



A New Mexico Public Charter School

**The ASK Academy**

*21<sup>st</sup> Century Design Thinking*

**The ASK Academy  
Governing Council Virtual Meeting**  
4550 Sundt Road NE, Rio Rancho, NM

Open Session  
August 12, 2021  
6:30pm

**Agenda**

- I. **Call To Order** **Michael Smith, Chair**
- II. **Establishment of Quorum**
- III. **Pledge of Allegiance**
- IV. **Public Comment**
- V. **Meet the Project Manager: Mr. Christopher Castilleja, High School Spanish**
- VI. **Scholar Presentation: Karishma Robertson, Senior, High School Spanish**
- VII. **Consent Agenda** **Michael Smith, Chair**
  - a. **Approve Minutes of June 10, 2021**
  - b. **Monthly Financial Report– June & July**
  - c. **General Fund BAR# 520-000-2021-0035-M (Informational, Final FY21 BAR)**
  - d. **Financial Summary Reports – June & July**
- VIII. **Reports, Discussion and Possible Action**
  - a. **Recognition of Dr. Jeanne Forrester** **Michael Smith, Chair**
  - b. **Election of Board Candidate Tonya Ross**
  - c. **Finance Committee**
  - d. **Governing Council Meetings & Training**
  - e. **Electronic Board Book**
  - f. **Strategic Plan Update**
  - g. **Finance Overview** **Connie Castilleja, COO**
  - h. **Refinance Update**
  - i. **2021 Legislative Update** **Dr. Alexandra Boyd, CEO**
  - j. **COVID-19 Response: Supplemental School Policies/Procedures Guidebook, Policy 206**
  - k. **CEO Update**

- IX. Announcements
  - a. Next Governing Council Meeting is September 9, 2021
  - b. Governing Council Trainings
  
- X. Adjournment

**The public is welcome to attend via Zoom connection below. If you would like to speak during Public Comment, please email Connie Castilleja at [cdove@theaskacademy.org](mailto:cdove@theaskacademy.org) to be added to the list by 5:00 pm, August 11. You will be given 3 minutes to speak. To maintain Internet safety, a password is now required to join the meeting and is highlighted below.**

**Topic: The ASK Academy Governing Council Meeting**  
**Time: August 12, 2021 06:30 PM Mountain Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/88183929385?pwd=UVhIVksvcVBGR3hIN0UwVGpqM2tOQT09>

**Meeting ID: 881 8392 9385**

**Passcode: 6kXph1**

One tap mobile

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*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Mackenzie Woods at 505.891.0757 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Mackenzie Woods at 505.891.0757 if a summary or other type of accessible format is needed.*



A New Mexico Public Charter School

**The ASK Academy**

*21<sup>st</sup> Century Design Thinking*

## Governing Council Meeting

The ASK Academy  
GC Meeting  
Zoom Video Conference Call

Open Session  
June 10, 2021  
6:30pm

## Minutes

*Attendance:*

Present	Board Members	Title
	Dr. Jeanne Forrester	Chair
	Dr. Denise Gonzales	Vice Chair
X	Michael Malloy	Secretary
X	David Stoliker	Director
	Lindsey Bomke	Director
X	Michael Smith	Director
X	Andrew Bartkus	Director
<b>ASK Academy Members</b>		
X	Dr. Alexandra Boyd	Chief Executive Officer
X	Constance Castilleja	Director of Advancement
	Edward Garcia	HS Principal
	Dan Busse	MS Principal
X	Mackenzie Woods	Business Admin. Assistant
	Michael Vigil	Business Manager
X	Ashley Woodard	Business Manager
X	Cheryl Kemnitz	Parent Support Committee

- I. **Call to Order** – call to order at 6:37 pm.
- II. **Establishment of Quorum** – established in the introductions.
  - a. Dr. Forrester and Dr. Gonzales are not attending this evening. Secretary Malloy will be chairing the meeting in their absence.
- III. **Pledge of Allegiance.**
- IV. **Public Comment** – none.
- V. **Consent Agenda – Director Smith moves to accept the consent agenda as presented, and Director Bartkus seconds the motion. Vote 4-0 to approve the consent agenda as presented.**

Any questions or comments about the consent agenda?

  - Review of the Financials, presented by Ashley Woodard
    - o Budget looks great and ASK is in compliance and on track to end the school year with quite a bit of carryover. Closed 180k worth of PO's last month. There is 170k worth of RfR's waiting for approval. Projected cash carryover is 300k – 350k. Business Manager Woodard is confident the school will end the year in the green, and says the school is in a great financial position.
    - o One BAR for approval this month, operational maintenance BAR.
    - o IDEA-B funding is in full compliance, and the new special education policies will be updated to the school's website. Mrs. Castilleja gives a summary.
- VI. **Reports, Discussion and Possible Action**
  - a. **Election of 2021-2022 Officers - Director Stoliker moves to close the nominations for the election of officers and term renewals for the 2021-2022 year, Director Bartkus seconds. Vote 4-0 to approve the recommendations for officers.**
    - i. Recommending Director Michael Smith to become the Chair for next year.
    - ii. Recommending Vice President Denise Gonzales to remain Vice Chair for next year.
    - iii. Recommending Secretary Michael Malloy to remain Secretary for next year.
    - iv. Recommending renewal of Director Smith and Director Bomke.
  - b. **Appoint 2021-2022 Committees: Audit & Finance – Director Stoliker moves to accept the recommendations for committee assignments and Director Bartkus seconds. Vote 4-0 to approve the recommendations for committee assignments.**
    - i. Recommendations usually come from the chair for the committees.
    - ii. Director Smith recommends Director Bomke and Director Bartkus for these committees.
  - c. **Adopt Annual Resolution, Policy 104 – Director Stoliker moves to accept the resolution and Director Smith seconds. Vote 4-0 to approve the resolution as presented.**
    - i. Discussion about the policy and whether the board can return to in-person meetings and allow for flexibility for others to join virtually in the future.

- ii. Director Stoliker brings up the quorum vs. majority language. Director Smith recommends keeping it a quorum, not a majority. (Quorum for ASK's board is 3 members.)
- d. CEO Update – Dr. Alexandra Boyd presents
  - i. Yesterday Secretary Ryan Stewart came to The ASK Academy as a last minute visit, and it went very well. Dr. Boyd plays a video from the KOB news station highlighting the visit.
  - ii. Graduation was a huge success. Dr. Boyd thanks the board and staff and community members for their attendance and participation!
  - iii. Summer School is under way, and tomorrow is the last day. Ms. Pink, Ms. Price, and Mr. Morales are the three instructors who are conducting summer school.
  - iv. This will be Director Stoliker's last meeting as a director on the board. Dr. Boyd appreciates all of the support provided from Director Stoliker. He has been a detail oriented and big picture planner for the board. He cares about the growth of the organization and all of the individuals that encompass it. Thank you so much!
    - 1. Director Smith adds it was a blast being with Director Stoliker on the finance committee!
    - 2. Director Stoliker says the best thing they did was to work with The Vigil Group and have them take over more of the accounting for the school. The expertise from The Vigil Group is invaluable. Michael Vigil is a huge asset to ASK.
  - v. Update on Staffing
    - 1. Science Teacher position has been offered, pending a reference check.
    - 2. School Safety Officer and Guidance Counselor have good candidates, but no offers made yet.
    - 3. Fully staffed for the new year, save for those last few positions.
    - 4. Business Manager Woodard points out that there should be a BAR in August to add any additional positions to the budget.
  - vi. Performance Framework
    - 1. Modified site visit was done with NM PED. Mission specific goal is that all scholars will be enrolled in a STEM course throughout the year. The threshold for ASK is 70% for meets-standards. Right now ASK is hovering around 73%. Because there are so many middle school students enrolled in Edgenuity, and they do not offer all the same courses ASK offers at the middle school level, we are closer to 70% than we would be in a 'normal' year.
  - vii. Organizational Framework
    - 1. Dr. Boyd thanks Mrs. Castilleja and Ms. Shimada, they have been working for the last 4-6 weeks getting in the funding applications. Everything was submitted in a timely manner.
  - viii. Enrollment – currently 552.
    - 1. ASK ended the year with 552 and held over 550 for the entire school year.

- ix. Middle School Principal position? Ms. Kimberlee Peña-Hansen has accepted the offer to become the middle school principal.
- x. Director Smith congratulates the administration for such an excellent year, despite everything.
- xi. Acting Chair Malloy thanks Dr. Boyd for her report, and asks her and Mrs. Castilleja about the recruitment process to replace Director Stoliker on the board.
  - 1. Dr. Boyd points out that an extension will be requested, ASK cannot meet the 30 day requirement to fill the position. Affinity groups from Intel and Sandia Labs will be contacted to gauge interest.
- xii. Mrs. Castilleja highlights how delightful it has been to work with Director Stoliker. Please keep in touch!

VII. **Announcements**

- a. The next regular GC meeting will be on August 12, 2021.
- b. Acting Chair Malloy appreciates everyone's participation tonight!

VIII. **Adjournment** – the meeting is adjourned at 7:21 pm.

**ASK ACADEMY BUDGETING AND FORECASTING WORKSHEET**

BUDGETS	YTD Total											
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Budgeted Income	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295	\$ 477,295
Monthly Budgeted Costs	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)	(452,295)
Monthly Budget Variance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Cumulative Budgeted Income	\$ 4,772,950	\$ 9,545,900	\$ 14,318,850	\$ 19,092,800	\$ 23,866,750	\$ 28,640,700	\$ 33,414,650	\$ 38,188,600	\$ 42,962,550	\$ 47,736,500	\$ 52,510,450	\$ 57,284,400
Cumulative Budgeted Costs	(4,522,950)	(9,045,900)	(13,568,850)	(18,092,800)	(22,616,750)	(27,140,700)	(31,664,650)	(36,188,600)	(40,712,550)	(45,236,500)	(49,760,450)	(54,284,400)
Cumulative Budget Variance	\$ 250,000	\$ 500,000	\$ 750,000	\$ 1,000,000	\$ 1,250,000	\$ 1,500,000	\$ 1,750,000	\$ 2,000,000	\$ 2,250,000	\$ 2,500,000	\$ 2,750,000	\$ 3,000,000
Monthly Income	\$ 410,897	\$ 337,079	\$ 483,858	\$ 342,041	\$ 337,688	\$ 350,517	\$ 454,275	\$ 646,058	\$ 507,876	\$ 466,951	\$ 372,269	\$ 512,457
Cumulative Income	\$ 4,108,970	\$ 4,446,049	\$ 4,929,907	\$ 5,271,948	\$ 5,609,636	\$ 5,960,153	\$ 6,414,428	\$ 7,060,486	\$ 7,568,362	\$ 8,035,313	\$ 8,412,582	\$ 8,925,039
Monthly Costs	(411,047)	(413,138)	(358,276)	(454,499)	(374,407)	(525,698)	(666,769)	(875,271)	(1,000,628)	(1,176,892)	(1,441,372)	(1,610,270)
Cumulative Cost	(4,110,470)	(4,523,608)	(4,881,884)	(5,336,383)	(5,710,790)	(6,236,488)	(6,903,257)	(7,778,528)	(8,779,156)	(9,956,048)	(11,397,420)	(13,007,690)
Monthly Variance	\$ (1,250)	\$ (759)	\$ 836	\$ (1,458)	\$ (726)	\$ (719)	\$ 1,106	\$ 1,787	\$ (1,152)	\$ (631)	\$ (1,163)	\$ (1,553)
Cumulative Actual Variance	\$ (240)	\$ (991)	\$ (158)	\$ (1,217)	\$ (1,943)	\$ (2,662)	\$ (3,368)	\$ (4,055)	\$ (4,707)	\$ (5,238)	\$ (5,769)	\$ (6,322)
Monthly Income Variance	\$ (66,488)	\$ (200,139)	\$ (6,564)	\$ (135,233)	\$ (139,606)	\$ (176,778)	\$ (25,019)	\$ (68,774)	\$ (90,581)	\$ (12,344)	\$ (159,023)	\$ (35,163)
Cumulative Income Variance	\$ (66,488)	\$ (266,627)	\$ (273,191)	\$ (408,424)	\$ (548,030)	\$ (724,808)	\$ (749,827)	\$ (818,602)	\$ (908,683)	\$ (921,027)	\$ (1,080,050)	\$ (1,115,213)
Monthly Cost Variance	\$ 41,248	\$ 18,857	\$ 84,019	\$ (2,005)	\$ (77,887)	\$ (71,804)	\$ (585,586)	\$ (722,979)	\$ (51,866)	\$ (75,402)	\$ (10,972)	\$ (407,647)
Cumulative Cost Variance	\$ 41,248	\$ 60,104	\$ 144,123	\$ (14,918)	\$ (219,905)	\$ (291,709)	\$ (366,513)	\$ (439,492)	\$ (491,358)	\$ (542,760)	\$ (584,732)	\$ (625,379)
YEAR TO DATE VARIANCES												
Budgeted Income YTD	\$ 477,295	\$ 954,589	\$ 1,431,884	\$ 1,909,178	\$ 2,386,473	\$ 2,863,767	\$ 3,341,062	\$ 3,818,356	\$ 4,295,651	\$ 4,772,945	\$ 5,250,240	\$ 5,727,534
Actual Income YTD	\$ 410,897	\$ 747,886	\$ 1,231,744	\$ 1,573,785	\$ 1,911,474	\$ 2,261,991	\$ 2,716,266	\$ 3,262,334	\$ 3,770,210	\$ 4,235,161	\$ 4,607,480	\$ 5,119,937
% Total YTD Income Variance	-14%	-13%	-22%	-18%	-20%	-21%	-19%	-15%	-17%	-17%	-17%	-11%
Budgeted Costs YTD	\$ (452,295)	\$ (904,589)	\$ (1,356,884)	\$ (1,809,178)	\$ (2,261,473)	\$ (2,713,767)	\$ (3,166,062)	\$ (3,618,356)	\$ (4,070,651)	\$ (4,522,945)	\$ (4,975,240)	\$ (5,427,534)
Actual Costs YTD	\$ (411,287)	\$ (844,485)	\$ (1,212,761)	\$ (1,667,260)	\$ (2,041,667)	\$ (2,566,765)	\$ (3,033,474)	\$ (3,508,748)	\$ (3,989,170)	\$ (4,465,069)	\$ (4,941,391)	\$ (5,417,661)
% Total YTD Costs Incurred	8%	16%	22%	31%	38%	47%	54%	63%	70%	77%	85%	97%
% Total YTD Cost Variance	-9%	-7%	-11%	-8%	-10%	-9%	-7%	-6%	-6%	-7%	-7%	-3%
YEAR END PROJECTIONS												
Projected Income Variance	\$ (797,850,960)	\$ (1,240,217,460)	\$ (800,556,600)	\$ (1,006,177,770)	\$ (1,139,996,810)	\$ (1,209,552,560)	\$ (1,207,077,990)	\$ (834,032,490)	\$ (700,587,450)	\$ (646,340,860)	\$ (701,246,800)	\$ (607,647,030)
Projected Cost Variance	\$ (4,935,439)	\$ (80,052)	\$ (18,043)	\$ (35,480)	\$ (89,961)	\$ (24,500)	\$ (26,201)	\$ (26,201)	\$ (29,055)	\$ (31,623)	\$ (31,623)	\$ (15,823)
Year End Projected Net Variance	\$ (5,733,289)	\$ (1,270,270)	\$ (818,598)	\$ (1,041,657)	\$ (1,229,951)	\$ (1,234,060)	\$ (1,233,291)	\$ (860,233)	\$ (729,640)	\$ (677,983)	\$ (732,823)	\$ (623,470)

ACTUALS	Monthly Income	Monthly Costs	Monthly Variance	Cumulative Income	Cumulative Cost	Cumulative Variance
	\$ 410,897	\$ (411,047)	\$ (1,250)	\$ 4,108,970	\$ (4,110,470)	\$ (1,250)
	\$ 337,079	\$ (413,138)	\$ (759)	\$ 4,446,049	\$ (4,523,608)	\$ (759)
	\$ 483,858	\$ (358,276)	\$ 836	\$ 4,929,907	\$ (4,881,884)	\$ 48,023
	\$ 342,041	\$ (454,499)	\$ (1,153)	\$ 5,271,948	\$ (5,336,383)	\$ (64,435)
	\$ 337,688	\$ (374,407)	\$ (726)	\$ 5,609,636	\$ (5,710,790)	\$ (1,041,154)
	\$ 350,517	\$ (525,698)	\$ (175)	\$ 5,960,153	\$ (6,236,488)	\$ (276,335)
	\$ 454,275	\$ (666,769)	\$ (212)	\$ 6,414,428	\$ (6,903,257)	\$ (488,829)
	\$ 646,058	\$ (875,271)	\$ (229)	\$ 7,060,486	\$ (7,778,528)	\$ (718,042)
	\$ 507,876	\$ (1,000,628)	\$ (493)	\$ 7,568,362	\$ (8,779,156)	\$ (1,210,794)
	\$ 466,951	\$ (1,176,892)	\$ (709)	\$ 8,035,313	\$ (9,956,048)	\$ (1,920,735)
	\$ 372,269	\$ (1,441,372)	\$ (1,069)	\$ 8,412,582	\$ (11,397,420)	\$ (2,984,838)
	\$ 512,457	\$ (1,610,270)	\$ (1,098)	\$ 8,925,039	\$ (13,007,690)	\$ (4,082,651)

