

**Public Academy for Performing Art
Governing Council Minutes
Minutes of February 17, 2009**

Voting Members Present: Roger Miller, Doug Redfield, Amy Anderson, Randy Costales
Quorum Achieved: Yes. There are 4 voting members present.
Non-Voting
Members Present:
Members Absent: Su Hudson, Ed Torrez, Gloria Rodriguez , Tom Moore,
Guests: Valerie Scott, Julie Dexter, Tamara Henderson, Rhonda Lovato

Agenda Item 1 – Convene Meeting, Roll Call for Quorum

4 voting members present. Quorum achieved.

Agenda Item 2 – Approval of Agenda

Motion to approve 2/17/09 Agenda: Roger Miller
Seconded: Amy Anderson
Unanimously Passed
Discussion: Correct closed session NMSA 1978 10-14-1(H) to NMSA 1978 10-15-1 (H) on 2/17/09 Agenda

Agenda Item 3 – Approval of Minutes for the 1/12/09 and 1/20/09 GC Meetings

Motion to approve 1/12/09 Minutes GC Meeting: Roger Miller
Seconded: Amy Anderson
Unanimously passed

Motion to approve 1/20/09 Minutes for Special GC Meeting: Randy Costales
Seconded: Roger Miller
Unanimously passed

Agenda Item 4 – Open Forum

Valerie Scott

Valerie would like to discuss starting a Town Hall type of meeting once a month where parents, community members, administration and the GC can discuss issues at PAPA. She would also like to know when the ILP process will start. The GC Meeting Agenda was on website but she would also like to see the dates for all the GC meetings.

David Moyer

David Moyer with Albuquerque Armed Response Team discussed security issues at PAPA. His company installs alarm systems and monitors these systems. He employs recently retired police officers to respond to alarms with immediate response time. He explained to the GC that armed, trained police officers should be the only responders to an alarm call. Staff should never respond and should never enter a building where there are signs of forced entry. He presented a proposal to administration for review.

John Grassham

John Grassham introduced himself as a guest who is interested in the community member position that is needed on the GC. He read about the opening in the Albuquerque Journal. He has been involved with many cultural projects in Albuquerque and would like to get a feel for PAPA and what it means to be a part of the GC by sitting in today.

Randy Costales

Randy Costales explained that there would not be a response to open forum concerns as they are required to be on the Agenda before a discussion takes place. Doug Redfield will add today's concerns to his notes for next month's agenda.

Agenda Item 5– GC Retreat – Scheduled for February 21, 2009

Tom Moore and Doug Redfield have scheduled time for Lisa Grover, Executive Director of the NM Coalition of Charter Schools, to address roles and responsibilities at the GC Retreat.

Items on the Agenda for the GC Retreat are:

- Roles and responsibilities
- GC Calendar
- Subcommittees
- Filling the Vice President and Secretary position
- Filling a position on the Executive Council in order to have a quorum– the EC is not a quorum and needs a permanent resolution
- Charter
- GC Orientation

Randy Costales is willing to step in as Vice President.

Agenda Item 6 – Facility Update

The facility committee met on January 14, 2009 at Design Plus to review the status of the conceptual plan and drawings for the Highland Theater. At that meeting the committee decided that it was imperative that representatives from APS, NDI and the National Institute of Flamenco should meet together. That meeting was scheduled for January 21, 2009.

The facility committee met on January 21, 2009 at Design Plus with representatives from the National Institute of Flamenco and APS. Representatives from NDI were invited to the meeting but declined. The meeting was intended to provide an update to the conceptual redesign of the Highland Theater complex and to get all parties to the plan on the same page. Design Plus gave a brief presentation and passed out updated drawings of the Highland as remodeled.

The NM Legislature is currently in session. This is a long session that allows for a lot of discussions that are not budget related. The Highland Theatre plans have been a topic of discussion among some legislatures.

On February 12, 2009 County Commissioner, Danna Archuleta, met with Tamara Henderson, Julie Dexter and Roger Miller at PAPA. Ms. Archuleta represents the commission district that includes the Highland Theater and any plans for the theater must meet with her approval. Ms. Archuleta voiced her opinions regarding the plans, which she had first seen only two weeks prior.

Tamara Henderson is scheduled to meet with Katherine Oppenheimer of NDI next Tuesday. Cisco McSorley postponed meeting with Tamara.

Legislators have made it clear that there will not be funding for a new buildings next year because of budget cuts.

