

**Public Academy For Performing Arts
Governing Council Minutes
Minutes of August 25th, 2008**

**Voting Members Present: Charles Pettitt, Doug Redfield, Sheryl Garcia, Nancy Oriola,
Julian Rivera, Valerie Scott**

Quorum Achieved: Yes. There are 6 voting members present.

Non-voting Members Present: David Margolin, Ginny Wilmerding

Members Absent: Tom Moore

**Guests: Tamara Henderson, Principal; Julie Dexter, AP; Stella Lavis, Admin. Asst.;
Jackie Danfelser, Financial Asst.; Rhonda Lovato, Business Manager**

Agenda Convene Meeting, Roll Call For Quorum.

Item 1 Have 6 voting members present. It's a quorum.

Agenda Approval Of The Agenda

Item 2 Sheryl made the motion to approve the agenda. Doug seconded the motion and it passed unanimously.

Agenda Approval Of Minutes For The GC Meeting Of July 14,2008; Special GC Meeting Of
Item 3 July21, 2008; and Emergency GC Meeting Of July 23, 2008

Valerie made the motion to accept the minutes of July 14, 2008. Nancy seconded the motion and it passed unanimously. Nancy made the motion to accept the minutes of July 21, 2008, Doug seconded the motion and it passed unanimously. Discussion - It was stated that in the future the minutes should be more general. It was noted that APS's Board video tapes its meetings word for word, and that in the past, PAPA did this in a few meetings years ago.

It was said that as long as it's OK in the Open Meetings Act, then we should accept the minutes as is. Someone worried that they go on the web and is therefore uncomfortable with it. Another person said that people should couch their language when attacking others. There was worry that if quotes weren't accurate there would be a problem. Names should not be used in Open Forum What does the Open Meetings Act say? People should be reminded at the outset that things will be written down. Recommendation was made to get training in this process. Valerie made the motion to accept the minutes of July 23, 2008. It was seconded by Sheryl and it passed unanimously.

Agenda Open Forum

Item 4 Julie welcomed the new principal, Tamara Henderson. She said that the last several weeks of school have been amazing considering past hurdles. Mrs. Henderson thanked her and said that she had good people to work with.

Agenda Finance Committee Report – BARS – Audit – RFP Process – Possible Action Item

Item 5 Rhonda presented 2 Internal BARS to close out Year End, 07-08. 07-08 SEG (State Equalization Grant) and 07-08 IDEA-B. Julian made the motion to accept the 2

Internal BARs . Valerie seconded the motion and it passed unanimously. Rhonda Presented Eleven External BARs –

001-047-0809-0001-IB

Beginning mentorship program. Cost \$929 in July. Was finding for last fiscal year, but told to submit it and use it this year.

001-047-0809-0002-I

Additional carryover balance from 07-08. \$66,798.72 is already obligated from 07-08 fiscal year and has been re-encumbered in the 08-09 fiscal year.

001-047-0809-0003-I

Carryover balance from 07-08 fiscal year. Part was obligated funds but not too much.

001-047-0809-0004-IB

IDEA-B funds awarded for 08-09 fiscal year. Most is encumbered. This is new.

001-047-0809-0005-I

Additional SEG carryover from 07-08 fiscal year. Additional interest income not budgeted in prior year.

001-047-0809-0006-I

Carryover balance from 07-08 fiscal year - (\$80,338)

001-047-0809-0007-IB

Carryover balance from 07-08 fiscal year – PNM Foundation - (\$800)

001-047-0809-0008-IB

Carryover balance from 07-08 fiscal year – (\$166,448). Valerie asked about the \$75,000 legislative grant. Rhonda said that wasn't in here. She needs to find the award letter. We did respond by May 1st. There is a question about this. She is asking for a response.

001-047-0809-0009-IB

Carryover balance from 07-08 fiscal year. GO bond for 2007-08. Have until 2010 to Spend it - (\$1,621)

001-047-0809-0010-IB

Carryover balance from 07-08 fiscal year. McCune grant – (\$12,006)

001-047-0809-0011-IB

Initial award letter for lease reimbursement – (\$245,000). Charles wanted to know if we ended up under budget last year. Did we overspend? Rhonda said that we had a surplus. Nancy asked the same question. Same answer.

Rhonda went over the Budget Report as of 8/25/08

- Operational current balance is \$184,723.09
- Instructional materials balance is \$1,836,09. Doesn't include carryover balance barred in.
- IDEA-B balance is \$0. The \$54,903.66 was all encumbered.

Doug made the motion to accept BARs 001-047-0809-0001-IB through 001-047-0809-0011-IB. (Eleven BARs.) Julian seconded the motion and it passed unanimously.