### BUDGET AND FORECAST

Cost Axis

\$16,000,000

\$15,000,000

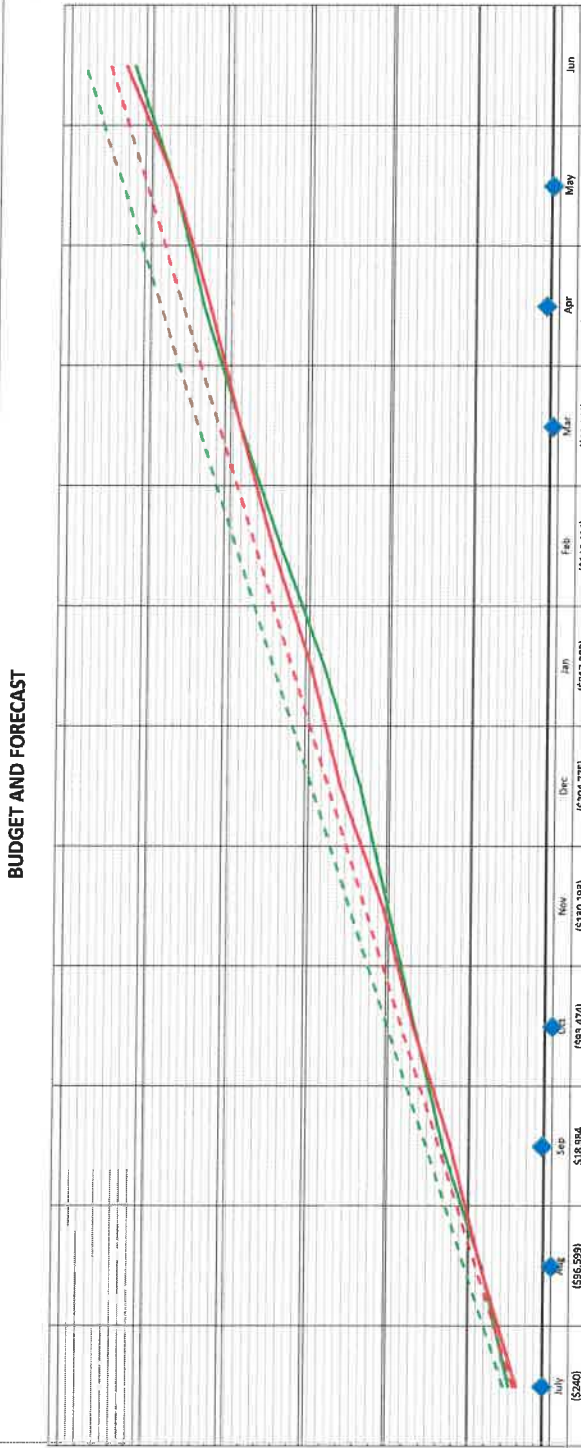
\$14,000,000

\$13,000,000

\$12,000,000

\$11,000,000

\$



Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cumulative Actual Variance	\$240	\$56,599	\$18,984	\$451,864	\$1,590,178	(\$304,775)	(\$277,268)	(\$146,414)	(\$38,966)	\$49,092	(\$19,961)	(\$117,774)
Cumulative Budgeted Income	\$477,295	\$554,582	\$1,451,864	\$2,886,473	\$3,911,474	\$2,865,767	\$3,341,662	\$3,818,356	\$4,295,651	\$4,772,945	\$5,250,240	\$5,727,534
Cumulative Income	\$410,897	\$747,286	\$1,251,744	\$1,809,178	\$2,281,473	\$2,281,991	\$2,716,866	\$3,262,334	\$3,770,210	\$4,235,161	\$4,607,450	\$5,119,887
Budgeted Costs YTD	(\$652,295)	(\$604,585)	(\$1,356,884)	(\$1,809,178)	(\$2,281,473)	(\$2,213,767)	(\$1,166,092)	(\$1,619,356)	(\$4,070,651)	(\$4,572,945)	(\$4,975,240)	(\$5,437,534)
Actual Cost YTD	(\$411,047)	(\$644,485)	(\$1,212,761)	(\$2,041,657)	(\$2,566,765)	(\$2,566,765)	(\$2,933,474)	(\$3,408,748)	(\$3,809,178)	(\$4,185,089)	(\$4,637,393)	(\$5,237,661)

ASK ACADEMY BUDGETING AND FORECASTING WORKSHEET

BUDGETS		YTD Total	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Budgeted Income	\$ 5,013,576	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798	\$ 417,798
Monthly Budgeted Costs	\$ (4,731,000)	\$ (391,000)	\$ (391,000)	\$ (370,000)	\$ (360,000)	\$ (400,000)	\$ (400,000)	\$ (405,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (405,000)	\$ (400,000)	\$ (400,000)
Monthly Budget Variance	\$ 282,576	\$ 26,798	\$ 47,798	\$ 57,798	\$ 17,798	\$ 17,798	\$ 17,798	\$ 12,798	\$ 17,798	\$ 17,798	\$ 17,798	\$ 12,798	\$ 17,798	\$ 17,798
Cumulative Budgeted Income	\$ 417,798	\$ 835,596	\$ 1,253,394	\$ 1,671,192	\$ 2,088,990	\$ 2,506,788	\$ 2,924,586	\$ 3,342,384	\$ 3,760,182	\$ 4,177,980	\$ 4,595,778	\$ 5,013,576	\$ 5,431,374	\$ 5,849,172
Cumulative Budgeted Costs	\$ (391,000)	\$ (761,000)	\$ (1,121,000)	\$ (1,521,000)	\$ (1,921,000)	\$ (2,326,000)	\$ (2,726,000)	\$ (3,126,000)	\$ (3,526,000)	\$ (3,931,000)	\$ (4,331,000)	\$ (4,731,000)	\$ (5,131,000)	\$ (5,531,000)
Cumulative Budget Variance	\$ 26,798	\$ 74,596	\$ 132,394	\$ 150,192	\$ 167,990	\$ 180,788	\$ 198,586	\$ 216,384	\$ 234,182	\$ 246,980	\$ 264,778	\$ 282,576	\$ 300,374	\$ 318,172

ACTUALS		Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income	Monthly Income
Monthly Income	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959	\$ 451,959
Cumulative Income	\$ 451,959	\$ 451,959	\$ 903,918	\$ 1,355,877	\$ 1,807,836	\$ 2,259,795	\$ 2,711,754	\$ 3,163,713	\$ 3,615,672	\$ 4,067,631	\$ 4,519,590	\$ 4,971,549	\$ 5,423,508	\$ 5,875,467
Monthly Costs	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)	\$ (419,322)
Cumulative Cost	\$ (419,322)	\$ (838,644)	\$ (1,257,966)	\$ (1,677,288)	\$ (2,096,610)	\$ (2,515,932)	\$ (2,935,254)	\$ (3,354,576)	\$ (3,773,898)	\$ (4,193,220)	\$ (4,612,542)	\$ (5,031,864)	\$ (5,451,186)	\$ (5,870,508)
Monthly Variance	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637	\$ 32,637
Cumulative Actual Variance	\$ 32,637	\$ 32,637	\$ 65,274	\$ 97,911	\$ 130,548	\$ 163,185	\$ 195,822	\$ 228,459	\$ 261,096	\$ 293,733	\$ 326,370	\$ 358,907	\$ 391,544	\$ 424,181

MONTHLY VARIANCES		Monthly Income Variance	Monthly Cost Variance	Monthly Variance
Monthly Income Variance	\$ (417,798)	\$ (417,798)	\$ (417,798)	\$ (417,798)
Monthly Cost Variance	\$ (383,637)	\$ (383,637)	\$ (383,637)	\$ (383,637)
Cumulative Cost Variance	\$ (28,322)	\$ (28,322)	\$ (28,322)	\$ (28,322)

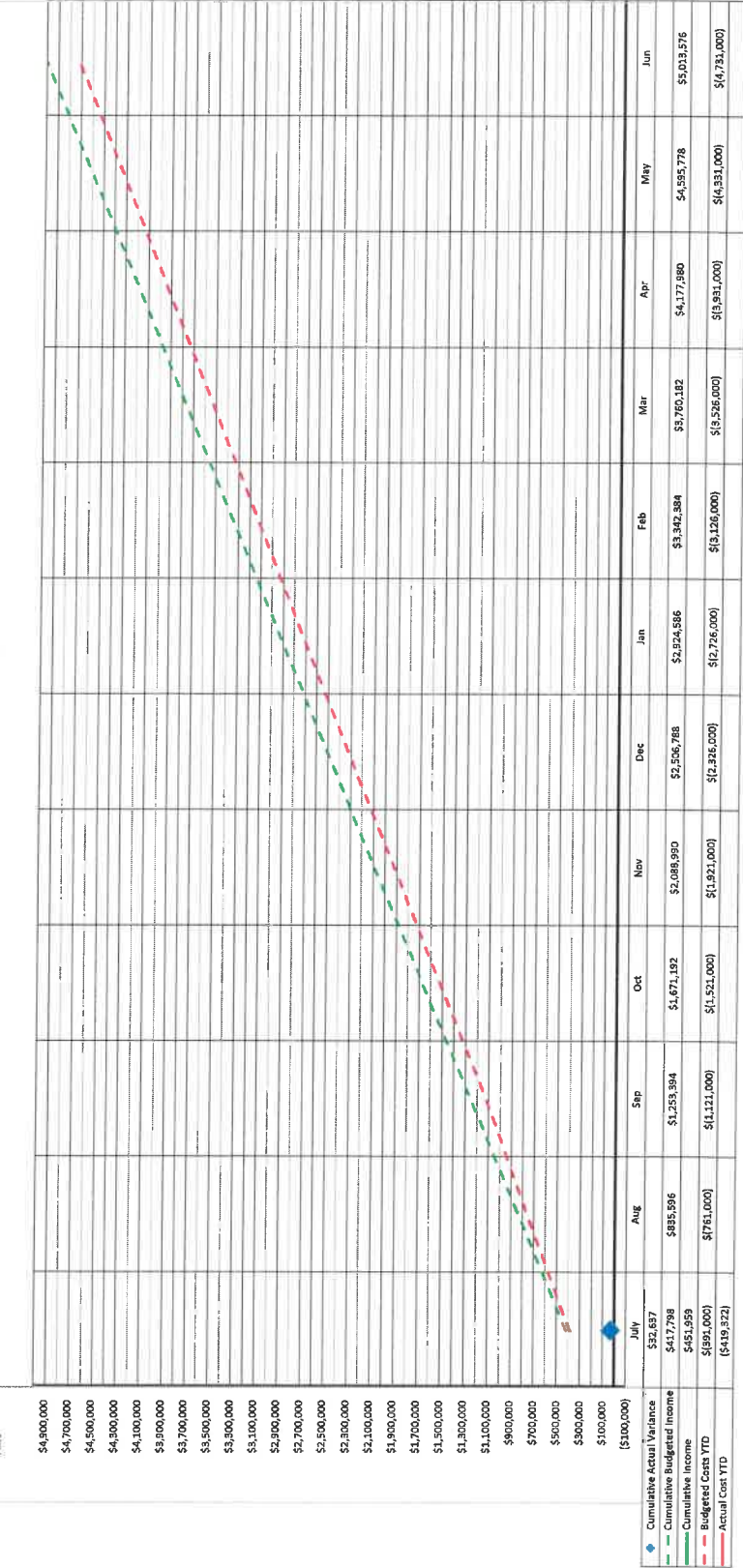
YEAR TO DATE VARIANCES		Budgeted Income YTD	Actual Income YTD	% Total YTD Income Received	Budgeted Costs YTD	Actual Cost YTD	% Total YTD Costs Incurred	% Total YTD Cost Variance
Budgeted Income YTD	\$ 4,177,980	\$ 4,177,980	\$ 4,177,980	100%	\$ 3,931,000	\$ 3,931,000	100%	0%
Actual Income YTD	\$ 4,519,590	\$ 4,519,590	\$ 4,519,590	108%	\$ 4,331,000	\$ 4,331,000	108%	-9%
% Total YTD Income Received	108%	108%	108%	108%	108%	108%	108%	-9%
Budgeted Costs YTD	\$ 4,731,000	\$ 4,731,000	\$ 4,731,000	100%	\$ 4,731,000	\$ 4,731,000	100%	0%
Actual Cost YTD	\$ 5,013,576	\$ 5,013,576	\$ 5,013,576	106%	\$ 4,731,000	\$ 4,731,000	106%	-9%
% Total YTD Costs Incurred	106%	106%	106%	106%	106%	106%	106%	-9%
% Total YTD Cost Variance	-9%	-9%	-9%	-9%	-9%	-9%	-9%	-9%

YEAR END PROJECTIONS		Projected Income Variance	Projected Cost Variance	Year End Projected Net Variance
Projected Income Variance	\$ (417,798)	\$ (417,798)	\$ (417,798)	\$ (417,798)
Projected Cost Variance	\$ (28,322)	\$ (28,322)	\$ (28,322)	\$ (28,322)
Year End Projected Net Variance	\$ (446,120)	\$ (446,120)	\$ (446,120)	\$ (446,120)

### BUDGET AND FORECAST

Income & Variance  
A/Hs

Cost Axis



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: 520-000-2021-0035-M  
 Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Maintenance

Fiscal Year: 2020-2021

Entity Name: ASK Academy

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

Contact: Ashley Woodard

Total Approved Budget (Flowthrough):

Phone: 5059387717

Email: ashley.w@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2020 12:00AM	To: Jun 30 2021 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2600 Operation & Maintenance of Plant	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$76,981	(\$28,000)	\$48,981	
11000 Operational	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$51,032	(\$36,000)	\$15,032	
11000 Operational	2100 Support Services-Students	53218 Specialists - Contracted	2000 Special Programs	0000 No Job Class	\$68,453	\$14,000	\$82,453	
11000 Operational	2100 Support Services-Students	53414 Other Services	0000 No Program	0000 No Job Class	\$66,000	\$16,000	\$82,000	
11000 Operational	2200 Support Services-Instruction	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$10,033	\$18,000	\$28,033	
11000 Operational	2400 Support Services-School Administration	52210 FICA Payments	0000 No Program	0000 No Job Class	\$19,000	\$4,000	\$23,000	
11000 Operational	2500 Central Services	53414 Other Services	0000 No Program	0000 No Job Class	\$148,282	\$12,000	\$160,282	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$0</b>		

**Justification:**

To adjust budget to reflect current expenditures.

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.

# The Ask Academy

## Financial Summary Report- June 2021

<u>Revenue</u>	<u>Budget (YTD)</u>	<u>Actual (YTD)</u>	<u>Available (YTD)</u>
<b>Total</b>	<b>\$ 5,321,520.00</b>	<b>\$ 5,110,291.12</b>	<b>\$ 211,228.88</b>

<u>Expenditure</u>	<u>Budget (YTD)</u>	<u>Actual (YTD)</u>	<u>Encumbrance (YTD)</u>	<u>Available (YTD)</u>
Fund 11000 - Operational	\$ 4,623,329.00	\$ 4,336,549.43	\$ -	\$ 286,779.57
Fund 14000 - Instructional Materials	\$ 7,099.00	\$ 7,098.75	\$ -	\$ 0.25
Fund 23000 - Non-Instructional Support	\$ 41,715.00	\$ 3,205.28	\$ -	\$ 38,509.72
Fund 24101 - Title I	\$ 36,937.00	\$ 33,378.79	\$ -	\$ 3,558.21
Fund 24106 - IDEA-B	\$ 161,169.00	\$ 54,759.66	\$ -	\$ 106,409.34
Fund 24154 - Title II	\$ 10,387.00	\$ 650.05	\$ -	\$ 9,736.95
Fund 24189 - Student Achievement Title IV	\$ 10,352.00	\$ 10,345.71	\$ -	\$ 6.29
Fund 24301 - CARES Act	\$ 29,632.00	\$ 29,631.20	\$ -	\$ 0.80
Fund 27109 - Instructional Materials	\$ 3,889.00	\$ 3,889.00	\$ -	\$ -
Fund 27130 - Feminine Hygiene Products	\$ 695.00	\$ 317.64	\$ -	\$ 377.36
Fund 31200 - Lease Reimbursement	\$ 402,042.00	\$ 402,042.00	\$ -	\$ -
Fund 31400 - Special Capital Outlay	\$ 224,000.00	\$ 178,133.71	\$ -	\$ 45,866.29
Fund 31701 - SB-9 Local	\$ 150,571.00	\$ 150,491.99	\$ -	\$ 79.01
Fund 31703- SB-9 State Match	\$ 25,717.00	\$ 25,717.00	\$ -	\$ -
<b>Total</b>	<b>\$ 5,727,534.00</b>	<b>\$ 5,236,210.21</b>	<b>\$ -</b>	<b>\$ 491,323.79</b>

<u>Check Register Report</u>	<u>Deposit</u>	<u>Withdrawal</u>
ASK- Checking	\$ 512,448.04	\$ 439,805.25

<u>Outstanding PO's</u>	<u>PO Amount</u>	<u>Invoiced Amount</u>	<u>Printed Checks</u>	<u>Remaining Encumbrance</u>
All Open PO's	\$ -	\$ -	\$ -	\$ -

**Reconciled Bank Balance** **\$ 540,658.90**

**Outstanding RFRs:**

Title I- 0010	\$ 3,266.17
Title I- 0011	\$ 4,891.95
IDEA-B- 0004	\$ 3,988.57
Title IV- 0008	\$ 920.09
CARES Act- 0005	\$ 2,682.96
CARES Act- 0006	\$ 3,395.32
Special Capital Outlay-State- 0002	\$ 68,225.06

**The Ask Academy**  
**Account Summary Report- Revenues**

Cycle: FY2021; Begin Date: 07/01/2020; End Date: 06/30/2021; Account Type: Revenue; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
11000- Fees - Activities	\$ 585.00	\$ 585.00	\$ -
11000- Fees - Educational	\$ 13,041.00	\$ 15,160.90	\$ (2,119.90)
11000- Fees - Summer School	\$ 912.00	\$ 912.00	\$ -
11000- Contributions and Donations From Private Sources	\$ 148,494.00	\$ 148,493.83	\$ 0.17
11000- Refund of Prior Year's Expenditures	\$ 907.00	\$ 3,891.14	\$ (2,984.14)
11000- State Equalization Guarantee	\$ 4,127,867.00	\$ 4,127,867.00	\$ -
23000- Fees - Activities	\$ 25,000.00	\$ 1,763.00	\$ 23,237.00
24101- Title I	\$ 36,937.00	\$ 25,220.67	\$ 11,716.33
24106- IDEA-B	\$ 140,098.00	\$ 50,771.09	\$ 89,326.91
24154- Title II	\$ 10,387.00	\$ 650.05	\$ 9,736.95
24189- Title IV	\$ 10,352.00	\$ 7,799.11	\$ 2,552.89
24301- CARES Act	\$ 29,632.00	\$ 23,552.92	\$ 6,079.08
27130- Feminine Hygiene Products	\$ 695.00	\$ 317.64	\$ 377.36
31200- PSCOC	\$ 402,042.00	\$ 402,042.00	\$ -
31400- Special Capital Outlay-State	\$ 224,000.00	\$ 109,908.65	\$ 114,091.35
31701- Capital Improvements SB-9 LOCAL	\$ 150,571.00	\$ 191,356.12	\$ (40,785.12)
	<b>\$ 5,321,520.00</b>	<b>\$ 5,110,291.12</b>	<b>\$ 211,228.88</b>

