation 2/22/24 8am- Noon
- Safety Plan Approved 3/14/24
- 180 day Rule- Will submit for waiver

VISIBILITY

- Application submitted for NMCSP SY 24-25 Phase I Expansion 3/14/24
- NHS Blood Drive Collected 23 Units will save 69 lives!

ACADEMICS

- Quarter 3 Course Failures: 6th-13, 7th- 16, 8th-16, 9th-12, 10th-18, 11th-10, 12th-0= 85 total
- Quarter 3 A & A/B Honor Roll- 6th- 33, 7th- 20, 8th- 46, 9th-34, 10th-19, 11th-31, 12th-35 Total= 218/444= 49%
- Report Cards & Progress Towards Goals for IEP students mailed week of 3/11
- Included with Report Cards Middle School interim math & ELA data reports/unofficial transcripts for grades 10&11

ARTS

All Band, Orchestra, and Guitar groups attending MPA earn superior ratings! Choir MPA 3/20
Senior Showcase 3/22/24 National Hispanic Cultural Center

Events

3/22-New Student Orientation & Staff In-Service
3/21- Senior Showcase 7pm NHCC
3/25-3/29 Spring Break
4/10 & 4/11 State Testing
4/29 Quarter 4 Progress Report Grades Due

Quarter 1										
Issue	#	low level response/mediate/ make right/Parent Conference/Essay	Lunch Detention	ISS	OSS	left PAPA				
Defiance	2		1			1				
Disrespect to property/vandalism	0									
Drugs/alcohol	1					1				
Harassment/bullying	0									
PDA	0									
Physical Aggression	6	2	1			3				
Sexual Misconduct/Harassment	0									
Social concerns, mediation, communication or friendship issues	0									
Theft	3	1				2				
Truancy	5		1							
Weapon	1					1				
UPDATED 10/2/23		18	3	3	0	8	0			

Total students enrolled

460

number students w any referrals

total referrals 24

Students referred

16 total

3.40%

3+ referrals	2	3+ referrals	0.40%
2-3 referrals	3	2-3 referrals	0.60%
1 referral	11	1 referral	2.30%
460-16=444	444	No Referrals	96.50%

Quarter 2							
Issue	#	low level response/mediate/ make right/Parent Conference/Essay	Lunch Detention	ISS	OSS	left PAPA	Re-integration Mtg & Reflection Paper
Defiance	3			1	2		2
Disrespect to property/vandalism							
Drugs/alcohol	6				6		6
Harassment/bullying	1	1					
PDA							
Physical Aggression	6		2		4		4
Sexual Misconduct/Harassment							
Social concerns, mediation, communication or friendship issues							
Theft							
Truancy	8		8				
Weapon	1				1		1
UPDATED 12/7/23							
Total students enrolled	456						
number students w any referrals							
total referrals	25						
Students referred	20 total 4.30%						
3+ referrals	1	3+ referrals	0.20%				
2-3 referrals	1	2-3 referrals	0.20%				
1 referral	20	1 referral	4.30%				
456-17=446	436	No Referrals	95.60%				

Quarter 3

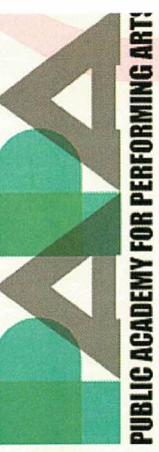
Issue	#	low level response/mediate/ make right/Parent Conference/Essay/ apology letters etc.	Lunch Detention	ISS	OSS	left PAPA	Re-integration Mtg & Reflection Paper
Defiance	5	1		3	1		4
Disrespect to property/vandalism	2	2					2
Drugs/alcohol	11				10		10
Harassment/bullying	5		2	2	1		3
PDA	0						
Physical Aggression	0						
Sexual Misconduct/Harassment	0						
Social concerns, mediation, communication or friendship issues	4	3		1			1
Theft	1				1		1
Truancy	5	2		3			3
Weapon	0						
Other	1	1					

Total Referrals	34	
3+ referrals	0	0%
2-3 referrals	3	0.70%
1 referral	28	6.30%
0 Referrals	408	93%

