

**Public Academy For Performing Arts      17**  
**Governing Council Minutes (Draft)**  
**Minutes of October 20<sup>th</sup>, 2008**

**Voting Members Present: Tom Moore, Randy Costales, Amy Anderson, Roger Miller, Doug Redfield, Valerie Scott**

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

**Non-voting Members Present: Su Hudson, Ed Torrez**

**Members Absent: Gloria Rodriguez**

**Guests: Tamara Henderson, Principal; Rhonda Lovato, Business Manager; Julie Dexter, AP; George Bailey, Faculty; Mary Torres, Atty; Julian Rivera, Parent**

**Agenda Convene Meeting, Roll Call For Quorum**

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

**Agenda Approval of Agenda**

**Item 2 Doug made the motion to approve the agenda. It was seconded by Roger and it passed unanimously.**

**Agenda Approval of Minutes For The GC Meeting of September 15, 2008**

**Item 3 Doug made the motion to approve the minutes of September 15, 2008. Valerie seconded the motion and it passed. (Doug, Valerie and Tom voted. They were the only members present at that meeting. New people here had not yet been on board.)**

**Agenda President's Welcome**

**Item 4 Tom welcomed new members and told them that he was happy that they chose to become part of the GC. He also mentioned that there may be a few things on this agenda for which we may not have time. We will have a meeting next week to get things done eg Election of Officers, Arts Committee Report etc... He thanked the members who came to the Charter Coalition GC Training. He reminded people to read up on the GC Binder.**

**Agenda New Members Sworn In**

**Item 5 The new members were sworn in. All GC members signed the GC Pledge For All Governing Council Members. We will sign The Confidentiality Statement next week.**

**Agenda Closed Session Under NMSA 1978, 10-15-1H for Consideration of Limited Personnel**

**Item 6 Matters, Legal Issues and Public Relations Matters**

**Valerie made the motion to go into Closed Session as stated above. Amy seconded the motion and it passed unanimously. Roll call was taken. Present – Tom, Randy, Roger, Tamara, Valerie, Amy, Doug, Mary Torres.**

Agenda Come Out of Closed Session

Item 7 Tom stated that no notes, votes or actions were taken during the session, and that only the items stated on the agenda were discussed.

Agenda Committee Assignments For New and Existing GC Members

Item 8 (Postponed - will be discussed next week.)

Agenda Open Forum

Item 9 There were no comments.

Agenda Facility Update –Possible Action Item

Item 10 (Postponed – will be discussed next week.)

Agenda Principal's Report

Item 11 See attached written report, but am also including it here. Tamara gave the following Report:

Facilities (current):

- New janitorial service coming on board
- Thefts of small items continue in classroom (primarily over the weekends)
- Still have roof leaks over the music rooms.

Facilities (future):

- Dexter reports that the committee asked that Design Plus and APS continue to investigate the Highland property as a potential school site, even though NDI has been talking with pertinent parties about a lease.

Students:

- Enrollment - 348
- Students who have withdrawn have gone to either Rio Rancho or Los Lunas districts. One to Sandia High to play sports
- Students who learn differently: 55
- Student on 504 plans = 7, students referred to SAT team = 2. These numbers represent 18% of the student body
- Progress reports were mailed Friday
- PSAT was administered to 34 students on 10/16
- Three students suspended due to illegal substance incidents
- Four meetings with families regarding truancy/attendance issues ensued
- A parent/juniors/seniors information meeting is scheduled for November 13, 5:30-8:30 PM

Staff:

- Six hours increased Social Worker hours for student emotional/academic/social support. Girl groups addressing social dynamics (ie. bullying) being implemented at PAPA, under Ms. Padilla
- Nine staff will have attended professional development conferences during September and October to increase student learning and teacher knowledge
- Part time clerical staff is now maintaining and writing Playbill and website for

family communication

- We received the monies for Title 2 schools professional development use. This allocation will be used to send teachers to conferences
- Staff will add 10/31 as an In Service Day, to make up for one flood day. (Students do not attend this day, as per original calendar)
- Proposed and written job descriptions are in GC packets, task will continue to include more staff positions

Parents:

- A group of parents assembled the piano consoles for the piano lab, saving us money. This is a wonderful contribution to PAPA!
- PTSO now has their officers named. Entertainment Books fundraiser is completed. Town Hall meetings begin again, tonight.

Misc:

- We now have one math student teacher and one social studies student teacher. This semester is their observation period
- School committees are now in operation. These committees include SAT (Student Assistant Team), and seniors.
- Band and Choir performances the week of October 13 were well attended and enjoyed.

Tamara described steps being used to deal with truancy. The first step, meets with parents; After 3 days, a phone call is made; After 5 days, a letter is sent; After 7 days, have to meet with Tamara and Charter says after 10 days student may loose credits. Ed mentioned that Les Chanteuses will be performing at the Charter School Conference.

Tamara stated that she had a 4<sup>th</sup> amendment to the Lease that needs to be approved. Tamara has the real lease now. We will vote on this at the next meeting.

Agenda Principal Evaluation – Possible Action Item

Item 12 (Postponed – will be discussed next week.)

Agenda Principal Evaluation Document – Possible Action Item

Item 13 (Postponed – will be discussed next week.)

Agenda Finance Committee Report – BAR's, Audit – Possible Action Item

Item 14 Rhonda presented 2 Internal BAR's

1. 2009-047-003 - \$22,891 moved to cover employee deduction in proper account.
2. 2009-047-004 - \$64,028.02 moved for additional maintenance services, moved to administrative services, Diagnostician and new copier lease.

Roger made the motion to approve the 2 above BAR's. Doug seconded the motion and it passed unanimously.

Rhonda presented 2 External BAR's

1. 001-047-0809-0015-1B - \$12, 432, Title 11A Charter School Allocation for Teacher/Principal Training and Recruiting.
2. 001-047-0809-0016-1 - \$28,500 for Non-Instructional Support. This amount needs

to be added to budget.

Doug made the motion to approve the 2 above External BAR's. Amy seconded the motion and it passed unanimously.

Rhonda went over the Budget Report of 9/9/08. Here are the balances:

- Operational - \$129,601.16. she stated that she has \$36,000 set aside for the lunch program. This will be reimbursed back to us. It comes in monthly increments.
- Instructional Materials - \$28,829.18
- Activities - \$72,807.88
- Idea B - \$0.00
- PNM Foundation - \$800.00
- McCune Grant - \$4,789.90
- Capital Outlay - \$0.00
- Beginning Teacher Mentorship - \$929.00
- Legislative Grant - \$194,770.79

Agenda Motion to Adjourn

Item 15 Randy made the motion to adjourn. Doug seconded the motion and it passed unanimously.

Minutes respectfully submitted by Valerie Scott, Secretary.