**Total**

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2021; Begin Date: 07/01/2020; End Date: 09/30/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ((Fund) >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Instruction-Salaries Expense- Substitutes	\$ 36,974.00	\$ 17,250.00	\$ -	\$ 19,724.00
Instruction-Salaries Expense- Teachers-Grades 1-12	\$ 1,634,201.00	\$ 1,647,365.98	\$ -	\$ (13,164.98)
Instruction-Salaries Expense- Teachers- Special Education	\$ 159,842.00	\$ 159,841.97	\$ -	\$ 0.03
Instruction-Salaries Expense- Teachers-Grades 1-12 (At-Risk)	\$ 48,372.00	\$ 47,469.08	\$ -	\$ 902.92
Instruction-Additional Compensation- Teachers-Grades 1-12	\$ 44,960.00	\$ 48,359.77	\$ -	\$ (3,399.77)
Instruction-Additional Compensation- Teachers- Special Education	\$ 3,065.00	\$ 3,398.80	\$ -	\$ (333.80)
Instruction-Employee Benefits	\$ 680,014.00	\$ 685,731.68	\$ -	\$ (5,717.68)
Instruction-Professional Development	\$ 2,195.00	\$ 2,393.00	\$ -	\$ (198.00)
Instruction-Other Professional/Technical Services	\$ 1,897.00	\$ -	\$ -	\$ 1,897.00
Instruction-Other Charges	\$ 7,800.00	\$ 10,866.23	\$ -	\$ (3,066.23)
Instruction-Other Contract Services	\$ 20,218.00	\$ 2,917.66	\$ -	\$ 17,300.34
Instruction-Other Textbooks	\$ 24,075.00	\$ 2,050.57	\$ -	\$ 22,024.43
Instruction-Other Textbooks (At-Risk)	\$ 35,384.00	\$ 35,099.16	\$ -	\$ 284.84
Instruction-Software	\$ 23,446.00	\$ 14,047.94	\$ -	\$ 9,398.06
Instruction-Software (At-Risk)	\$ 22,000.00	\$ 22,000.00	\$ -	\$ -
Instruction-General Supplies and Materials	\$ 16,395.00	\$ 3,940.42	\$ -	\$ 12,454.58
Instruction-"Supply Assets (\$5,000 or Less)	\$ 3,636.00	\$ 3,635.55	\$ -	\$ 0.45
<b>Function 1000 - Instruction</b>	<b>\$ 2,764,474.00</b>	<b>\$ 2,706,367.81</b>	<b>\$ -</b>	<b>\$ 58,106.19</b>
Support Services-Students-Salaries Expense- Coordinator/Subject Matter Specialist	\$ 13,494.00	\$ 13,033.75	\$ -	\$ 460.25
Support Services-Students-Salaries Expense- Counselor	\$ 8,903.00	\$ 7,051.74	\$ -	\$ 1,851.26
Support Services-Students-Salaries Expense- Special Education Coordinator	\$ 32,298.00	\$ 47,884.59	\$ -	\$ (15,586.59)
Support Services-Students-Salaries Expense- Social Worker	\$ 8,498.00	\$ 7,859.49	\$ -	\$ 638.51
Support Services-Students-Salaries Expense- Coordinator/Subject Matter Specialist (At-Risk)	\$ 39,502.00	\$ 39,501.99	\$ -	\$ 0.01
Support Services-Students-Salaries Expense-Guidance Counselors/Social Workers (At-Risk)	\$ 100,033.00	\$ 87,391.17	\$ -	\$ 12,641.83
Support Services-Students-Additional Compensation- Coordinator/Subject Matter Specialist	\$ 3,309.00	\$ 2,961.87	\$ -	\$ 347.13
Support Services-Students-Employee Benefits	\$ 65,810.00	\$ 59,779.91	\$ -	\$ 6,030.09
Support Services-Students-Specialists - Contracted	\$ 82,453.00	\$ 65,101.10	\$ -	\$ 17,351.90
Support Services-Students-Professional Development	\$ 636.00	\$ 404.21	\$ -	\$ 231.79
Support Services-Students-Other Professional/Technical Services	\$ 82,000.00	\$ 59,889.94	\$ -	\$ 22,110.06
Support Services-Students-Other Charges	\$ 180.00	\$ -	\$ -	\$ 180.00
Support Services-Students-Employee Travel - Non-Teachers	\$ 500.00	\$ -	\$ -	\$ 500.00
Support Services-Students-General Supplies and Materials	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 440,616.00</b>	<b>\$ 390,859.76</b>	<b>\$ -</b>	<b>\$ 49,756.24</b>
Support Services-Instruction-General Supplies and Materials	\$ 28,033.00	\$ 11,679.53	\$ -	\$ 16,353.47
<b>Function 2200 - Support Services-Instruction</b>	<b>\$ 28,033.00</b>	<b>\$ 11,679.53</b>	<b>\$ -</b>	<b>\$ 16,353.47</b>
Support Services-General Administration-Salaries Expense- Superintendent	\$ 116,500.00	\$ 116,307.69	\$ -	\$ 192.31
Support Services-General Administration-Employee Benefits	\$ 39,000.00	\$ 37,844.77	\$ -	\$ 1,155.23
Support Services-General Administration-Auditing	\$ 16,000.00	\$ 14,832.81	\$ -	\$ 1,167.19
Support Services-General Administration-Legal	\$ 11,952.00	\$ 3,358.86	\$ -	\$ 8,593.14
Support Services-General Administration-Other Charges	\$ 3,000.00	\$ 1,982.94	\$ -	\$ 1,017.06
Support Services-General Administration-Advertising	\$ 1,000.00	\$ 149.68	\$ -	\$ 850.32
Support Services-General Administration-Board Training	\$ 1,000.00	\$ 400.00	\$ -	\$ 600.00
Support Services-General Administration-Other Contract Services	\$ 13,050.00	\$ 9,196.44	\$ -	\$ 3,853.56
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 201,502.00</b>	<b>\$ 184,073.19</b>	<b>\$ -</b>	<b>\$ 17,428.81</b>
Support Services-School Administration-Salaries Expense- Principals	\$ 197,000.00	\$ 197,000.00	\$ -	\$ -
Support Services-School Administration-Salaries Expense- Coordinator/Subject Matter Specialist	\$ 89,555.00	\$ 86,692.31	\$ -	\$ 2,862.69
Support Services-School Administration-Salaries Expense- Secretarial/Clerical/Technical Assistants	\$ 85,773.00	\$ 86,142.06	\$ -	\$ (369.06)
Support Services-School Administration- Additional Compensation- Secretarial/Clerical/Technical Assistants	\$ 200.00	\$ 200.00	\$ -	\$ -
Support Services-School Administration-Employee Benefits	\$ 114,132.00	\$ 98,094.05	\$ -	\$ 16,037.95
Support Services-School Administration-Professional Development	\$ 1,372.00	\$ 151.03	\$ -	\$ 1,220.97
Support Services-School Administration-Other Charges	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Support Services-School Administration-Employee Travel - Non-Teachers	\$ 1,223.00	\$ 281.37	\$ -	\$ 941.63
Support Services-School Administration-Other Contract Services	\$ -	\$ 2,000.00	\$ -	\$ (2,000.00)
Support Services-School Administration-Software	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Support Services-School Administration-General Supplies and Materials	\$ 9,205.00	\$ 7,129.10	\$ -	\$ 2,075.90
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 501,460.00</b>	<b>\$ 477,689.92</b>	<b>\$ -</b>	<b>\$ 23,770.08</b>

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2021; Begin Date: 07/01/2020; End Date: 09/30/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: (([Fund] >= "11000") ); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Central Services-Other Professional/Technical Services	\$ 160,282.00	\$ 144,718.74	\$ -	\$ 15,563.26
Central Services-Other Charges	\$ 12,600.00	\$ 11,393.54	\$ -	\$ 1,206.46
Central Services-Advertising	\$ 2,000.00	\$ 1,609.42	\$ -	\$ 390.58
Central Services-Other Contract Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Central Services-Software	\$ 18,703.00	\$ 18,702.08	\$ -	\$ 0.92
<b>Function 2500 - Central Services</b>	<b>\$ 198,585.00</b>	<b>\$ 176,423.78</b>	<b>\$ -</b>	<b>\$ 22,161.22</b>
Operation & Maintenance of Plant-Salaries Expense- Custodial	\$ 45,581.00	\$ 32,026.04	\$ -	\$ 13,554.96
Operation & Maintenance of Plant-Employee Benefits	\$ 10,912.00	\$ 7,741.54	\$ -	\$ 3,170.46
Operation & Maintenance of Plant-Educational Retirement	\$ 5,000.00	\$ 4,531.82	\$ -	\$ 468.18
Operation & Maintenance of Plant-ERA - Retiree Health	\$ 1,090.00	\$ 640.58	\$ -	\$ 449.42
Operation & Maintenance of Plant-FICA Payments	\$ 3,000.00	\$ 1,985.50	\$ -	\$ 1,014.50
Operation & Maintenance of Plant-Medicare Payments	\$ 1,322.00	\$ 464.28	\$ -	\$ 857.72
Operation & Maintenance of Plant-Unemployment Compensation	\$ 400.00	\$ 105.56	\$ -	\$ 294.44
Operation & Maintenance of Plant-Workers Compensation Premium	\$ 100.00	\$ 13.80	\$ -	\$ 86.20
Operation & Maintenance of Plant-Other Charges	\$ 4,978.00	\$ -	\$ -	\$ 4,978.00
Operation & Maintenance of Plant-Maintenance & Repair - Buildings And Grounds	\$ 2,155.00	\$ 1,939.30	\$ -	\$ 215.70
Operation & Maintenance of Plant-Electricity	\$ 36,530.00	\$ 19,323.62	\$ -	\$ 17,206.38
Operation & Maintenance of Plant-Natural Gas (Buildings)	\$ 5,062.00	\$ 3,412.11	\$ -	\$ 1,649.89
Operation & Maintenance of Plant-Water/Sewage	\$ 10,000.00	\$ 2,486.86	\$ -	\$ 7,513.14
Operation & Maintenance of Plant-Communication Services	\$ 40,335.00	\$ 26,831.16	\$ -	\$ 13,503.84
Operation & Maintenance of Plant-Renting Land and Buildings	\$ 103,422.00	\$ 102,461.44	\$ -	\$ 960.56
Operation & Maintenance of Plant-Rental - Equipment and Vehicles	\$ 25,636.00	\$ 22,850.39	\$ -	\$ 2,785.61
Operation & Maintenance of Plant-Property/Liability Insurance	\$ 73,451.00	\$ 73,442.00	\$ -	\$ 9.00
Operation & Maintenance of Plant-Other Contract Services	\$ 48,981.00	\$ 42,010.37	\$ -	\$ 6,970.63
Operation & Maintenance of Plant-General Supplies and Materials	\$ 15,032.00	\$ 10,012.20	\$ -	\$ 5,019.80
Operation & Maintenance of Plant-"Fixed Assets (More Than \$5,000)"	\$ 66,584.00	\$ 43,401.84	\$ -	\$ 23,182.16
Operation & Maintenance of Plant-"Supply Assets (\$5,000 or Less)"	\$ -	\$ 1,516.57	\$ -	\$ (1,516.57)
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 488,659.00</b>	<b>\$ 389,455.44</b>	<b>\$ -</b>	<b>\$ 99,203.56</b>
<b>Fund 11000 - Operational</b>	<b>\$ 4,623,329.00</b>	<b>\$ 4,336,549.43</b>	<b>\$ -</b>	<b>\$ 286,779.57</b>
<b>Instructional Materials Fund</b>				
Instruction-Instructional Materials Cash - 50% Textbooks	\$ 7,099.00	\$ 7,098.75	\$ -	\$ 0.25
<b>Function 1000 - Instruction</b>	<b>\$ 7,099.00</b>	<b>\$ 7,098.75</b>	<b>\$ -</b>	<b>\$ 0.25</b>
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$ 7,099.00</b>	<b>\$ 7,098.75</b>	<b>\$ -</b>	<b>\$ 0.25</b>
<b>Non-Instructional Support</b>				
Instruction-Other Charges	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Instruction-Student Travel	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Instruction-Employee Travel - Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Instruction-General Supplies and Materials	\$ 15,715.00	\$ 3,205.28	\$ -	\$ 12,509.72
<b>Function 1000 - Instruction</b>	<b>\$ 41,715.00</b>	<b>\$ 3,205.28</b>	<b>\$ -</b>	<b>\$ 38,509.72</b>
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$ 41,715.00</b>	<b>\$ 3,205.28</b>	<b>\$ -</b>	<b>\$ 38,509.72</b>
<b>Title I</b>				
Instruction-Software	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00
<b>Function 1000 - Instruction</b>	<b>\$ 3,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500.00</b>
Support Services-Students-Salaries Expense- Counselor	\$ 33,437.00	\$ 26,928.20	\$ -	\$ 6,508.80
Support Services-Students-Employee Benefits	\$ -	\$ 6,450.59	\$ -	\$ (6,450.59)
<b>Function 2100 - Support Services-Students</b>	<b>\$ 33,437.00</b>	<b>\$ 33,378.79</b>	<b>\$ -</b>	<b>\$ 58.21</b>
<b>Fund 24101 - Title I - IASA</b>	<b>\$ 36,937.00</b>	<b>\$ 33,378.79</b>	<b>\$ -</b>	<b>\$ 3,558.21</b>
<b>IDEA-B</b>				
Support Services-Students-Salaries Expense- Special Education Coordinator	\$ 40,000.00	\$ 35,115.41	\$ -	\$ 4,884.59
Support Services-Students- Employee Benefits	\$ 14,242.00	\$ 8,784.39	\$ -	\$ 5,447.61
Support Services-Students-Specialists - Contracted	\$ 106,927.00	\$ 10,848.86	\$ -	\$ 96,077.14
<b>Function 2100 - Support Services-Students</b>	<b>\$ 161,169.00</b>	<b>\$ 54,759.66</b>	<b>\$ -</b>	<b>\$ 106,409.34</b>
<b>Fund 24106 - Entitlement IDEA-B</b>	<b>\$ 161,169.00</b>	<b>\$ 54,759.66</b>	<b>\$ -</b>	<b>\$ 106,409.34</b>

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2021; Begin Date: 07/01/2020; End Date: 09/30/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ((Fund) >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b>Title II</b>				
Instruction-Salaries Expense- Teachers-Grades 1-12	\$ -	\$ 319.35	\$ -	\$ (319.35)
Instruction-Employee Benefits	\$ -	\$ 130.70	\$ -	\$ (130.70)
Instruction-Professional Development	\$ 10,387.00	\$ 200.00	\$ -	\$ 10,187.00
<b>Function 1000 - Instruction</b>	<b>\$ 10,387.00</b>	<b>\$ 650.05</b>	<b>\$ -</b>	<b>\$ 9,736.95</b>
<b>Fund 24154 - Title II</b>	<b>\$ 10,387.00</b>	<b>\$ 650.05</b>	<b>\$ -</b>	<b>\$ 9,736.95</b>
<b>Title IV</b>				
Support Services-Students-Salaries Expense- Social Workers	\$ -	\$ 5,879.64	\$ -	\$ (5,879.64)
Support Services-Students- Employee Benefits	\$ -	\$ 2,506.44	\$ -	\$ (2,506.44)
Support Services-Students-Professional Development	\$ 3,352.00	\$ -	\$ -	\$ 3,352.00
Support Services-Students-Software	\$ 7,000.00	\$ 1,959.63	\$ -	\$ 5,040.37
<b>Function 2100 - Support Services-Students</b>	<b>\$ 10,352.00</b>	<b>\$ 10,345.71</b>	<b>\$ -</b>	<b>\$ 6.29</b>
<b>Fund 24189 - Title IV Student Support and Academic Achievement</b>	<b>\$ 10,352.00</b>	<b>\$ 10,345.71</b>	<b>\$ -</b>	<b>\$ 6.29</b>
<b>CARES Act</b>				
Instruction-"Supply Assets (\$5,000 or Less)"	\$ 11,867.00	\$ 11,866.20	\$ -	\$ 0.80
<b>Function 1000 - Instruction</b>	<b>\$ 11,867.00</b>	<b>\$ 11,866.20</b>	<b>\$ -</b>	<b>\$ 0.80</b>
Operation & Maintenance of Plant-Other Contract Services	\$ 11,246.00	\$ 11,246.35	\$ -	\$ (0.35)
Operation & Maintenance of Plant-"Fixed Assets (More Than \$5,000)"	\$ 6,519.00	\$ 6,518.65	\$ -	\$ 0.35
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 17,765.00</b>	<b>\$ 17,765.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 24301- CARES Act</b>	<b>\$ 29,632.00</b>	<b>\$ 29,631.20</b>	<b>\$ -</b>	<b>\$ 0.80</b>
<b>Instructional Materials Fund</b>				
Instruction-Instructional Materials Cash - 50% Textbooks	\$ 3,889.00	\$ 3,889.00	\$ -	\$ -
<b>Function 1000 - Instruction</b>	<b>\$ 3,889.00</b>	<b>\$ 3,889.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 27109- Instructional Materials</b>	<b>\$ 3,889.00</b>	<b>\$ 3,889.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Feminine Hygiene Products</b>				
Instruction-General Supplies and Materials	\$ 695.00	\$ 317.64	\$ -	\$ 377.36
<b>Function 1000 - Instruction</b>	<b>\$ 695.00</b>	<b>\$ 317.64</b>	<b>\$ -</b>	<b>\$ 377.36</b>
<b>Fund 27130 - Feminine Hygiene Products</b>	<b>\$ 695.00</b>	<b>\$ 317.64</b>	<b>\$ -</b>	<b>\$ 377.36</b>
<b>Capital Outlay</b>				
Capital Outlay-Renting Land and Buildings	\$ 402,042.00	\$ 402,042.00	\$ -	\$ -
<b>Function 4000 - Capital Outlay</b>	<b>\$ 402,042.00</b>	<b>\$ 402,042.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$ 402,042.00</b>	<b>\$ 402,042.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Special Capital Outlay</b>				
Capital Outlay-"Fixed Assets (More Than \$5,000)"	\$ 224,000.00	\$ 178,133.71	\$ -	\$ 45,866.29
<b>Function 4000 - Capital Outlay</b>	<b>\$ 224,000.00</b>	<b>\$ 178,133.71</b>	<b>\$ -</b>	<b>\$ 45,866.29</b>
<b>Fund 31400 - Special Capital Outlay-State</b>	<b>\$ 224,000.00</b>	<b>\$ 178,133.71</b>	<b>\$ -</b>	<b>\$ 45,866.29</b>
<b>SB-9 Local</b>				
Support Services-General Administration-County Tax Collection Costs	\$ 1,506.00	\$ 1,428.28	\$ -	\$ 77.72
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 1,506.00</b>	<b>\$ 1,428.28</b>	<b>\$ -</b>	<b>\$ 77.72</b>
Capital Outlay-Rentals - Lease to Purchase	\$ 148,815.00	\$ 148,922.24	\$ -	\$ (107.24)
Capital Outlay-"Supply Assets (\$5,000 or Less)"	\$ 250.00	\$ 141.47	\$ -	\$ 108.53
<b>Function 4000 - Capital Outlay</b>	<b>\$ 149,065.00</b>	<b>\$ 149,063.71</b>	<b>\$ -</b>	<b>\$ 1.29</b>
<b>Fund 31701 - Capital Improvements SB-9 LOCAL</b>	<b>\$ 150,571.00</b>	<b>\$ 150,491.99</b>	<b>\$ -</b>	<b>\$ 79.01</b>
<b>SB-9 State Match Cash</b>				
Capital Outlay-"Supply Assets (\$5,000 or Less)"	\$ 25,717.00	\$ 25,717.00	\$ -	\$ -
<b>Function 4000 - Capital Outlay</b>	<b>\$ 25,717.00</b>	<b>\$ 25,717.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 31703 - SB-9 State Match Cash</b>	<b>\$ 25,717.00</b>	<b>\$ 25,717.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 5,727,534.00</b>	<b>\$ 5,236,210.21</b>	<b>\$ -</b>	<b>\$ 491,323.79</b>

**The Ask Academy  
Check Register Report**

Bank: [All]; Bank Account: [All]; Begin Date: 06/01/2021; End Date: 06/30/2021; Status: Non-Void;