Total Students Enrolled Q3 439



PAW-TENTIAL



PANDA ASSESSMENT WEEK

APRIL 8-12, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
<div>REGULAR SCHOOL DAY</div>	<div><div>Breakfast</div><div>7:30-8:00 Breakfast 8:00-8:25 Mindfulness</div><div>8:30-12:00 Grades 6 & 7 Math Session 1 (60 min) + ELA Session 1 (60 min)</div><div>grade 8 Math Session 1 (60 min) + ELA Session 1 (60 min) + Science 1 (60 min)</div><div>grades 9, 10 Pre-ACT Sessions 1& 2</div><div>grade 11 Pre Administration SAT Science Sessions 1, 2, & 3</div><div>12-1 lunch for all</div><div>Workshops Panda Games MS</div></div>	<div><div>Breakfast</div><div>7:30-8:00 Breakfast 8:00-8:25 Mindfulness</div><div>8:30-12:00 Grades 6 & 7 grades 6, 7 + ELA 2 (90 min) Math Session 2 (60 min, calc)</div><div>8 Science Session 2 (60 min) + Math Session 2 (60 min) + Science Session 3 (60 minutes)</div><div>grades 9, 10 Pre-ACT Sessions 3 & 4</div><div>grade 11 SAT 8:30-12 noon</div><div>12-1 lunch for all</div><div>Workshops Panda Games HS</div></div>	<div>All Grades except 8th grade resume normal schedule.</div> <div>8th English 8:10 am Session 2 (90 min)</div> <div>Senior Cap Decorating</div>	<div>Senior Trip</div> <div>CLASS of 2024</div>



PAPA
PUBLIC ACADEMY FOR PERFORMING ARTS

8TH GRADE PROMOTION

Celebration



5:00-6:00pm | Certificate Presentation & Photos
 5:30-6:00pm | Pizza for 8th Graders
 6:00-9:00pm | All You Can Play Activities
 8th grade student admission will be paid for by PAPA!

MAIN EVENT

4040 Pan American Fwy NE
 5:00pm - 9:00pm



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Tamara Lopez, Executive Director

Dear Parents/Guardians of 8th Grade Students,

We are thrilled to announce the upcoming 8th-grade promotion celebration scheduled for **Thursday, May 16, 2024**. This special event marks a significant milestone in your child's academic journey, and we cordially invite you to join us in commemorating their achievements. The celebration will take place at Main Event, 4040 Pan American Fwy NE, starting at 5:00 PM and concluding at 9:00 PM. Below is a breakdown of the evening's activities:

- **5:00-6:00 PM: Room Rental for Pictures and Certificate Presentation**
Capture the memories of this momentous occasion with photographs and receive certificates commemorating your child's successful completion of 8th grade.
- **5:30-6:00 PM: Pizza for 8th Graders**
Enjoy a delicious pizza dinner with fellow classmates as a token of appreciation for their hard work throughout the school year.
- **5:00-9:00 PM: All You Can Play Activities**
Experience an evening of excitement with unlimited access to various activities, including Laser Tag, Gravity Ropes, Bowling, and Arcade games (each student will receive a \$10 card).

Please note the following important details:

The PAPA Junior Honor Society and Student Council have been fundraising all year to help pay for this event. **8th Grade student admission will be paid for by these clubs.** The price of admission includes bowling shoes. We do however need a confirmation of attendance to secure your child's ticket. We will be sending home a permission slip and confirmation of intent to participate.

Parents are welcome to attend the celebration, and while the Main Event remains open to the public, we kindly ask that you reserve your own lanes for bowling and purchase food and arcade games separately.

Expected Behavior: All 8th-grade students must uphold exemplary behavior throughout the event and at school leading up to the celebration. This includes maintaining excellent school attendance, class work completion and school behavior expectations as students will be serving as ambassadors of our school community. We believe that this celebration provides a well-deserved opportunity for our students to celebrate their accomplishments and create lasting memories with their peers. Thank you for your continued support in making this event a success. If you have any questions or require further information, please do not hesitate to contact the front office. We look forward to celebrating with you and your child on May 16th!

Respectfully,
Tamara Lopez

Executive Director