Doug spoke about the Audit. He stated that he wasn't at the Exit Interview but that Rhonda and Valerie were there. He said that we had 10 findings which were pretty much expected. They occurred in 2006-07. Rhonda came on board and has set up things so that this won't happen again. Rhonda can't discuss until the Audit is released and becomes official. There will be a finding re the purchase of computers that were over \$20,000. Before spends money the GC needs to go to the principal level. The question was asked as to who had second authority. Rhonda said that it was maybe Julie who could approve. Rhonda also said that in regards to purchasing, the Board approves the budget but is not responsible for spending. The Board was working with not knowing that we had \$5,000 budgeted. The attorney came with a bill for \$10,000. Valerie noted that we should see the breakdown because both the principal and the GC President were consulting the attorney. Rhonda said that we have to get a contract with Tamara and she will get the contract out. We have to hold up procurement. This has to be year to year. Doug said that the point of tonight's meeting was awareness. A Request For Proposal is now anything over \$50,000. This will involve the Board. First it has to be advertised in the newspaper. We need to get bids. Meets requirements, then comes to the Board for approval. Doug said that if APS has an existing contract we can use them. It was changed in 07-08 from \$20,000 to \$50,000.

Agenda Arts Committee Report

Item 6 Valerie reminded us of the Arts Alliance Web site. There is a lot of wonderful Arts information listed there. The e-mail address is judy@abqarts.com. Valerie also needs to get members for the Arts Committee so that we can support the performing arts staff.

Agenda GC New Member Update

Item 7 Charles said that he was moving forward on this. There was a resolution passed on Oct. 16, 2006 that reduced the GC from 9 to 7 voting members. This will be the configuration – 4 community members; 3 parent members; 2 faculty members; 1 student member (Student Council President). As of October 1st, 3 members will remain – Valerie and Tom are community members and Doug is a parent member. Tom will be president. We will need 2 community members and 2 parent members. He had put out a flyer during registration advertising for new members. We have received 3 resumes. Hopefully we'll receive more. Some discussion – Open House on Thursday night might be a good time to advertise. Valerie mentioned that it needs to be given to everyone. Tamara said that she would put out a note to all parents tomorrow. Ginny volunteered to hand out flyers while on parking lot duty. If we

end up with more candidates than openings, there will be an election. Advertise in Playbill. Give time for candidates to be interviewed by the Nominating Committee. We need to let our needs be known because there is a lot of work to be done on the Governing Council eg the new facility, policies need to be updated and a Charter Renewal needs to be done. Resumes must be submitted by September 3rd.

Agenda Principal's Report

Item 8 See printed report for further information. Tamara said that different departments did reports. She gave us a flyer on demographics. Here is her report:

Facilities:

- Incident report still open/items moldy/damaged by water still being detected.
- Last of floor work/carpeting done today
- Sandbags have been placed along exterior wall for future, landscaper is aware of grass saturation problems, drainage area cleaned out, and BGK is working with engineer to design better drainage system
- We are now on a "single key system" due to security building needs
- We are negotiating the lease for this building sy2009/2010, we were supposed to have numbers today, but they didn't get them prepared for mtg. (Rhonda was present)
- Our first facilities committee mtg. is tomorrow 3:15, all are welcome. This is an information gathering meeting, not a planning meeting per se.
- Met with Tom Savage last week. Charter schools are grouping to work on capital outlay concerns with the new Superintendent
- This Wednesday, I meet with Sue Griffith and Richard Romero

Students

- School met AYP last year
- Student enrollment at 353
- See demographics (include learners with difference) hand-out in packets
- We have had several schedule revisions due to staffing and the need to balance classes into appropriate pupil to teacher ratios

Staff

- Introduce Stella Lavis, new administrative assistant
- We've added one FTE special education teacher, and .5 special ed EA. This is to support the school wide need of 2.5 FTE's for Special Education

Parents

- Parents had their first organized meeting to express support and wish to see school communication improve

- 50-60 folks were in attendance and it was a very positive group, asking appropriate questions and wanting to know how they can help the school. Ms. Valerie Scott and Mr. Tom Moore were in attendance.
- Our Open House is this Thursday 6:00-8:00 PM.

Nancy wanted to know if Roger was still heading the Facilities Committee. Charles said that it was Linda.

Agenda Item 9 Closed Session Under NMSA 1978 10-15-1 (H) for Consideration of Limited Personnel Matters.

Sheryl made the motion to go into Closed Session under above stated law.

Note that David Margolin left the meeting. Roll call of those present – Charles, Tamara, Doug, Valerie, Nancy, Sheryl, Julian, Rhonda, Ginny and attorney, Mary Torres.

Out of Closed Session, Charles stated that the Closed Session was limited to the topic agreed upon. No minutes were taken and no motions were made. Back to Open Session.

Agenda Motion to Adjourn

Item 10 Doug made the motion to adjourn. It was seconded by Julian and it passed unanimously.

Minutes respectfully submitted by Valerie Scott, Secretary.

GC members, please read these minutes carefully and let me know if there are any corrections to be made before our next meeting. Note that I have sent copies to the GC members who were absent so that they will be brought up to date. It would be a good idea to make a copy of this and bring it to the next meeting. Thanks.