Bank	Account Number
Wells Fargo Bank	

Date	Number	Type	Payee/From	Deposit	Withdrawal
6/3/2021	8989	Payroll Liability Check	Aspire Financial Services		\$ 900.00
6/3/2021	8990	Payroll Liability Check	Security Benefit		\$ 490.00
6/3/2021	8991	Payroll Liability Check	Voya ReliaStar		\$ 200.00
6/3/2021	8992	AP Warrant	ACES		\$ 842.20
6/3/2021	8993	AP Warrant	Alliance Audio Visual Ltd., Co. Bremmany, LLC (Vanguard Cleaning Systems of New Mexico)		\$ 8,058.26
6/3/2021	8994	AP Warrant	C. Dayne Williams		\$ 4,435.82
6/3/2021	8995	AP Warrant	Campus Specialties - Herff Jones		\$ 3,734.54
6/3/2021	8996	AP Warrant	Cooperative Educational Services		\$ 45.85
6/3/2021	8997	AP Warrant	Commercial Property Maintenance		\$ 275.00
6/3/2021	8998	AP Warrant	Daniel Busse		\$ 302.64
6/3/2021	8999	AP Warrant	Horizons of New Mexico		\$ 81.61
6/3/2021	9000	AP Warrant	Poweron Technology Services		\$ 750.00
6/3/2021	9001	AP Warrant	Public Charter Schools of New Mexico		\$ 200.00
6/3/2021	9002	AP Warrant	Select Security - ART		\$ 114.35
6/3/2021	9003	AP Warrant	SG Consulting Services, LLC		\$ 296.66
6/3/2021	9004	AP Warrant	The Vigil Group, LLC		\$ 5,339.64
6/3/2021	9005	AP Warrant	Waste Management of New Mexico		\$ 161.24
6/3/2021	9006	AP Warrant	The ASK Academy Foundation		\$ 9,252.14
6/3/2021	9007	AP Warrant	Waste Management of New Mexico		\$ 91.23
6/3/2021	9008	AP Warrant	Waste Management of New Mexico		\$ 91.23
6/4/2021		Payroll Liability Check	Wells Fargo To void and reissue check#8343 (Michael Chavez Consulting, LLC); Temp Transaction Number T0024105		\$ 65,873.83
6/4/2021	00023939	Journal Entry		\$ 2,669.94	
6/7/2021		Payroll Liability Check	Insight Financial Services, Inc.		\$ 917.91
6/8/2021		Payroll Liability Check	EFTPS		\$ 21,181.91
6/8/2021		Payroll Liability Check	NM Retiree Health Care Authority		\$ 6,266.13
6/8/2021		Payroll Liability Check	NMPSIA		\$ 38,213.90
6/10/2021	06-001	Cash Receipt	Cares Act RFR FY21	\$ 1,722.69	
6/11/2021		Payroll Liability Check	NM Educational Retirement Board		\$ 51,608.70
6/14/2021	06-002	Cash Receipt	Summer School Fees	\$ 291.00	
6/15/2021		AP Warrant	The ASK Academy Foundation		\$ 45,200.00
6/15/2021	06-003	Cash Receipt	Title I RFR FY21	\$ 3,269.22	
6/16/2021	06-005	Cash Receipt	Feminine Hygiene RFR FY21	\$ 317.64	
6/16/2021	06-008	Cash Receipt	SB-9	\$ 48,517.85	
6/17/2021	9025	AP Warrant	ACES Bremmany, LLC (Vanguard Cleaning Systems of New Mexico)		\$ 7,384.39
6/17/2021	9026	AP Warrant	Cooperative Educational Services		\$ 107.88
6/17/2021	9027	AP Warrant	Charter School Nursing Services		\$ 65.50
6/17/2021	9028	AP Warrant	Charter School Nursing Services		\$ 7,184.48

**The Ask Academy  
Check Register Report**

Bank: [All]; Bank Account: [All]; Begin Date: 06/01/2021; End Date: 06/30/2021; Status: Non-Void;

Bank	Account Number
Wells Fargo Bank	

Date	Number	Type	Payee/From	Deposit	Withdrawal
6/17/2021	9029	AP Warrant	CIT		\$ 1,891.97
6/17/2021	9030	AP Warrant	City of Rio Rancho Water and Wastewater		\$ 427.09
6/17/2021	9031	AP Warrant	College Board		\$ 3,354.00
6/17/2021	9032	AP Warrant	Sivan Tuchman		\$ 2,000.00
6/17/2021	9033	AP Warrant	Horizons of New Mexico		\$ 89.72
6/17/2021	9034	AP Warrant	Michael Chavez Consulting, LLC		\$ 2,669.94
6/17/2021	9035	AP Warrant	Otis Elevator Company		\$ 162.35
6/17/2021	9036	AP Warrant	PNM		\$ 239.28
6/17/2021	9037	AP Warrant	Romero Consulting, LLC		\$ 593.31
6/18/2021		Payroll Liability Check	Wells Fargo		\$ 67,232.30
6/22/2021	06-006	Cash Receipt	Title IV RFR FY21	\$ 756.20	
6/23/2021		Payroll Liability Check	EFTPS		\$ 21,938.82
6/23/2021		Payroll Liability Check	NM Department of Taxation and Revenue		\$ 5,190.57
6/25/2021	9071	Payroll Liability Check	Minnesota Child Support Payment Center		\$ 409.00
6/29/2021	06-007	Cash Receipt	PSCOC Q4 FY2021	\$ 100,510.50	
6/30/2021		Payroll Liability Check	Wells Fargo		\$ 50,433.21
6/30/2021	06-009	Cash Receipt	SEG June 2021	\$ 354,393.00	
6/30/2021	9072	Payroll Liability Check	Minnesota Child Support Payment Center		\$ 409.00
<b>Sub Total</b>				<b>\$ 512,448.04</b>	<b>\$ 439,805.25</b>
<b>Grand Total</b>				<b>\$ 512,448.04</b>	<b>\$ 439,805.25</b>

**BANK RECONCILIATION**

School: **The Ask Academy**  
Bank: **Wells Fargo**  
Account Description: **Main Checking Account**  
Statement Date: **June 30, 2021**

Beginning balance per bank:	\$ 479,665.12
Cleared transactions:	\$ (441,707.80)
Deposits and credits:	\$ 509,778.10
Other bank adjustments	
Ending balance per bank	<u>\$ 547,735.42</u>
Plus: Outstanding Deposits	
Plus: Cleared items prior to entry	
Less: Outstanding checks	\$ (7,076.52)
Expected Balance per GL	<u>\$ 540,658.90</u>

**The Ask Academy  
Outstanding Checks Report**

Accounting Cycle: FY2021; Bank: Wells Fargo Bank - ; Bank Account:- Main Bank Acct; Statement Date: 06/30/2021; Include Unposted Transactions: No;

Last Reconciled	Beginning Balance	Statement Date
5/31/2021	\$ (11,649.01)	06/30/2021

Date	Source Document	Item Number	Description	Withdrawal
10/1/2020	APV21-021	8527	Gavin Phillip	\$ 15.00
2/12/2021	APV21-049	8705	Aiden Jennings-Quattropani	\$ 17.00
2/12/2021	APV21-049	8713	Daniel Barbier	\$ 17.00
2/12/2021	APV21-049	8717	Gavin Phillip	\$ 17.00
2/12/2021	APV21-049	8735	Ty Arnot	\$ 17.00
2/12/2021	APV21-049	8739	Zachariah Seth Robredo	\$ 17.00
5/7/2021	APV21-067	8936	Horizons of New Mexico	\$ 44.86
6/17/2021	APV21-079	9031	College Board	\$ 3,354.00
6/17/2021	APV21-079	9033	Horizons of New Mexico	\$ 89.72
6/17/2021	APV21-079	9034	Michael Chavez Consulting, LLC	\$ 2,669.94
6/25/2021	PVM21-193	9071	Minnesota Child Support Payment Center	\$ 409.00
6/30/2021	PVM21-194	9072	Minnesota Child Support Payment Center	\$ 409.00
<b>Sub Total</b>				<b>\$ 7,076.52</b>

# The Ask Academy

## Financial Summary Report- July 2021

<u>Revenue</u>	<u>Budget (YTD)</u>	<u>Actual (YTD)</u>	<u>Available (YTD)</u>
<b>Total</b>	<b>\$ 4,668,301.00</b>	<b>\$ 367,984.38</b>	<b>\$ 4,300,316.62</b>

<u>Expenditure</u>	<u>Budget (YTD)</u>	<u>Actual (YTD)</u>	<u>Encumbrance (YTD)</u>	<u>Available (YTD)</u>
Fund 11000 - Operational	\$ 4,704,002.00	\$ 419,311.75	\$ 4,526,727.95	\$ (242,037.70)
Fund 14000 - Instructional Materials	\$ 4,301.00	\$ -	\$ -	\$ 4,301.00
Fund 23000 - Non-Instructional Support	\$ 42,799.00	\$ -	\$ 1,000.00	\$ 41,799.00
Fund 24101 - Title I	\$ 37,118.00	\$ -	\$ -	\$ 37,118.00
Fund 24106 - IDEA-B	\$ 92,390.00	\$ -	\$ -	\$ 92,390.00
Fund 24189 - Student Achievement Title IV	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Fund 24308 - CRRSA, ESSER II	\$ 119,791.00	\$ -	\$ -	\$ 119,791.00
Fund 27109 - Instructional Materials	\$ 3,175.00	\$ -	\$ -	\$ 3,175.00
Fund 31701 - SB-9 Local	\$ -	\$ 10.53	\$ -	\$ (10.53)
<b>Total</b>	<b>\$ 5,013,576.00</b>	<b>\$ 419,322.28</b>	<b>\$ 4,527,727.95</b>	<b>\$ 66,525.77</b>

<u>Check Register Report</u>	<u>Deposit</u>	<u>Withdrawal</u>
ASK- Checking	\$ 451,944.00	\$ 581,909.57

<u>Outstanding PO's</u>	<u>PO Amount</u>	<u>Invoiced Amount</u>	<u>Printed Checks</u>	<u>Remaining Encumbrance</u>
All Open PO's	\$ 1,323,852.64	\$ 115,681.87	\$ 115,681.87	\$ 1,208,170.77

<u>Reconciled Bank Balance</u>	<u>\$ 410,693.33</u>
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<u>Outstanding RFRs:</u>	
CARES Act- 0006	\$ 3,395.32

**The Ask Academy**  
**Account Summary Report- Revenues**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Revenue; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
11000- Fees - Educational	\$ 10,000.00	\$ 550.00	\$ 9,450.00
11000- Refund of Prior Year's Expenditures	\$ -	\$ 194.86	\$ (194.86)
11000- State Equalization Guarantee	\$ 4,394,002.00	\$ 366,166.84	\$ 4,027,835.16
23000- Fees - Activities	\$ 5,000.00	\$ 20.00	\$ 4,980.00
24101- Title I	\$ 37,118.00	\$ -	\$ 37,118.00
24106- IDEA-B	\$ 92,390.00	\$ -	\$ 92,390.00
24189- Title IV	\$ 10,000.00	\$ -	\$ 10,000.00
24308- CRRSA, ESSER II	\$ 119,791.00	\$ -	\$ 119,791.00
31701- Capital Improvements SB-9 LOCAL	\$ -	\$ 1,052.68	\$ (1,052.68)
	<b>\$ 4,668,301.00</b>	<b>\$ 367,984.38</b>	<b>\$ 4,300,316.62</b>

**Total**

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Instruction-Salaries Expense- Substitutes	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00
Instruction-Salaries Expense- Teachers-Grades 1-12	\$ 1,710,831.00	\$ 65,936.69	\$ 1,714,353.47	\$ (69,459.16)
Instruction-Salaries Expense- Teachers- Special Education	\$ 166,291.00	\$ 3,397.29	\$ 88,329.55	\$ 74,564.16
Instruction-Salaries Expense- Teachers-Grades 1-12 (At-Risk)	\$ 53,045.00	\$ 1,964.63	\$ 51,080.37	\$ -
Instruction-Additional Compensation- Teachers-Grades 1-12	\$ 20,000.00	\$ 1,845.61	\$ 47,985.62	\$ (29,831.23)
Instruction-Additional Compensation- Teachers- Special Education	\$ 5,000.00	\$ 74.96	\$ 1,949.09	\$ 2,975.95
Instruction-Employee Benefits	\$ 759,749.00	\$ 18,286.73	\$ 650,552.73	\$ 90,909.54
Instruction-Professional Development	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Instruction-Other Charges	\$ 3,100.00	\$ -	\$ 3,400.00	\$ (300.00)
Instruction-Other Contract Services	\$ 15,000.00	\$ -	\$ 20,000.00	\$ (5,000.00)
Instruction-Other Textbooks	\$ 49,801.00	\$ 16,958.00	\$ 19,158.34	\$ 13,684.66
Instruction-Other Textbooks (At-Risk)	\$ 38,945.00	\$ -	\$ -	\$ 38,945.00
Instruction-Software	\$ 10,000.00	\$ 49,713.94	\$ 4,825.37	\$ (44,539.31)
Instruction-Software (At-Risk)	\$ 30,000.00	\$ -	\$ 10,000.00	\$ 20,000.00
Instruction-General Supplies and Materials	\$ 20,000.00	\$ -	\$ 11,500.00	\$ 8,500.00
Instruction-"Supply Assets (\$5,000 or Less)	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
<b>Function 1000 - Instruction</b>	<b>\$ 2,907,762.00</b>	<b>\$ 158,177.85</b>	<b>\$ 2,623,134.54</b>	<b>\$ 126,449.61</b>
Support Services-Students-Salaries Expense- Coordinator/Subject Matter Specialist	\$ 84,245.00	\$ 9,360.57	\$ 74,884.43	\$ -
Support Services-Students-Salaries Expense- Special Education Coordinator	\$ -	\$ 2,222.22	\$ 57,777.78	\$ (60,000.00)
Support Services-Students-Salaries Expense- Coordinator/Subject Matter Specialist (At-Risk)	\$ 54,263.00	\$ -	\$ -	\$ 54,263.00
Support Services-Students-Salaries Expense-Guidance Counselors/Social Workers (At-Risk)	\$ 103,514.00	\$ -	\$ -	\$ 103,514.00
Support Services-Students-Additional Compensation- Coordinator/Subject Matter Specialist	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00
Support Services-Students-Employee Benefits	\$ 75,998.00	\$ 2,947.56	\$ 33,916.41	\$ 39,134.03
Support Services-Students-Specialists - Contracted	\$ 20,000.00	\$ -	\$ 75,503.13	\$ (55,503.13)
Support Services-Students-Professional Development	\$ 1,000.00	\$ -	\$ 500.00	\$ 500.00
Support Services-Students-Other Professional/Technical Services	\$ 35,000.00	\$ -	\$ 64,725.00	\$ (29,725.00)
Support Services-Students-Other Charges	\$ 200.00	\$ -	\$ -	\$ 200.00
Support Services-Students-Employee Travel - Non-Teachers	\$ 600.00	\$ -	\$ 500.00	\$ 100.00
Support Services-Students-General Supplies and Materials	\$ 1,000.00	\$ -	\$ 2,000.00	\$ (1,000.00)
<b>Function 2100 - Support Services-Students</b>	<b>\$ 379,820.00</b>	<b>\$ 14,530.36</b>	<b>\$ 309,806.75</b>	<b>\$ 55,482.90</b>
Support Services-Instruction-General Supplies and Materials	\$ 9,000.00	\$ 70.04	\$ 500.00	\$ 8,429.96
<b>Function 2200 - Support Services-Instruction</b>	<b>\$ 9,000.00</b>	<b>\$ 70.04</b>	<b>\$ 500.00</b>	<b>\$ 8,429.96</b>
Support Services-General Administration-Salaries Expense- Superintendent	\$ 106,575.00	\$ 11,841.66	\$ 94,733.34	\$ -
Support Services-General Administration-Employee Benefits	\$ 44,005.00	\$ 3,738.12	\$ 33,178.63	\$ 7,088.25
Support Services-General Administration-Auditing	\$ 18,000.00	\$ -	\$ 17,260.00	\$ 740.00
Support Services-General Administration-Legal	\$ 15,000.00	\$ 108.44	\$ 10,843.75	\$ 4,047.81
Support Services-General Administration-Other Charges	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
Support Services-General Administration-Advertising	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Support Services-General Administration-Board Training	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
Support Services-General Administration-Employee Travel - Non-Teachers	\$ -	\$ -	\$ 500.00	\$ (500.00)
Support Services-General Administration-Other Contract Services	\$ 15,000.00	\$ 296.66	\$ 11,326.89	\$ 3,376.45
Support Services-General Administration-General Supplies and Materials	\$ -	\$ -	\$ 500.00	\$ (500.00)
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 203,080.00</b>	<b>\$ 15,984.88</b>	<b>\$ 169,342.81</b>	<b>\$ 17,752.51</b>
Support Services-School Administration-Salaries Expense- Principals	\$ 199,955.00	\$ 21,653.34	\$ 173,226.66	\$ 5,075.00
Support Services-School Administration-Salaries Expense- Director of Advancement	\$ 99,470.00	\$ 11,052.21	\$ 88,417.79	\$ -
Support Services-School Administration-Salaries Expense- Secretarial/Clerical/Technical Assistants	\$ 87,060.00	\$ 7,944.70	\$ 76,890.90	\$ 2,224.40
Support Services-School Administration-Employee Benefits	\$ 112,685.00	\$ 10,898.43	\$ 93,616.62	\$ 8,169.95
Support Services-School Administration-Professional Development	\$ 1,500.00	\$ -	\$ 1,000.00	\$ 500.00
Support Services-School Administration-Other Charges	\$ 1,530.00	\$ 1,200.00	\$ 250.00	\$ 80.00
Support Services-School Administration-Employee Travel - Non-Teachers	\$ 1,500.00	\$ -	\$ 750.00	\$ 750.00
Support Services-School Administration-General Supplies and Materials	\$ 20,000.00	\$ -	\$ 17,400.00	\$ 2,600.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 523,700.00</b>	<b>\$ 52,748.68</b>	<b>\$ 451,551.97</b>	<b>\$ 19,399.35</b>
Central Services-Other Professional/Technical Services	\$ 150,000.00	\$ 5,339.64	\$ 152,082.15	\$ (7,421.79)
Central Services-Other Charges	\$ 12,000.00	\$ 264.00	\$ 10,350.00	\$ 1,386.00
Central Services-Advertising	\$ 2,000.00	\$ 89.71	\$ 1,500.00	\$ 410.29
Central Services-Other Contract Services	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
Central Services-Software	\$ 20,000.00	\$ 17,747.18	\$ 252.82	\$ 2,000.00
<b>Function 2500 - Central Services</b>	<b>\$ 189,000.00</b>	<b>\$ 23,440.53</b>	<b>\$ 169,184.97</b>	<b>\$ (3,625.50)</b>