Agenda Item 7 – Principal Evaluation Document

The committee met on January 20, 2009. At that meeting the committee completed the following revisions to the Principal Evaluation Form:

- Revise the suggested evidence to remove and/or re-word evidence that is inappropriate for PAPA.
- Add new items of suggested evidence to provide a great emphasis on annual goal-setting.
- Procedures that were not appropriate for PAPA (e.g., evaluators performing regular classroom visits) were removed.
- Procedures were amended to remove the Principal's supervisor from specific actions and to replace those instances with Governing Council.
- Definitions were provided to clarify some ambiguous terms.

The committee felt that the work to date addressed all of the key revisions that were needed. There is work outstanding on the evaluation forms and on some document details.

The ad hoc committee recommends that the Governing Council should remand the draft evaluation policy to the Logistics Committee for final edits and to complete the public review process.

The Logistics Committee currently consists of Tamara Henderson, Julie Dexter and Roger Miller. The committee by policy cannot include a majority made up of Governing Council members. Given the current membership, there is one position on the committee open to a Governing Council member.

The Logistics Committee has not scheduled a meeting. School staff is assembling an agenda of items the committee needs to address. That agenda will include renaming the Logistics Committee to the Policy Committee as well as the Principal's evaluation policy. Meetings should be scheduled in the near future.

Amy Anderson volunteered to serve on the logistics committee.

Motion to remand the draft evaluation policy to the Logistics Committee for final edits and complete the final review process: Amy Anderson

Seconded: Roger Miller

Unanimously passed

Agenda Item 8 – GC Vice President/Secretary/Community Member Discussion - Possible Action Item

Vice President:

Randy Costales volunteered to fill Vice President position

Motion to approve Randy Costales as Vice President of PAPA GC: Amy Anderson

Seconded: Roger Miller

Unanimously passed

Secretary:

Randy Costales requested review of roles and responsibilities of the Secretary in the PAPA Policies and Procedures. Roger Miller said that the Secretary is required to sign the principal's contract. The Secretary is not required to take Minutes of the Meetings. Minutes should be taken by staff member. A stipend for a staff member should be added to next year's budget. Secretary is required to be an EC member.

Agenda Item 9 – GC Community Member

Community Member:

John Grassham said that would be interested in the Community Member position. He will serve for another 1.5 years through the Fall of 2010.

Motion to elect John Grassham to Community Member seat: Randy Costales
Second: Amy Anderson
Unanimously passed

Agenda Item 10 – Principal Report

Principal Report
See report.

Tamara requested that the GC vote to remand policy changes to the policy committee.

Motion: Randy Costales
Seconded: Amy Anderson
Unanimously passed

State department has mandated the Next Step Plan and it is also in the PAPA Charter. The estimated completion date is April 30, 2009. PAPA will start with grades 8 – 12 which the State Mandates. Middle school ILP/Next Step Plans will follow. ILP/Next Step Plan has been implemented by 3 staff members.

Nadyne Shimada is responsible for Senior testing, ACT, SAT, scholarship advisement and transcript reviews. This portion is complete.

Dr. David Margolin has been assigned 10th and 11th grade.

Ms. Stephanie Dexter has been assigned 9th grade. This portion is complete.

Agenda Item 11 – Finance Report and BARS

Finance Committee met on February 11, 2009. Tom Moore, Randy Costales, Doug Redfield, Tamara Henderson, Rhonda Lovato and Jackie Danfelser were in attendance.

Reviewed bank recs, budget, journal entries and approved three internal bars. Cash balance is \$105,000.

PAPA received final SEG budget in the amount \$211.00. PED does not require a BAR because of the amount. It will be added to the Cash Balance.

Motion to approve External BAR #001-047-0809-0018-IB – Increase Fund 29102 by \$800.00 for award letter and money received from Target (grant) for film department field trip

Motion: Roger Miller
Seconded: Amy Anderson
Unanimously passed

Motion to approve External BAR #001-047-0809-0019-I – Increase Fund 23000 by \$9,000.00 which represents additional activities revenue received as of 2/11/09.

Motion: Roger Miller
Seconded: Amy Anderson
Unanimously passed

Agenda Item 12 – Closed Session under NMSA 1978 10-15-1(H)

Motion to go into closed session: Amy Anderson
Seconded: Roger Miller
Roll Call – Unanimously passed

No notes, votes or actions were taken during closed session, and that only the items stated on the agenda were discussed.

Motion to offer a contract extension to Tamara Henderson as Principal of PAPA:
Roger Miller
Seconded: Randy Costales
Unanimously passed

Motion that the EC enter into negotiations with Tamara Henderson to finalize conditions of her contract: Roger Miller
Seconded: Amy Anderson
Unanimously passed

Agenda Item 13 – Adjourn

Motion: Amy Anderson
Seconded: John Grassham
Unanimously passed

Respectfully submitted by Jackie Danfelser