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ((Fund) >= "1000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Operation & Maintenance of Plant-Salaries Expense- Custodial	\$ 43,046.00	\$ 2,560.62	\$ 20,484.96	\$ 20,000.42
Operation & Maintenance of Plant-Employee Benefits	\$ 17,783.00	\$ 643.50	\$ 5,148.00	\$ 11,991.50
Operation & Maintenance of Plant-Other Charges	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Operation & Maintenance of Plant-Maintenance & Repair - Buildings And Grounds	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Operation & Maintenance of Plant-Electricity	\$ 40,000.00	\$ 4,571.97	\$ 32,222.16	\$ 3,205.87
Operation & Maintenance of Plant-Natural Gas (Buildings)	\$ 10,000.00	\$ 162.24	\$ 4,916.34	\$ 4,921.42
Operation & Maintenance of Plant-Water/Sewage	\$ 20,000.00	\$ 581.90	\$ 9,466.99	\$ 9,951.11
Operation & Maintenance of Plant-Communication Services	\$ 50,000.00	\$ 3,182.98	\$ 41,817.02	\$ 5,000.00
Operation & Maintenance of Plant-Renting Land and Buildings	\$ 105,000.00	\$ 54,452.14	\$ 595,547.86	\$ (545,000.00)
Operation & Maintenance of Plant-Rental - Equipment and Vehicles	\$ 25,000.00	\$ 2,143.93	\$ 17,856.07	\$ 5,000.00
Operation & Maintenance of Plant-Property/Liability Insurance	\$ 80,811.00	\$ 80,890.00	\$ -	\$ (79.00)
Operation & Maintenance of Plant-Other Contract Services	\$ 40,000.00	\$ 2,689.46	\$ 15,718.41	\$ 21,592.13
Operation & Maintenance of Plant-General Supplies and Materials	\$ 45,000.00	\$ 9.98	\$ 58,500.00	\$ (13,509.98)
Operation & Maintenance of Plant-"Supply Assets (\$5,000 or Less)"	\$ 4,000.00	\$ 2,470.70	\$ 1,529.30	\$ -
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 491,640.00</b>	<b>\$ 154,359.42</b>	<b>\$ 803,207.11</b>	<b>\$ (465,926.53)</b>
<b>Fund 11000 - Operational</b>	<b>\$ 4,704,002.00</b>	<b>\$ 419,311.75</b>	<b>\$ 4,526,727.95</b>	<b>\$ (242,037.70)</b>
<b>Instructional Materials Fund</b>				
Instruction-Instructional Materials Cash - 50% Textbooks	\$ 4,301.00	\$ -	\$ -	\$ 4,301.00
<b>Function 1000 - Instruction</b>	<b>\$ 4,301.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,301.00</b>
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$ 4,301.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,301.00</b>
<b>Non-Instructional Support</b>				
Instruction-Other Charges	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Instruction-Student Travel	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Instruction-Employee Travel - Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Instruction-General Supplies and Materials	\$ 16,799.00	\$ -	\$ 1,000.00	\$ 15,799.00
<b>Function 1000 - Instruction</b>	<b>\$ 42,799.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 41,799.00</b>
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$ 42,799.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 41,799.00</b>
<b>Title I</b>				
Instruction-Salaries Expense- Teachers-Grades 1-12	\$ 12,118.00	\$ -	\$ -	\$ 12,118.00
<b>Function 1000 - Instruction</b>	<b>\$ 12,118.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,118.00</b>
Support Services-Students-Salaries Expense- Counselor	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 25,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000.00</b>
<b>Fund 24101 - Title I - IASA</b>	<b>\$ 37,118.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,118.00</b>
<b>IDEA-B</b>				
Support Services-Students-Specialists - Contracted	\$ 92,390.00	\$ -	\$ -	\$ 92,390.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 92,390.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 92,390.00</b>
<b>Fund 24106 - Entitlement IDEA-B</b>	<b>\$ 92,390.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 92,390.00</b>
<b>Title IV</b>				
Support Services-Students-Salaries Expense- Social Worker	\$ 7,400.00	\$ -	\$ -	\$ 7,400.00
Support Services-Students- Employee Benefits	\$ 2,600.00	\$ -	\$ -	\$ 2,600.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>
<b>Fund 24189 - Title IV Student Support and Academic Achievement</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>
<b>CRRSA, ESSER II</b>				
Instruction-Salaries Expense- Teachers-Grades 1-12	\$ 83,913.00	\$ -	\$ -	\$ 83,913.00
Instruction-Employee Benefits	\$ 34,878.00	\$ -	\$ -	\$ 34,878.00
<b>Function 1000 - Instruction</b>	<b>\$ 118,791.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 118,791.00</b>
Operation & Maintenance of Plant-Other Contract Services	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>
<b>Fund 24308- CRRSA, ESSER II</b>	<b>\$ 119,791.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,791.00</b>

**The Ask Academy**  
**Account Summary Report- Expenditures**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ((Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No;

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b><u>Instructional Materials Fund</u></b>				
Instruction-Instructional Materials Cash - 50% Textbooks	\$ 3,175.00	\$ -	\$ -	\$ 3,175.00
Function 1000 - Instruction	\$ 3,175.00	\$ -	\$ -	\$ 3,175.00
<b>Fund 27109- Instructional Materials</b>	<b>\$ 3,175.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,175.00</b>
<b><u>SB-9 Local</u></b>				
Support Services-General Administration-County Tax Collection Costs	\$ -	\$ 10.53	\$ -	\$ (10.53)
Function 2300 - Support Services-General Administration	\$ -	\$ 10.53	\$ -	\$ (10.53)
<b>Fund 31701 - Capital Improvements SB-9 LOCAL</b>	<b>\$ -</b>	<b>\$ 10.53</b>	<b>\$ -</b>	<b>\$ (10.53)</b>
<b>Total</b>	<b>\$ 5,013,576.00</b>	<b>\$ 419,322.28</b>	<b>\$ 4,527,727.95</b>	<b>\$ 66,525.77</b>

**The Ask Academy  
Check Register Report**

Bank: [All]; Bank Account: [All]; Begin Date: 07/01/2021; End Date: 07/31/2021; Status: Non-Void;

Bank	Account Number
Wells Fargo Bank	

Date	Number	Type	Payee/From	Deposit	Withdrawal
7/1/2021	07-001	Cash Receipt	Laptop Damage FY21	\$ 145.35	
7/2/2021		Payroll Liability Check	Wells Fargo		\$ 13,444.38
7/2/2021		Payroll Liability Check	Wells Fargo		\$ 498.94
7/6/2021	00024261	Journal Entry	To void and reissue Horizons of NM check#8936.; Temp Transaction Number T0024307	\$ 44.86	
7/7/2021		Payroll Liability Check	EFTPS		\$ 4,857.63
7/7/2021		Payroll Liability Check	EFTPS		\$ 15,521.28
7/7/2021		Payroll Liability Check	EFTPS		\$ 145.41
7/7/2021	07-002	Cash Receipt	Cares Act RFR FY21	\$ 2,682.96	
7/8/2021	9160	Payroll Liability Check	Aspire Financial Services		\$ 900.00
7/8/2021	9161	Payroll Liability Check	Security Benefit		\$ 490.00
7/8/2021	9162	Payroll Liability Check	Voya ReliaStar		\$ 200.00
7/9/2021		Payroll Liability Check	Insight Financial Services, Inc.		\$ 917.91
7/9/2021		Payroll Liability Check	NM Retiree Health Care Authority		\$ 11,111.35
7/9/2021		Payroll Liability Check	NMPSIA		\$ 38,213.90
7/12/2021	00024278	Journal Entry	CASC July 2021; Temp Transaction Number T0024433		\$ 259.35
7/14/2021		Payroll Liability Check	NM Educational Retirement Board		\$ 91,873.48
7/14/2021	07-003	Cash Receipt	SEG July 2021	\$ 366,166.84	
7/14/2021	07-004	Cash Receipt	Special Capital Outlay RFR FY21	\$ 68,225.06	
7/14/2021	07-005	Cash Receipt	IDEA-B RFR FY21	\$ 3,988.57	
7/14/2021	07-006	Cash Receipt	Title I RFR FY21	\$ 3,266.17	
7/15/2021		AP Warrant	The ASK Academy Foundation		\$ 45,200.00
7/15/2021	9196	Payroll Liability Check	Minnesota Child Support Payment Center		\$ 409.00
7/16/2021		Payroll Liability Check	Wells Fargo		\$ 50,438.82
7/16/2021		Payroll Liability Check	Wells Fargo		\$ 14,428.50
7/16/2021	07-007	Cash Receipt	Student Activities	\$ 20.00	
7/16/2021	07-008	Cash Receipt	Sandoval County SB-9 - June 2021	\$ 1,042.15	
7/16/2021	9163	AP Warrant	Albuquerque Publishing Company		\$ 89.71
7/16/2021	9164	AP Warrant	Central New Mexico Community College		\$ 625.00
7/16/2021	9165	AP Warrant	CIT		\$ 2,143.93
7/16/2021	9166	AP Warrant	City of Rio Rancho Water and Wastewater		\$ 48.89
7/16/2021	9167	AP Warrant	Cognia		\$ 1,200.00
7/16/2021	9168	AP Warrant	EBSCO Publishing		\$ 16,333.00
7/16/2021	9170	AP Warrant	Harris School Solutions		\$ 17,747.18
7/16/2021	9171	AP Warrant	Horizons of New Mexico		\$ 44.86
7/16/2021	9172	AP Warrant	Johnson Controls Fire Protection LP		\$ 2,115.43
7/16/2021	9173	AP Warrant	Matthews Fox		\$ 108.44
7/16/2021	9174	AP Warrant	NM Gas Co.		\$ 53.32

**The Ask Academy  
Check Register Report**

Bank: [All]; Bank Account: [All]; Begin Date: 07/01/2021; End Date: 07/31/2021; Status: Non-Void;

Bank	Account Number
Wells Fargo Bank	

Date	Number	Type	Payee/From	Deposit	Withdrawal
7/16/2021	9175	AP Warrant	Otis Elevator Company		\$ 162.35
7/16/2021	9176	AP Warrant	Pioneer ACE Hardware		\$ 9.98
7/16/2021	9177	AP Warrant	PNM		\$ 230.34
7/16/2021	9178	AP Warrant	Poweron Technology Services		\$ 36,680.01
7/16/2021	9179	AP Warrant	Powerschool Group, LLC		\$ 9,274.63
7/16/2021	9180	AP Warrant	Project Lead the Way, Inc.		\$ 3,200.00
7/16/2021	9181	AP Warrant	Rachel Matthew Development		\$ 2,470.70
7/16/2021	9182	AP Warrant	Select Security - ART		\$ 114.35
7/16/2021	9183	AP Warrant	SG Consulting Services, LLC		\$ 296.66
7/16/2021	9184	AP Warrant	Sparklight		\$ 434.59
7/16/2021	9185	AP Warrant	The Vigil Group, LLC		\$ 5,339.64
7/16/2021	9186	AP Warrant	Tumbleweed Press, Inc.		\$ 559.30
7/16/2021	9187	AP Warrant	Unite Private Networks, LLC		\$ 2,562.24
7/16/2021	9188	AP Warrant	Waste Management of New Mexico		\$ 161.24
7/16/2021	9189	AP Warrant	Wisconsin Center for Education Research		\$ 70.04
7/16/2021	9190	AP Warrant	City of Rio Rancho Water and Wastewater		\$ 533.01
7/16/2021	9191	AP Warrant	NM Gas Co.		\$ 108.92
7/16/2021	9192	AP Warrant	PNM		\$ 4,341.63
7/16/2021	9193	AP Warrant	Sparklight		\$ 186.15
7/16/2021	9194	AP Warrant	The ASK Academy Foundation		\$ 9,252.14
7/16/2021	9195	AP Warrant	Waste Management of New Mexico		\$ 91.23
7/21/2021		Payroll Liability Check	EFTPS		\$ 5,150.27
7/21/2021		Payroll Liability Check	EFTPS		\$ 15,523.70
7/21/2021		AP Warrant	NMPSIA		\$ 80,890.00
7/22/2021		Payroll Liability Check	NM Department of Taxation and Revenue		\$ 5,253.68
7/22/2021	07-009	Cash Receipt	Title IV RFR FY21	\$ 920.09	
7/23/2021		Payroll Liability Check	NM Department of Taxation and Revenue		\$ 197.80
7/23/2021	07-010	Cash Receipt	Title I RFR FY21	\$ 4,891.95	
7/29/2021	07-011	Cash Receipt	Computer Fees	\$ 550.00	
7/30/2021		Payroll Liability Check	Wells Fargo		\$ 68,986.26
7/30/2021	9198	Payroll Liability Check	Minnesota Child Support Payment Center		\$ 409.00
<b>Sub Total</b>				<b>\$ 451,944.00</b>	<b>\$ 581,909.57</b>
<b>Grand Total</b>				<b>\$ 451,944.00</b>	<b>\$ 581,909.57</b>

**The Ask Academy**  
**Outstanding Purchase Orders Report**

Accounting Cycle: FY2022; PO Type: [All]; Vendor: [All]; Purchase Order: [All]; Account Expression: {[Fund] >= "11000"}; Include Tax and Shipping: Yes; Include Closed POs: No; Show Detail: Yes;

PO Number	Type	Vendor Name	Date Issued	PO Amount	Invoiced Amount	Printed Checks	Remaining Encumbrance
ASK220001	Dollar	ACES	7/1/2021	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
ASK220002	Dollar	Action Security	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220003	Dollar	Albuquerque Publishing Company	7/1/2021	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
ASK220004	Dollar	Alexandra Boyd	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220005	Dollar	Alexandra Boyd	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220006	Dollar	All Power Electric	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220007	Dollar	Amazon.com	7/1/2021	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
ASK220008	Dollar	AMLE	7/1/2021	\$ 300.00	\$ -	\$ -	\$ 300.00
ASK220009	Dollar	Archway	7/1/2021	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
ASK220010	Dollar	Smith, Bonnie	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220011	Dollar	Brady Industries Inc.	7/1/2021	\$ 30,000.00	\$ 277.47	\$ 277.47	\$ 29,722.53
ASK220012	Dollar	C. Dayne Williams	7/1/2021	\$ 16,171.88	\$ -	\$ -	\$ 16,171.88
ASK220013	Dollar	Campus Specialties - Herff Jones	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220014	Dollar	Central New Mexico Community College	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220015-1	Dollar	Charter School Nursing Services	7/1/2021	\$ 64,725.00	\$ -	\$ -	\$ 64,725.00
ASK220016-1	Dollar	CIT	7/1/2021	\$ 20,000.00	\$ 2,143.93	\$ 2,143.93	\$ 17,856.07
ASK220017	Dollar	City of Rio Rancho Water and Wastewater	7/1/2021	\$ 10,000.00	\$ 581.90	\$ 581.90	\$ 9,418.10
ASK220018	Dollar	CliftonLarsonAllen, LLP	7/1/2021	\$ 17,260.00	\$ -	\$ -	\$ 17,260.00
ASK220019	Dollar	CNM	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220021	Dollar	College Board	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220022	Dollar	Constance Dove	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220023	Dollar	Constance Dove	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220024	Dollar	Crisis Prevention Institute, Inc.	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220025-1	Dollar	Curriculum Associates	7/1/2021	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
ASK220027	Dollar	Edgenuity, Inc.	7/1/2021	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
ASK220028	Dollar	Edlio, LLC	7/1/2021	\$ 5,350.00	\$ 4,750.00	\$ 4,750.00	\$ 600.00
ASK220029	Dollar	Erica Davis Crump	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220031	Dollar	Harris School Solutions	7/1/2021	\$ 18,000.00	\$ 17,747.18	\$ 17,747.18	\$ 252.82
ASK220032	Dollar	Horizons of New Mexico	7/1/2021	\$ 970.88	\$ -	\$ -	\$ 970.88
ASK220033	Dollar	Intrado (formerly West Corp.)	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220036	Dollar	Kylee Gordley-Shurter	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220037	Dollar	Lowe's	7/1/2021	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
ASK220038	Dollar	LSG & Associates, Inc.	7/1/2021	\$ 59,331.25	\$ -	\$ -	\$ 59,331.25
ASK220039	Dollar	Mackenzie Woods	7/1/2021	\$ 250.00	\$ -	\$ -	\$ 250.00
ASK220040	Dollar	Mackenzie Woods	7/1/2021	\$ 250.00	\$ 110.00	\$ 110.00	\$ 140.00
ASK220041	Dollar	Mark's Plumbing & Heating	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220042	Dollar	Mary Lou Lopez	7/1/2021	\$ 500.00	\$ 391.27	\$ 391.27	\$ 108.73
ASK220043	Dollar	Matthews Fox	7/1/2021	\$ 10,843.75	\$ -	\$ -	\$ 10,843.75
ASK220044	Dollar	Michael Chavez Consulting, LLC	7/1/2021	\$ 3,775.63	\$ -	\$ -	\$ 3,775.63
ASK220045	Dollar	Millennium Communications Corporation	7/1/2021	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
ASK220046	Dollar	Minitab Inc.	7/1/2021	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
ASK220047	Dollar	Shimada, Nadyne	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220048	Dollar	Shimada, Nadyne	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220049	Dollar	NASSP	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220050	Dollar	Nevelyn Headrick	7/1/2021	\$ 500.00	\$ -	\$ -	\$ 500.00
ASK220051	Dollar	NM Gas Co.	7/1/2021	\$ 5,000.00	\$ 83.66	\$ 83.66	\$ 4,916.34
ASK220052	Dollar	NM Association of School Business Officials	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220053	Dollar	Otis Elevator Company	7/1/2021	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
ASK220054	Dollar	Pacific Office Automation	7/1/2021	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
ASK220055	Dollar	Pioneer ACE Hardware	7/1/2021	\$ 1,000.00	\$ 7.99	\$ 7.99	\$ 992.01
ASK220056	Dollar	PNM	7/1/2021	\$ 35,000.00	\$ 2,777.84	\$ 2,777.84	\$ 32,222.16
ASK220057	Dollar	Powerschool Group, LLC	7/1/2021	\$ 10,000.00	\$ 9,274.63	\$ 9,274.63	\$ 725.37
ASK220058	Dollar	Preventive Pest Control	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220060	Dollar	Public Charter Schools of New Mexico	7/1/2021	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
ASK220061	Dollar	Public Charter Schools of New Mexico	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220062	Dollar	Rio Rancho Regional Chamber of Commerce	7/1/2021	\$ 250.00	\$ -	\$ -	\$ 250.00
ASK220063	Dollar	Romero Consulting, LLC	7/1/2021	\$ 3,775.63	\$ -	\$ -	\$ 3,775.63

**The Ask Academy  
Outstanding Purchase Orders Report**

Accounting Cycle: FY2022; PO Type: [All]; Vendor: [All]; Purchase Order: [All]; Account Expression: ([Fund] >= "11000") ; Include Tax and Shipping: Yes; Include Closed POs: No; Show Detail: Yes;

PO Number	Type	Vendor Name	Date Issued	PO Amount	Invoiced Amount	Printed Checks	Remaining Encumbrance
ASK220064	Dollar	Sandia Office Supply	7/1/2021	\$ 10,000.00	\$ 554.37	\$ 554.37	\$ 9,445.63
ASK220065	Dollar	School Nurse Supply Inc.	7/1/2021	\$ 1,000.00	\$ 748.47	\$ 748.47	\$ 251.53
ASK220066	Dollar	SEAS Education Inc.	7/1/2021	\$ 1,600.00	\$ -	\$ -	\$ 1,600.00
ASK220067	Dollar	Select Security - ART	7/1/2021	\$ 1,500.00	\$ 114.35	\$ 114.35	\$ 1,385.65
ASK220068	Dollar	SG Consulting Services, LLC	7/1/2021	\$ 3,775.63	\$ -	\$ -	\$ 3,775.63
ASK220069	Dollar	Sparklight	7/1/2021	\$ 6,000.00	\$ 620.74	\$ 620.74	\$ 5,379.26
ASK220070	Dollar	The ASK Academy Foundation	7/1/2021	\$ 550,000.00	\$ 46,729.92	\$ 46,729.92	\$ 503,270.08
ASK220071	Dollar	The ASK Academy Foundation	7/1/2021	\$ 100,000.00	\$ 16,974.36	\$ 16,974.36	\$ 83,025.64
ASK220072	Dollar	The ASK Academy Foundation	7/1/2021	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
ASK220073	Dollar	The Vigil Group, LLC	7/1/2021	\$ 70,908.75	\$ 5,339.64	\$ 5,339.64	\$ 65,569.11
ASK220074	Dollar	The Vigil Group, LLC	7/1/2021	\$ 150.00	\$ -	\$ -	\$ 150.00
ASK220076	Dollar	Turbo Threads	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220077	Dollar	Unite Private Networks, LLC	7/1/2021	\$ 36,000.00	\$ 3,074.68	\$ 3,074.68	\$ 32,925.32
ASK220078	Dollar	Waste Management of New Mexico	7/1/2021	\$ 6,000.00	\$ 504.94	\$ 504.94	\$ 5,495.06
ASK220079	Dollar	West Mesa Lock & Safe	7/1/2021	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
ASK220080	Dollar	ACES	7/1/2021	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
ASK220081	Dollar	Rachel Matthew Development	7/1/2021	\$ 4,000.00	\$ 2,470.70	\$ 2,470.70	\$ 1,529.30
ASK220082	Dollar	SEAS Education Inc.	7/1/2021	\$ 1,600.00	\$ -	\$ -	\$ 1,600.00
ASK220085-1	Dollar	McGraw Hill Education	7/26/2021	\$ 4,958.34	\$ -	\$ -	\$ 4,958.34
ASK220086	Dollar	Mike's Pro Painting LLC	7/1/2021	\$ 1,000.00	\$ 403.83	\$ 403.83	\$ 596.17
ASK220087	Dollar	Accountability and Compliance	7/1/2021	\$ 6,173.40	\$ -	\$ -	\$ 6,173.40
ASK220088	Regular	Nexus E-Rate Services, LLC	7/19/2021	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
ASK220090	Dollar	McGraw Hill Education	8/3/2021	\$ 9,732.50	\$ -	\$ -	\$ 9,732.50
<b>Sub Total</b>				<b>\$ 1,323,852.64</b>	<b>\$ 115,681.87</b>	<b>\$ 115,681.87</b>	<b>\$ 1,208,170.77</b>

**BANK RECONCILIATION**

School: **The Ask Academy**  
Bank: **Wells Fargo**  
Account Description: **Main Checking Account**  
Statement Date: **July 31, 2021**

Beginning balance per bank:	\$ 547,735.42
Cleared transactions:	\$ (585,043.24)
Deposits and credits:	\$ 451,899.14
Other bank adjustments	
Ending balance per bank	<u>\$ 414,591.32</u>
Plus: Outstanding Deposits	
Plus: Cleared items prior to entry	
Less: Outstanding checks	\$ (3,897.99)
Expected Balance per GL	<u>\$ 410,693.33</u>

**The Ask Academy  
Outstanding Checks Report**

Accounting Cycle: FY2021; Bank: Wells Fargo Bank - ; Bank Account:- Main Bank Acct; Statement Date: 07/31/2021; Include Unposted Transactions: No;

Last Reconciled	Beginning Balance	Statement Date
6/30/2021	\$ (7,076.52)	07/31/2021

Date	Source Document	Item Number	Description	Withdrawal
10/1/2020	APV21-021	8527	Gavin Phillip	\$ 15.00
2/12/2021	APV21-049	8705	Aiden Jennings-Quattropani	\$ 17.00
2/12/2021	APV21-049	8713	Daniel Barbier	\$ 17.00
2/12/2021	APV21-049	8717	Gavin Phillip	\$ 17.00
2/12/2021	APV21-049	8735	Ty Arnot	\$ 17.00
2/12/2021	APV21-049	8739	Zachariah Seth Robredo	\$ 17.00
6/17/2021	APV21-079	9034	Michael Chavez Consulting, LLC	\$ 2,669.94
7/16/2021	PVM22-003	9163	Albuquerque Publishing Company	\$ 89.71
7/16/2021	PVM22-003	9186	Tumbleweed Press, Inc.	\$ 559.30
7/16/2021	PVM22-003	9189	Wisconsin Center for Education Research	\$ 70.04
7/30/2021	PVM22-028	9198	Minnesota Child Support Payment Center	\$ 409.00
<b>Sub Total</b>				<b>\$ 3,897.99</b>

# TONYA ROSS

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## EDUCATION

### New Mexico Institute of Mining and Technology – Socorro, NM

- **Ph.D. Candidate in Petroleum Engineering with a focus in Geomechanical Modeling** Expected December 2022
  - *Project: Improved Sweep During Polymer Flooding by Controlling Sand Movement*
- **Master of Engineering Management** Expected August 2021
  - *Project: Public Finance Impact of Shale Development in the Permian Basin*
- **Master of Science in Petroleum and Natural Gas Engineering** Graduated 2015
  - *Thesis: Steam Injection EOR for Naturally Fractured Light Oil Reservoir*
- **Bachelor of Science in Petroleum and Natural Gas Engineering** Graduated 2013
  - *Senior Project: Feasibility Study of the Yeso Field in Eddy County, NM*

## PROFILE

### Geosciences Engineer | Petroleum Engineer | Facilities Engineer | Systems Engineer

Highly skilled professional with extensive engineering, operation, and safety experience. Qualifications include expertise in asset/infrastructure development and operations from working with a Fortune 500 company and Sandia National Laboratories. Experience in system safety, risk analysis, geomechanical modeling, chemical modeling, facilities, and piping designs and operation, economic evaluation, project management, project facilitation, and implementation.

## ACHIEVEMENTS AND AWARDS

- **Black Engineer of the Year:** 2021 Modern Day Technology Leader Outstanding Achievement Award
- **Department of Energy:** Women in STEM
- **Sandia National Laboratories:** Future Leadership Pathway Program

## PROFESSIONAL EXPERIENCE

### Sandia National Laboratories – Albuquerque, NM

2017 – Present

#### *Senior Geosciences Engineer, Strategic Petroleum Reserve (SPR)*

- Provide technical support for SPR geomechanical modeling
- Responsibilities include creating three-dimensional finite element meshes using Sandia mesh generation program CUBIT for use in large-scale geomechanical models of underground storage facilities.
- Create, run, and analyze geomechanical models using the Sandia Sierra Solid Mechanics code Adagio. As part of this work, I am running simulations with an enhanced M-D model for low deviatoric stress to improve the prediction of steady-state cavern closure behavior.

#### *Senior Systems Engineer/ Work Planning and Control (WP&C) Program Lead, System Safety Hazard Analysis Organization*

- Conduct research and development related to assessing and improving the safety of facilities across Sandia
- Provide extensive expert technical advice and assistance to line organizations on complex safety basis issues
- Perform safety basis analyses for facilities, including hazard identification, hazard analysis, accident analysis, and control selection
- Employ a structured engineering approach that models risks for different facilities across Sandia by utilizing the risk assessment tools and the WP&C process
- Identify and validate hazards associated with the Radioactive Mixed Waste Management Facility (RMWMF) operations, ensuring that the existing facility and system designs support safe execution of current and planned activities
- Lead and collaborate with the 1530 organization to provide technical expertise for the Energetic Materials Research and Testing Center (EMRTC) mission sustainability plan
- Develop and manage a dynamic excel model to provide an in-depth analysis of chemical dispersion modeling using ALOHA and Screen View Air Dispersion Model Software

# TONYA ROSS

## PROFESSIONAL EXPERIENCE CONT.

Selman and Associates – Midland, TX

2017 – 2017

### *Wellsite Geologist*

- Conducted wellsite analysis and worked closely with a team of engineers to ensure oil and gas wells were completed on time
- Maintained real-time proprietary computer-based data acquisition system with a well logging unit
- Wrote daily confidential well reports as well as comprehensive end-of-well reports
- Calibrated and performed troubleshooting on gas-reading devices to identify relevant and critical connections

ConocoPhillips – Houston, TX

2014 – 2016

### *Facilities Engineer- Eagle Ford*

- Lead engineer providing technical support to operations, construction, and engineering for Eagle Ford asset
- Managed and implemented **\$72MM** capital projects through field development planning and designing of surface facilities and piping systems
- Developed and oversaw AFE's (Authorization for Expenditures), environmental documentation and engineering scope documents for the construction of new well facility and pipeline projects
- Recommended and developed an infrastructure strategy through Plan of Development (POD) for flowline lengths and diameters based on different rig scenarios
- Reduced project cost by **\$1.5MM** through field reviews and re-designing of existing facilities
- Utilized Management of Change (MOC) to review and approve engineering design documents
- Facilitated, led and implemented design changes for multiple facilities sub-systems

### *Graduate Facilities Engineer - Eagle Ford*

- Collaborated with cross-functional groups to engineers, identified and implemented projects directly related to the Environmental Protection Agency (EPA)
- Engineered a dynamic Excel model to analyze forces on individual equipment for **82 existing facilities** located in the FEMA 100-year floodplains
- Utilized risk management and process safety to analyze and streamline future flood impacts on equipment
- Consulted with the emission control projects including developing project scope, capacity planning, manpower planning, designing, and managing economic justification
- Led and empowered a collaborated focus group on pad location optimization to realize **\$5,000+ M** in savings on 10 staked flowlines, with continuous future savings

ConocoPhillips – Farmington, NM

### *Facilities Engineering Intern*

- Recommended a centralized compression station base on a monthly operational cost savings of **\$18M** per month
- Designed an integrated hydraulic model for compression optimization on wells
- Generated well forecasts through dynamic reservoir and production data using Oil Field Management (OFM)
- Performed an in-depth analysis for fresh-water and salt-water disposal sources for the San Juan Basin

Unconventional Resources Research Project – Socorro, NM

2013 – 2015

### *Research Engineer*

- Performed in-depth study of production performance in naturally fractured and non-fractured reservoir through thermal simulation model
- Analyzed the impact of different oil recovery mechanisms for light, medium, and heavy oil reservoirs
- Accomplished comprehensive analysis of steam injection in unconventional reservoir using ECLIPSE and Excel
- Completed analyses of pertinent reservoir parameters (such as permeability, matrix height, porosity, and capillary pressure) during steam injection for naturally fractured reservoirs

## TECHNICAL QUALIFICATIONS

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- **Technical experience:** Process and Instrumentation Diagram (P&IDs), Isometric (ISOs), Bill of Material (BOMs), ASME B31.3, and ASME B31.8, Cause and Effect, Hazard Analysis, Root Cause Analysis, 1-D Geomechanical Model, Artificial Lifts Designs, Lean Six Sigma Greenbelt, Certified Scrum Product Owner
- **Software:** Reservoir modeling using ECLIPSE, PipeSim, OFM, Cygnet, SAP, Peep, Wellview, ArcGIS, Spotfire, Microsoft Office Suite, ALHOHA, Screen View, CUBIT, System Nodal Analysis Program (SNAP), Basic Python, R Programming

## PUBLICATIONS

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- Sobolik, S.R., and **Ross, T.S.A** (2021). Effect of the Addition of a Low Equivalent Stress Mechanism to the Analysis of Geomechanical Behavior of Oil Storage Caverns in Salt. Presented at the American Rock Mechanics Association (ARMA) Conference, 20-23 June, Houston, Texas, USA. ARMA 21-1127.
- **Ross, T.**, Shabani, B. and Rahnema, H. (2019). Under Review. Performance prediction of different recovery mechanisms during steam injection in non-fractured and naturally fractured light oil reservoirs. *Int. J. Oil, Gas and Coal Technology*
- **Ross, T.S.**, Rahnema, H., Nwachukwu, C., Alebiosu, O., & Shabani, B. (2018). Steam Injection in Tight Oil Reservoir. Presented at the SPE Improved Oil Recovery Conference, 14-18 April, Tulsa, Oklahoma, USA. SPE-190189-MS.
- **Ross, T. S.** (2015). A Sensitivity Analysis of Steam Injection for a Naturally Fractured Light Oil Reservoir (Master's Thesis). New Mexico Institute of Mining and Technology, Socorro, New Mexico.



**2021-22  
FUNDING**

Operational Budget	Purpose	Description of ASK Use	Total
State Equalization Guarantee (SEG)	Public School Funding	Per Pupil Funding Based on Grade Level & Special Education Level of Need	+ \$4,704,002
Entitlements/Grants			
*Title I	Academic support for students most at risk of failing	Title I funds will be used to fund an additional reading intervention course, in addition to the courses being offered through State and local funds. Stakeholders provided input after reviewing short-cycle assessment data, state testing data, I-Ready intervention results, grades and teacher recommendations to identify the lowest performing students. Intervention software will be used with students scheduled for intervention courses, after parent conferences with recommended students. (Module 5) <b>Intervention Teachers 7-8: \$12,117.64</b> <b>Homeless Liaison: \$25,000.00</b>	\$37,117.64
*Title IIA	Professional Development to improve teacher/principal quality & effectiveness	<b>PD to Increase Equity:</b> Professional development in curriculum and assessment of instruction will be provided to teachers.  <b>Carryover:</b> Stipends (2 Pathway Leads) \$2000/ea=\$4000 Math, SS, English, Senior Activities Lead \$1000/ea=\$4000 Robotics Leads-HS & MS \$1500/ea=\$3000	\$8,952.21  \$9,456.00
*Title IV	Support for Academic Improvement	To improve the ASK Graduation Rate, we will support an Achievement Coach to improve graduation rates and student achievement. (4107: Well-Rounded Education) <b>Achievement Coach: \$10,000</b>	\$10,000
*IDEA-B	Special Education	<b>SLP Contract Services (Objective 2)</b>	\$92,390.00
*ESSER II	Coronavirus Response & Relief Appropriations (CRRSA)	<b>Counselor/Social worker \$60,790.57</b> <b>Cleaning Services \$59,000</b>	\$119,790.57

<b>ESSER III</b>	CRRSA	Interim Award (2/3) \$178,889.79/1/3 \$89,444.90 State Priorities: Closing digital divide, Accelerated instruction (20% required), Supporting social/emotional needs, Supporting unique needs of students with disabilities & at-risk students, Providing PPP, Improving indoor air quality	\$268,334.69
<b>**Air Quality Funding</b>	CRRSA	MERV Air Filters (\$1000 monthly)	\$4,394
<b>GOB Library Funds</b>	Print, non-print & electronic resources	Physics Textbooks – 6 yr subscription \$4,958.34	\$4,438.00
<b>FCC Universal Service Program (E-Rate)</b>	Equal Access to Technology	Telecommunications/Internet Service (Fiber) Tech Support	\$12,675.55
<b>PSCOC</b>	Broadband Deficiencies	WAP's, Firewall Service & Components, Switches	\$15,647.96
<b>SB-9 Local</b>	Capital Improvements	Mill Levy Funds	\$14,133.24
<b>SB-9 State Match</b>	Capital Improvements	Mill Levy Funds	\$160,823
<b>Legislative Appropriations</b>	Capital Improvements	2020 Move gate to enclose 6 <sup>th</sup> Grade Academy; Upgrade to keyless entry; Shade structures on Main and 6 <sup>th</sup> Grade Buildings	\$25,717
<b>Legislative Appropriations</b>	Capital Improvements	2021 Camera Upgrades	\$224,000
<b>**Lease Assistance</b>	Lease Support	Main \$343,006 6 <sup>th</sup> \$74,729	\$150,000
<b>TOTAL</b>			\$417,735.00
<b>TOTAL Operational &amp; Entitlements/Grants</b>			\$1,575,604.86
			\$6,279,607.86

+ Approved by GC 5/13/21 \* Approved by PED \*\* Submitted to PED/PSFA

**The ASK Academy**  
**FY2022 Approved Budget**

Account Code	Revenue Description	FY21 Actual	FY22 Proposed Budget
11000-0000-11111-0000-520001-0000-0000	Cash Carryover	\$ 331,523	\$ 300,000
11000-0000-41701-0000-520001-0000-0000	Fees - Activities	\$ -	\$ -
11000-0000-41702-0000-520001-0000-0000	Fees - Educational	\$ 8,885	\$ 10,000
11000-0000-41920-0000-520001-0000-0000	Contributions and Donations From Private Sources	\$ 148,465	\$ -
11000-0000-41980-0000-520001-0000-0000	Refund of Prior Year's Expenditures	\$ -	\$ -
11000-0000-43101-0000-520001-0000-0000	State Equalization Guarantee	\$ 4,127,867	\$ 4,394,002
<b>Function 0000 - Revenue</b>		<b>\$ 4,616,740</b>	<b>\$ 4,704,002</b>

Account Code	Expenditure Description	FTE	FY21 Actual	FTE	FY22 Proposed Budget
<b>Instruction (In the classroom expenditures)</b>					
11000-1000-51100-0000-520001-1611-0000	Salaries Expense- Substitutes	1.00	\$ 17,250	1.00	\$ 16,000
11000-1000-51100-1010-520001-1411-0000	Salaries Expense- Teachers 1-12	32.53	\$ 1,647,366	31.65	\$ 1,710,831
11000-1000-51100-2000-520001-1412-0000	Salaries Expense- Special Ed Teachers	2.82	\$ 159,842	2.85	\$ 166,291
11000-1000-51100-4020-520001-1411-0000	Salaries Expense- Teachers 1-12(At-Risk)	1.18	\$ 47,648	1.00	\$ 53,045
11000-1000-51300-1010-520001-1411-0000	Additional Compensation- Teachers 1-12		\$ 44,960		\$ 20,000
11000-1000-51300-2000-520001-1412-0000	Additional Compensation- Special Ed Teachers		\$ 3,399		\$ 5,000
11000-1000-52111-0000-520001-0000-0000	Instruction-Educational Retirement		\$ 263,788		\$ 289,955
11000-1000-52112-0000-520001-0000-0000	Instruction-ERA - Retiree Health		\$ 38,404		\$ 3,819
11000-1000-52210-0000-520001-0000-0000	Instruction-FICA Payments		\$ 108,975		\$ 118,788
11000-1000-52220-0000-520001-0000-0000	Instruction-Medicare Payments		\$ 25,486		\$ 27,762
11000-1000-52311-0000-520001-0000-0000	Instruction-Health and Medical Premiums		\$ 204,156		\$ 249,036
11000-1000-52312-0000-520001-0000-0000	Instruction-Life		\$ 2,135		\$ 2,031
11000-1000-52313-0000-520001-0000-0000	Instruction-Dental		\$ 8,691		\$ 19,288
11000-1000-52314-0000-520001-0000-0000	Instruction-Vision		\$ 1,310		\$ 2,034
11000-1000-52315-0000-520001-0000-0000	Instruction-Disability		\$ 3,658		\$ 2,082
11000-1000-52500-0000-520001-0000-0000	Instruction-Unemployment Compensation		\$ 3,755		\$ 8,319
11000-1000-52710-0000-520001-0000-0000	Instruction-Workers Compensation Premium		\$ 346		\$ 515
11000-1000-52720-0000-520001-0000-0000	Instruction-Workers Compensation Employers' Fee		\$ -		\$ -
11000-1000-53330-1010-520001-0000-0000	Instruction-Professional Development		\$ 2,195		\$ 5,000
11000-1000-53414-1010-520001-0000-0000	Instruction-Other Professional/Technical Services		\$ -		\$ -
11000-1000-53711-1010-520001-0000-0000	Instruction-Other Charges		\$ 4,878		\$ 3,100
11000-1000-55915-1010-520001-0000-0000	Instruction-Other Contract Services		\$ 5,000		\$ 15,000
11000-1000-56112-1010-520001-0000-0000	Instruction-Other Textbooks		\$ 4,183		\$ 49,801
11000-1000-56112-4020-520001-0000-0000	Instruction-Other Textbooks (At-Risk)		\$ 35,384		\$ 38,945
11000-1000-56113-1010-520001-0000-0000	Instruction-Software		\$ 33,664		\$ 10,000
11000-1000-56113-4020-520001-0000-0000	Instruction-Software (At-Risk)		\$ 22,000		\$ 30,000
11000-1000-58118-1010-520001-0000-0000	Instruction-General Supplies and Materials		\$ 6,365		\$ 20,000
11000-1000-57332-2000-520001-0000-0000	Instruction-"Supply Assets (\$5,000 or Less)"		\$ 3,636		\$ 5,000
<b>Function 1000 - Instruction</b>	<b>Instruction subtotal</b>	<b>37.53</b>	<b>\$ 2,698,473</b>	<b>36.50</b>	<b>\$ 2,871,662</b>

<b>Support Services-Students (Counselor, Health asst, ancillary svcs)</b>					
11000-2100-51100-0000-520001-1211-0000	Salaries Expense- Achievement Coach	0.24	\$ 13,494	0.00	\$ -
11000-2100-51100-0000-520001-1214-0000	Salaries Expense- Counselor	0.10	\$ 7,052	0.00	\$ -
11000-2100-51100-2000-520001-1211-0000	Salaries Expense- Director of SPED	0.23	\$ 22,348	1.00	\$ 84,245
11000-2100-51100-2000-520001-1214-0000	Salaries Expense- Social Worker	0.10	\$ 7,859	0.00	\$ -
11000-2100-51100-4025-520001-1211-0000	Salaries Expense- Achievement Coach (At-Risk)	0.54	\$ 39,502	0.88	\$ 54,263
11000-2100-51100-4025-520001-1214-0000	Salaries Expense- Counselor/ Social Worker (At-Risk)	1.11	\$ 87,391	1.60	\$ 103,514
11000-2100-51300-0000-520001-1211-0000	Additional Compensation- Achievement Coach		\$ 3,080		\$ 4,000
11000-2100-52111-0000-520001-0000-0000	Support Services-Students-Educational Retirement		\$ 25,572		\$ 36,667
11000-2100-52112-0000-520001-0000-0000	Support Services-Students-ERA - Retiree Health		\$ 3,614		\$ 4,841
11000-2100-52210-0000-520001-0000-0000	Support Services-Students-FICA Payments		\$ 10,711		\$ 15,006
11000-2100-52220-0000-520001-0000-0000	Support Services-Students-Medicare Payments		\$ 2,505		\$ 3,510
11000-2100-52311-0000-520001-0000-0000	Support Services-Students-Health and Medical Premiums		\$ 9,995		\$ 11,875
11000-2100-52312-0000-520001-0000-0000	Support Services-Students-Life		\$ 161		\$ 199
11000-2100-52313-0000-520001-0000-0000	Support Services-Students-Dental		\$ 577		\$ 2,469
11000-2100-52314-0000-520001-0000-0000	Support Services-Students-Vision		\$ 97		\$ 291
11000-2100-52315-0000-520001-0000-0000	Support Services-Students-Disability		\$ 224		\$ 267
11000-2100-52500-0000-520001-0000-0000	Support Services-Students-Unemployment Compensation		\$ 205		\$ 841
11000-2100-52710-0000-520001-0000-0000	Support Services-Students-Workers Compensation Premium		\$ 24		\$ 32
11000-2100-53218-2000-520001-0000-0000	Support Services-Students-Specialists - Contracted		\$ 32,000		\$ 20,000
11000-2100-53330-0000-520001-0000-0000	Support Services-Students-Professional Development		\$ 904		\$ 1,000
11000-2100-53414-0000-520001-0000-0000	Support Services-Students-Other Professional/Technical Services		\$ 50,000		\$ 35,000
11000-2100-53711-0000-520001-0000-0000	Support Services-Students-Other Charges		\$ 179		\$ 200
11000-2100-55813-0000-520001-0000-0000	Support Services-Students-Employee Travel - Non-Teachers		\$ 500		\$ 600
11000-2100-56118-0000-520001-0000-0000	Support Services-Students-General Supplies and Materials		\$ 3,000		\$ 1,000
<b>Function 2100 - Support Services-Students Subtotal</b>		<b>2.32</b>	<b>\$ 320,993</b>	<b>3.48</b>	<b>\$ 379,820</b>

<b>Support Services-Instruction-(testing; library)</b>					
11000-2200-56118-0000-520001-0000-0000	General Supplies and Materials		\$ 8,826		\$ 9,000
<b>Function 2200 - Support Services-Instruction Subtotal</b>		<b>0.00</b>	<b>\$ 8,826</b>	<b>0.00</b>	<b>\$ 9,000</b>

**The ASK Academy**  
**FY2022 Approved Budget**

<b>General Administration (GC and Exec Director)</b>					
11000-2300-51100-0000-520001-1111-0000	Salaries Expense- CEO	1.05 \$	116,308	1.00 \$	106,575
11000-2300-52111-0000-520001-0000-0000	Support Services-General Administration-Educational Retirement	\$	16,468	\$	16,147
11000-2300-52112-0000-520001-0000-0000	Support Services-General Administration-ERA - Retiree Health	\$	2,326	\$	2,132
11000-2300-52210-0000-520001-0000-0000	Support Services-General Administration-FICA Payments	\$	6,756	\$	6,608
11000-2300-52220-0000-520001-0000-0000	Support Services-General Administration-Medicare Payments	\$	1,580	\$	1,546
11000-2300-52311-0000-520001-0000-0000	Support Services-General Administration-Health and Medical Premiums	\$	10,511	\$	14,036
11000-2300-52312-0000-520001-0000-0000	Support Services-General Administration-Life	\$	65	\$	57
11000-2300-52313-0000-520001-0000-0000	Support Services-General Administration-Dental	\$	425	\$	1,088
11000-2300-52314-0000-520001-0000-0000	Support Services-General Administration-Vision	\$	-	\$	128
11000-2300-52315-0000-520001-0000-0000	Support Services-General Administration-Disability	\$	363	\$	121
11000-2300-52500-0000-520001-0000-0000	Support Services-General Administration-Unemployment Compensation	\$	170	\$	2,132
11000-2300-52710-0000-520001-0000-0000	Support Services-General Administration-Workers Compensation Premium	\$	9	\$	10
11000-2300-53411-0000-520001-0000-0000	Support Services-General Administration-Auditing	\$	16,000	\$	18,000
11000-2300-53413-0000-520001-0000-0000	Support Services-General Administration-Legal	\$	5,952	\$	15,000
11000-2300-53711-0000-520001-0000-0000	Support Services-General Administration-Other Charges	\$	1,983	\$	2,500
11000-2300-55400-0000-520001-0000-0000	Support Services-General Administration-Advertising	\$	1,000	\$	1,000
11000-2300-55812-0000-520001-0000-0000	Support Services-General Administration-Board Training	\$	1,000	\$	1,000
11000-2300-55915-0000-520001-0000-0000	Support Services-General Administration-Other Contract Services	\$	5,554	\$	15,000
<b>Function 2300 - Support Services-General Administration Subtotal</b>		<b>1.05 \$</b>	<b>186,460</b>	<b>1.00 \$</b>	<b>203,080</b>
<b>School Administration (Asst Director; reception)</b>					
11000-2400-51100-0000-520001-1112-0000	Salaries Expense- HS & MS Principals	2.00 \$	197,000	2.00 \$	199,955
11000-2400-51100-0000-520001-1211-0000	Salaries Expense- Director of Advancement	0.90 \$	86,692	1.00 \$	99,470
11000-2400-51100-0000-520001-1217-0000	Salaries Expense- Clerical	2.50 \$	85,773	2.50 \$	87,060
11000-2400-51300-0000-520001-1217-0000	Additional Compensation- HS & MS Principals	\$	200	\$	-
11000-2400-52111-0000-520001-0000-0000	Support Services-School Administration-Educational Retirement	\$	52,308	\$	58,553
11000-2400-52112-0000-520001-0000-0000	Support Services-School Administration-ERA - Retiree Health	\$	7,393	\$	7,730
11000-2400-52210-0000-520001-0000-0000	Support Services-School Administration-FICA Payments	\$	22,383	\$	23,963
11000-2400-52220-0000-520001-0000-0000	Support Services-School Administration-Medicare Payments	\$	5,235	\$	5,606
11000-2400-52311-0000-520001-0000-0000	Support Services-School Administration-Health and Medical Premiums	\$	8,056	\$	10,901
11000-2400-52312-0000-520001-0000-0000	Support Services-School Administration-Life	\$	382	\$	318
11000-2400-52313-0000-520001-0000-0000	Support Services-School Administration-Dental	\$	1,135	\$	3,943
11000-2400-52314-0000-520001-0000-0000	Support Services-School Administration-Vision	\$	167	\$	464
11000-2400-52315-0000-520001-0000-0000	Support Services-School Administration-Disability	\$	928	\$	426
11000-2400-52500-0000-520001-0000-0000	Support Services-School Administration-Unemployment Compensation	\$	551	\$	730
11000-2400-52710-0000-520001-0000-0000	Support Services-School Administration-Workers Compensation Premium	\$	55	\$	51
11000-2400-53330-0000-520001-0000-0000	Support Services-School Administration-Professional Development	\$	1,371	\$	1,500
11000-2400-53711-0000-520001-0000-0000	Support Services-School Administration-Other Charges	\$	1,450	\$	1,530
11000-2400-55813-0000-520001-0000-0000	Support Services-School Administration-Employee Travel - Non-Teachers	\$	500	\$	1,500
11000-2400-56113-0000-520001-0000-0000	Support Services-School Administration-Software	\$	-	\$	-
11000-2400-56118-0000-520001-0000-0000	Support Services-School Administration-General Supplies and Materials	\$	6,315	\$	20,000
<b>Function 2400 - Support Services-School Administration Subtotal</b>		<b>5.40 \$</b>	<b>477,895</b>	<b>5.50 \$</b>	<b>523,700</b>
<b>Central Services (Business Office, IT and STARS)</b>					
11000-2500-53414-0000-520001-0000-0000	Central Services-Other Professional/Technical Services	\$	147,742	\$	150,000
11000-2500-53711-0000-520001-0000-0000	Central Services-Other Charges	\$	11,553	\$	12,000
11000-2500-55400-0000-520001-0000-0000	Central Services-Advertising	\$	1,909	\$	2,000
11000-2500-55915-0000-520001-0000-0000	Central Services-Other Contract Services	\$	5,000	\$	5,000
11000-2500-56113-0000-520001-0000-0000	Central Services-Software	\$	18,702	\$	20,000
<b>Function 2500 - Central Services Subtotal</b>		<b>0.00 \$</b>	<b>184,907</b>	<b>0.00 \$</b>	<b>189,000</b>
<b>Operation &amp; Maintenance of Plant (Facility and utility costs)</b>					
11000-2600-51100-0000-520001-1615-0000	Salaries Expense- Custodian	1.88 \$	32,026	2.00 \$	43,046
11000-2600-52111-0000-520001-0000-0000	Operation & Maintenance of Plant-Educational Retirement	\$	4,532	\$	6,522
11000-2600-52112-0000-520001-0000-0000	Operation & Maintenance of Plant-ERA - Retiree Health	\$	641	\$	861
11000-2600-52210-0000-520001-0000-0000	Operation & Maintenance of Plant-FICA Payments	\$	1,986	\$	2,669
11000-2600-52220-0000-520001-0000-0000	Operation & Maintenance of Plant-Medicare Payments	\$	464	\$	625
11000-2600-52311-0000-520001-0000-0000	Operation & Maintenance of Plant-Health and Medical Premiums	\$	-	\$	5,670
11000-2600-52312-0000-520001-0000-0000	Operation & Maintenance of Plant-Life	\$	-	\$	113
11000-2600-52313-0000-520001-0000-0000	Operation & Maintenance of Plant-Dental	\$	-	\$	440
11000-2600-52314-0000-520001-0000-0000	Operation & Maintenance of Plant-Vision	\$	-	\$	55
11000-2600-52315-0000-520001-0000-0000	Operation & Maintenance of Plant-Disability	\$	-	\$	48
11000-2600-52500-0000-520001-0000-0000	Operation & Maintenance of Plant-Unemployment Compensation	\$	106	\$	861
11000-2600-52710-0000-520001-0000-0000	Operation & Maintenance of Plant-Workers Compensation Premium	\$	18	\$	19
11000-2600-53711-0000-520001-0000-0000	Operation & Maintenance of Plant-Other Charges	\$	-	\$	1,000
11000-2600-54312-0000-520001-0000-0000	Operation & Maintenance of Plant-Maintenance & Repair - Buildings And Grounds	\$	3,112	\$	10,000
11000-2600-54411-0000-520001-0000-0000	Operation & Maintenance of Plant-Electricity	\$	34,982	\$	40,000
11000-2600-54412-0000-520001-0000-0000	Operation & Maintenance of Plant-Natural Gas (Buildings)	\$	5,081	\$	10,000
11000-2600-54415-0000-520001-0000-0000	Operation & Maintenance of Plant-Water/Sewage	\$	10,000	\$	20,000
11000-2600-54416-0000-520001-0000-0000	Operation & Maintenance of Plant-Communication Services	\$	30,687	\$	50,000
11000-2600-54610-0000-520001-0000-0000	Operation & Maintenance of Plant-Renting Land and Buildings	\$	102,143	\$	105,000
11000-2600-54620-0000-520001-0000-0000	Operation & Maintenance of Plant-Rental - Equipment and Vehicles	\$	15,000	\$	25,000
11000-2600-55200-0000-520001-0000-0000	Operation & Maintenance of Plant-Property/Liability Insurance	\$	73,442	\$	80,811
11000-2600-55915-0000-520001-0000-0000	Operation & Maintenance of Plant-Other Contract Services	\$	31,669	\$	40,000
11000-2600-56118-0000-520001-0000-0000	Operation & Maintenance of Plant-General Supplies and Materials	\$	51,804	\$	45,000
11000-2600-57331-0000-520001-0000-0000	Operation & Maintenance of Plant-"Fixed Assets (More Than \$5,000)"	\$	40,000	\$	35,000
11000-2600-57332-0000-520001-0000-0000	Operation & Maintenance of Plant-"Supply Assets (\$5,000 or Less)"	\$	1,517	\$	5,000
<b>Function 2600 - Operation &amp; Maintenance of Plant Subtotal</b>		<b>1.88 \$</b>	<b>439,186</b>	<b>2.00 \$</b>	<b>527,740</b>
<b>Fund 11000 - Operational</b>		<b>48.18 \$</b>	<b>4,316,740</b>	<b>48.48 \$</b>	<b>4,704,002</b>
<b>Cash Carryover</b>		<b>\$</b>	<b>300,000</b>	<b>\$</b>	<b>300,000</b>

**The ASK Academy**  
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**Instructional Materials-14000**

Revenue Description (Fund)	FY21 Actual Budget	FY22 Proposed Budget
14000-0000-11112-0000-520001-0000-00000 Instructional Materials Carryover	\$ 7,099	\$ 4,301
<b>Total</b>	<b>\$ 7,099</b>	<b>\$ 4,301</b>
14000-1000-56111-1010-520001-0000-0000 Instructional Materials Cash - 50% Textbooks	\$ 2,798	\$ 4,301
<b>Function 1000 - Instruction</b>	<b>\$ 2,798</b>	<b>\$ 4,301</b>
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$ 2,798</b>	<b>\$ 4,301</b>

**Activity Fund -23000**

Revenue Description (Fund)	FY21 Actual Budget	FY22 Proposed Budget
23000-0000-11111-0000-520001-0000-0000 Activity Fund Carryover	\$ 16,715	\$ 37,799
23000-0000-41701-0000-520001-0000-0000 Activity Fund	\$ 25,000	\$ 5,000
<b>Total</b>	<b>\$ 41,715</b>	<b>\$ 42,799</b>
23000-1000-53711-1010-520001-0000-0000 Instruction-Other Charges	\$ -	\$ 15,000
23000-1000-55817-1010-520001-0000-0000 Instruction-Student Travel	\$ -	\$ 10,000
23000-1000-55819-1010-520001-0000-0000 Instruction-Employee Travel - Teachers	\$ -	\$ 1,000
23000-1000-56118-1010-520001-0000-0000 Instruction-General Supplies and Materials	\$ 3,916	\$ 16,799
<b>Function 1000 - Instruction</b>	<b>\$ 3,916</b>	<b>\$ 42,799</b>
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$ 3,916</b>	<b>\$ 42,799</b>

**Title I - 24101**

Revenue Description (Fund)	FY21 Actual Budget	FY22 Proposed Budget
24101-0000-44500-0000-520001-0000-00000 Title I Carryover	\$ -	\$ -
24101-0000-44500-0000-520001-0000-00000 Title I Allocation	\$ 36,937	\$ 36,937
<b>Total</b>	<b>\$ 36,937</b>	<b>\$ 36,937</b>
24101-1000-56113-1010-520001-0000-0000 Instruction-Software	\$ -	\$ -
<b>Function 1000 - Instruction</b>	<b>\$ -</b>	<b>\$ -</b>
24101-2100-51100-0000-520001-1214-0000 Support Services-Students-Salaries Expense	0.40 \$ 26,928	0.40 \$ 27,655
24101-2100-52111-0000-520001-0000-0000 Support Services-Students-Educational Retirement	\$ 4,810	\$ 4,190
24101-2100-52112-0000-520001-0000-0000 Support Services-Students-ERA - Retiree Health	\$ 639	\$ 554
24101-2100-52210-0000-520001-0000-0000 Support Services-Students-FICA Payments	\$ 2,000	\$ 1,715
24101-2100-52220-0000-520001-0000-0000 Support Services-Students-Medicare Payments	\$ 384	\$ 401
24101-2100-52311-0000-520001-0000-0000 Support Services-Students-Health and Medical Premiums	\$ 1,251	\$ 1,493
24101-2100-52312-0000-520001-0000-0000 Support Services-Students-Life	\$ 26	\$ 23
24101-2100-52313-0000-520001-0000-0000 Support Services-Students-Dental	\$ 400	\$ 283
24101-2100-52314-0000-520001-0000-0000 Support Services-Students-Vision	\$ 143	\$ 34
24101-2100-52315-0000-520001-0000-0000 Support Services-Students-Disability	\$ 100	\$ 31
24101-2100-52500-0000-520001-0000-0000 Support Services-Students-Unemployment Compensation	\$ 51	\$ 554
24101-2100-52710-0000-520001-0000-0000 Support Services-Students-Workers Compensation Premium	\$ 4	\$ 4
<b>Function 2100 - Support Services-Students</b>	<b>0.40 \$ 36,937</b>	<b>0.40 \$ 36,937</b>
<b>Fund 24101 - Title I - IASA</b>	<b>0.40 \$ 36,937</b>	<b>0.40 \$ 36,937</b>

**IDEA-B- 24106**

Revenue Description (Fund)	FY21 Actual Budget	FY22 Proposed Budget
24106-0000-44504-0000-520001-0000-00000 IDEA-B Carryover	\$ 21,071	\$ -
24106-0000-44500-0000-520001-0000-00000 IDEA-B Allocation	\$ 140,098	\$ 140,098
<b>Total</b>	<b>\$ 161,169</b>	<b>\$ 140,098</b>
24106-2100-51100-2000-520001-1211-0000 Support Services-Students-Salaries Expense	0.90 \$ 60,654	\$ -
24106-2100-52111-0000-520001-0000-0000 Support Services-Students-Educational Retirement	\$ 8,582	\$ -
24106-2100-52112-0000-520001-0000-0000 Support Services-Students-ERA - Retiree Health	\$ 1,213	\$ -
24106-2100-52210-0000-520001-0000-0000 Support Services-Students-FICA Payments	\$ 3,761	\$ -
24106-2100-52220-0000-520001-0000-0000 Support Services-Students-Medicare Payments	\$ 880	\$ -
24106-2100-52312-0000-520001-0000-0000 Support Services-Students-Life	\$ 53	\$ -
24106-2100-52313-0000-520001-0000-0000 Support Services-Students-Dental	\$ 261	\$ -
24106-2100-52314-0000-520001-0000-0000 Support Services-Students-Vision	\$ 63	\$ -
24106-2100-52315-0000-520001-0000-0000 Support Services-Students-Disability	\$ 236	\$ -
24106-2100-52500-0000-520001-0000-0000 Support Services-Students-Unemployment Compensation	\$ 126	\$ -
24106-2100-52710-0000-520001-0000-0000 Support Services-Students-Workers Compensation Premium	\$ 7	\$ -
24106-2100-53218-2000-520001-0000-0000 Support Services-Students-Specialists - Contracted	\$ 85,332	\$ 140,098
<b>Function 2100 - Support Services-Students</b>	<b>0.90 \$ 161,169</b>	<b>\$ 140,098</b>
<b>Fund 24106 - Entitlement IDEA-B</b>	<b>0.90 \$ 161,169</b>	<b>\$ 140,098</b>

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**Title II-24154**

<b>Revenue Description (Fund)</b>		<b>FY21 Actual Budget</b>	<b>FY22 Proposed Budget</b>
24154-0000-44500-0000-520001-0000-0000	Title II Allocation	\$ 10,387	\$ 10,387
	<b>Total</b>	<b>\$ 10,387</b>	<b>\$ 10,387</b>
24154-1000-51100-1010-520001-1411-0000	Instruction-Salaries Expense	\$ 319	\$ -
24154-1000-52111-0000-520001-0000-0000	Instruction-Educational Retirement	\$ 45	\$ -
24154-1000-52312-0000-520001-0000-0000	Instruction-ERA - Retiree Health	\$ 6	\$ -
24154-1000-52210-0000-520001-0000-0000	Instruction-FICA Payments	\$ 17	\$ -
24154-1000-52220-0000-520001-0000-0000	Instruction-Medicare Payments	\$ 4	\$ -
24154-1000-52311-0000-520001-0000-0000	Instruction-Health and Medical Premiums	\$ 53	\$ -
24154-1000-52312-0000-520001-0000-0000	Instruction-Life	\$ 0	\$ -
24154-1000-52313-0000-520001-0000-0000	Instruction-Dental	\$ 2	\$ -
24154-1000-52314-0000-520001-0000-0000	Instruction-Vision	\$ 0	\$ -
24154-1000-52315-0000-520001-0000-0000	Instruction-Disability	\$ 1	\$ -
24154-1000-52710-0000-520001-0000-0000	Instruction-Workers Compensation Premium	\$ 0	\$ -
24154-1000-53330-1010-520001-0000-0000	Instruction-Professional Development	\$ 9,937	\$ 5,387
	<b>Function 1000 - Instruction</b>	<b>\$ 10,387</b>	<b>\$ 5,387</b>
24154-2400-53330-0000-520001-0000-0000	Support Services-School Administration-Professional Development	\$ -	\$ 5,000
	<b>Function 2400 - Support Services-School Administration</b>	<b>\$ -</b>	<b>\$ 5,000</b>
	<b>Fund 24154 - Title II</b>	<b>\$ 10,387</b>	<b>\$ 10,387</b>

**Title IV-24189**

<b>Revenue Description (Fund)</b>		<b>FY21 Actual Budget</b>	<b>FY22 Proposed Budget</b>
24189-0000-44500-0000-520001-0000-0000	Title IV Allocation	\$ 10,352	\$ 10,352
	<b>Total</b>	<b>\$ 10,352</b>	<b>\$ 10,352</b>
24189-2100-51100-0000-520001-1211-0000	Support Services-Students-Salaries Expense	0.12 \$ 5,420	0.12 \$ 7,400
24189-2100-52111-0000-520001-0000-0000	Support Services-Students-Educational Retirement	\$ 767	\$ 1,088
24189-2100-52112-0000-520001-0000-0000	Support Services-Students-ERA - Retiree Health	\$ 108	\$ 148
24189-2100-52210-0000-520001-0000-0000	Support Services-Students-FICA Payments	\$ 292	\$ 359
24189-2100-52220-0000-520001-0000-0000	Support Services-Students-Medicare Payments	\$ 68	\$ 108
24189-2100-52311-0000-520001-0000-0000	Support Services-Students-Health and Medical Premiums	\$ 982	\$ 996
24189-2100-52312-0000-520001-0000-0000	Support Services-Students-Life	\$ 5	\$ 7
24189-2100-52313-0000-520001-0000-0000	Support Services-Students-Dental	\$ 49	\$ 76
24189-2100-52314-0000-520001-0000-0000	Support Services-Students-Vision	\$ 8	\$ 10
24189-2100-52315-0000-520001-0000-0000	Support Services-Students-Disability	\$ 17	\$ 10
24189-2100-52500-0000-520001-0000-0000	Support Services-Students-Unemployment Compensation	\$ 8	\$ 148
24189-2100-52710-0000-520001-0000-0000	Support Services-Students-Workers Compensation Premium	\$ 1	\$ 2
24189-2100-53330-0000-520001-0000-0000	Support Services-Students-Professional Development	\$ 100	\$ -
24189-2100-56113-0000-520001-0000-0000	Support Services-Students-Software	\$ 2,527	\$ -
	<b>Function 2100 - Support Services-Students</b>	<b>0.12 \$ 10,352</b>	<b>0.12 \$ 10,352</b>
	<b>Fund 24189 - Title IV Student Support and Academic Achievement</b>	<b>0.12 \$ 10,352</b>	<b>0.12 \$ 10,352</b>

**CARES Act- 24301**

<b>Revenue Description (Fund)</b>		<b>FY21 Actual Budget</b>	<b>FY22 Proposed Budget</b>
24301-0000-44504-0000-520001-0000-0000	CARES Act Carryover	\$ 29,632	\$ -
	<b>Total</b>	<b>\$ 29,632</b>	<b>\$ -</b>
24301-1000-57332-1010-520001-0000-0000	Instruction-"Supply Assets (\$5,000 or Less)"	\$ 11,866	\$ -
	<b>Function 1000 - Instruction</b>	<b>\$ 11,866</b>	<b>\$ -</b>
24301-2600-55915-0000-520001-0000-0000	Operation & Maintenance of Plant-Other Contract Services	\$ 11,247	\$ -
24301-2600-57331-0000-520001-0000-0000	Operation & Maintenance of Plant-"Fixed Assets (More Than \$5,000)"	\$ 6,519	\$ -
	<b>Function 2600 - Operation &amp; Maintenance of</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Fund 24301 - CARES Act</b>	<b>\$ -</b>	<b>\$ -</b>

**The ASK Academy**  
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**CRRSA- 24308**

		<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
24308-0000-44500-0000-520001-0000-0000	Revenue Description (Fund) CRRSA Allocation	\$ -	\$ 119,791
	Total	\$ -	\$ 119,791
24308-1000-51100-1010-520001-1411-0000	Salaries Expense- Teachers 1-12	\$ -	2.00 \$ 83,913
24308-1000-52111-0000-520001-0000-0000	Instruction-Educational Retirement	\$ -	\$ 12,866
24308-1000-52112-0000-520001-0000-0000	Instruction-ERA - Retiree Health	\$ -	\$ 1,679
24308-1000-52210-0000-520001-0000-0000	Instruction-FICA Payments	\$ -	\$ 5,203
24308-1000-52220-0000-520001-0000-0000	Instruction-Medicare Payments	\$ -	\$ 1,217
24308-1000-52311-0000-520001-0000-0000	Instruction-Health and Medical Premiums	\$ -	\$ 11,052
24308-1000-52312-0000-520001-0000-0000	Instruction-Life	\$ -	\$ 113
24308-1000-52313-0000-520001-0000-0000	Instruction-Dental	\$ -	\$ 856
24308-1000-52314-0000-520001-0000-0000	Instruction-Vision	\$ -	\$ 101
24308-1000-52315-0000-520001-0000-0000	Instruction-Disability	\$ -	\$ 93
24308-1000-52500-0000-520001-0000-0000	Instruction-Unemployment Compensation	\$ -	\$ 1,679
24308-1000-52710-0000-520001-0000-0000	Instruction-Workers Compensation Premium	\$ -	\$ 19
24308-1000-57332-1010-520001-0000-0000	Instruction-"Supply Assets (\$5,000 or Less)"	\$ -	\$ -
	<b>Function 1000 - Instruction</b>	<b>\$ -</b>	<b>2.00 \$ 118,791</b>
24308-2600-55915-0000-520001-0000-0000	Operation & Maintenance of Plant-Other Contract Services	\$ -	\$ 1,000
	<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ -</b>	<b>0.00 \$ 1,000</b>
	<b>Fund 24308 - CARES Act</b>	<b>\$ -</b>	<b>2.00 \$ 119,791</b>

**Instructional Materials GAA of 2019- 27109**

		<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
27109-0000-11112-0000-520001-0000-0000	Revenue Description (Fund) Instructional Materials GAA of 2019 Carryover	\$ 3,889	\$ 3,175
	Total	\$ 3,889	\$ 3,175
27109-1000-56111-1010-520001-0000-0000	Instruction-Instructional Materials Cash - 50% Textbooks	\$ 714	\$ 3,175
	<b>Function 1000 - Instruction</b>	<b>\$ 714</b>	<b>\$ 3,175</b>
	<b>Fund 27109 - Instructional Materials - GAA of 2019</b>	<b>\$ 714</b>	<b>\$ 3,175</b>

**Feminine Hygiene Products- 27130**

		<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
27130-0000-43202-0000-520001-0000-0000	Revenue Description (Fund) Feminine Hygiene Products Allocation	\$ 695	\$ -
	Total	\$ 695	\$ -
27130-1000-56118-1010-520001-0000-0000	Instruction-General Supplies and Materials	\$ 695	\$ -
	<b>Function 1000 - Instruction</b>	<b>\$ 695</b>	<b>\$ -</b>
	<b>Fund 27130 - Feminine Hygiene Products</b>	<b>\$ 695</b>	<b>\$ -</b>

**Public School Capital Outlay- 31200**

		<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
31200-0000-43209-0000-520001-0000	Revenue Description (Fund) Public School Capital Outlay Allocation	\$ 402,042	\$ 402,042
	Total	\$ 402,042	\$ 402,042
31200-4000-54610-0000-520001-0000-0000	Capital Outlay-Renting Land and Buildings	\$ 402,042	\$ 402,042
	<b>Function 4000 - Capital Outlay</b>	<b>\$ 402,042</b>	<b>\$ 402,042</b>
	<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$ 402,042</b>	<b>\$ 402,042</b>

**Special Capital Outlay-State- 31400**

		<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
31400-0000-43204-0000-520001-0000	Revenue Description (Fund) Special Capital Outlay-State Carryover	\$ 224,000	\$ -
	Total	\$ 224,000	\$ -
31400-4000-57331-0000-520001-0000-0000	Capital Outlay-"Fixed Assets (More Than \$5,000)"	\$ 224,000	\$ -
	<b>Function 4000 - Capital Outlay</b>	<b>\$ 224,000</b>	<b>\$ -</b>
	<b>Fund 31400 - Special Capital Outlay-State</b>	<b>\$ 224,000</b>	<b>\$ -</b>

**The ASK Academy**  
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<u>Capital Improvements SB-9 LOCAL- 31701</u>			
	<u>Revenue Description (Fund)</u>	<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
31701-0000-41110-0000-520001-0000	Capital Improvements SB-9 LOCAL Allocation	\$ 150,571	\$ 160,823
	<b>Total</b>	<b>\$ 150,571</b>	<b>\$ 160,823</b>
31701-2300-53712-0000-520001-0000-0000	Support Services-General Administration-County Tax Collection Costs	\$ 1,305	
	<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 1,305</b>	<b>\$ -</b>
31701-4000-54315-0000-520001-0000-0000	Capital Outlay-Maintenance & Repair - Bldgs/Gmds/Equipment (SB-9)	\$ 3,000	\$ 10,000
31701-4000-54640-0000-520001-0000-0000	Capital Outlay-Rentals - Lease to Purchase	\$ 145,815	\$ 150,823
31701-4000-57332-0000-520001-0000-0000	Capital Outlay-"Supply Assets (\$5,000 or Less)"	\$ 451	\$ -
	<b>Function 4000 - Capital Outlay</b>	<b>\$ 149,266</b>	<b>\$ 160,823</b>
	<b>Fund 31701 - Capital Improvements SB-9 LOCAL</b>	<b>\$ 150,571</b>	<b>\$ 160,823</b>
<hr/>			
<u>SB-9 State Match Cash- 31703</u>			
	<u>Revenue Description (Fund)</u>	<u>FY21 Actual Budget</u>	<u>FY22 Proposed Budget</u>
31703-0000-11112-0000-520001-0000-0000	Capital Improvements SB-9 LOCAL Carryover	\$ 25,717	\$ -
	<b>Total</b>	<b>\$ 25,717</b>	<b>\$ -</b>
31703-4000-57332-0000-520001-0000-0000	Capital Outlay-"Supply Assets (\$5,000 or Less)"	\$ 25,717	\$ -
	<b>Function 4000 - Capital Outlay</b>	<b>\$ 25,717</b>	<b>\$ -</b>
	<b>Fund 31703 - SB-9 State Match Cash</b>	<b>\$ 25,717</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 5,375,670</b>	<b>\$ 5,634,706</b>

2021-2022 STATE EQUALIZATION GUARANTEE TOOL

Charter Name: THE ASK ACADEMY  
 School District Geo. Location: RIO RANCHO

Charter Number: SC 520-001

Is this a Charter School? Please enter Y or N

Is this for the 40th Day? Please enter Y or N.

**Kindergarten Program**

3Y4YDD/KN  
 FDK

- Grade 1
- Grade 2
- Grade 3
- Grade 4
- Grade 5
- Grade 6
- Grade 7
- Grade 8
- Grade 9
- Grade 10
- Grade 11
- Grade 12

\*INCLUDE STUDENTS RECEIVING A/B SERVICES

GRADE TOTAL	COST INDEX	PROGRAM UNITS
0.00		
0.00		
0.00	1.200	0.000
0.00	1.180	0.000
0.00	1.180	0.000
0.00	1.045	0.000
0.00	1.045	0.000
112.50	1.045	117.563
111.50	1.250	139.375
94.00	1.250	117.500
78.00	1.250	97.500
75.50	1.250	94.375
47.00	1.250	58.750
40.00	1.250	50.000
0.00	1.440	0.000
558.50		
558.50		
0.00		
558.50		

ECE (KN,3Y4YDD,&FDK) FTE

TOTAL GRADES 1-12

SUBTOTAL MEM

TOTAL MEM

Kindergarten Units  
 Basic Program Units  
**TOTAL MEMBERSHIP PROGRAM UNITS**

**Staffing Cost Multiplier**

T & E Index 1.113  
 TCI Index 1.076

**Special Education**

C & C-Gifted MEM 0.00  
 D & D-Gifted 0.00  
 3 & 4 Yr. DD 0.00  
 A/B MEM (Reg/Git & Inc 3Y&4Y-12th) 135.00  
 Adjusted Ancillary FTE 1.75

FY22 SCM PHASE-IN WEIGHTS  
 0.25  
 0.75  
 1.085

STAFFING COST MULTIPLIER (SCM)  
**ADJUSTED BASIC PROGRAM UNITS**

Units  
 0.000  
 0.000  
 0.000  
 94.500  
 43.750  
**138.250**

**Elementary Fine Arts Program (separated data entry: 80/120 average data, projection for new program (parts))**

80/120 ave MEM 0.00  
 New FAEA Prog. MEM 0.00

Factor  
 1.00  
 2.00  
 2.00  
 0.70  
 25.00

Special Ed. Units  
 Ancillary FTE Units  
**TOTAL SPECIAL EDUCATION UNITS**

TOTAL 0.00

Factor 0.050  
**FINE ARTS PROGRAM UNITS** 0.000

DocuSigned by:

  
 4A80113451B34D4...

Superintendent/Charter Rep Signature

2021-2022 STATE EQUALIZATION GUARANTEE TOOL

Charter Name: THE ASK ACADEMY  
 School District Geo. Location: RIO RANCHO

Charter Number: SC 520-001  
 Type: SC

Bilingual Program (separated data entry: 80/120 average data, projection for new program (parts))  
 FTE New BMEP Prog. MEM

1	0.00	0.00	0.00	0.00
2	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00
Total Bilingual		0.00	0.00	0.00

(May not total more than the no. of students in grades K-12.)

Elementary P.E. Program (separated data entry: 80/120 average data, projection for new program (parts))

Elem PE MEM Prog. Approved El. PE Prog. Mem FY22 pct. Funded El. PE Prog. MEM

112.5 0.00  
 NOTE: FOR FY22, Elementary PE will be funded using the methodology similar to the Hold Harmless provision in Laws of 2021, Chapter 137, House Bill 2, Section 4, and Subsection K. Which means that Elementary PE will be funded using the greater of MEM in the Final Funded Run as of 1/1/2021 or FY22, 80/120 average and then comparing it to the approved FY08 program taking the lesser MEM.

National Board Certified Teachers

FTE: 7.00

Size Adjustment Units (see PROGRAM/SIZE ADJUSTMENT UNITS)

Geographic School District Location MEM 16,216.00

NATIONAL BOARD CERTIFIED TEACHERS UNITS

Elementary/Mid/Jr. High  
 Senior High

SCHOOL SIZE ADJUSTMENT UNITS

DISTRICT SIZE <4,000 ADJUSTMENT UNITS  
 Charter Schools not eligible for District Size

DISTRICT SIZE <200 ADJUSTMENT UNITS  
 Charter Schools not eligible for District Size

Rural Population

RURAL POPULATION FORMULA

(MEM) x (Rural Population Proportion) x (0.03) = UNITS

Chartered After 7/1/2018? N

At-Risk Units

MEM 558.50

Growth Units

GROWTH CALCULATION DATA

2020-21 Actual 40th MEM (Enter the District Mem EXCLUDING Charter Mem)	567.00
2021-22 Projected MEM (Enter the District Mem EXCLUDING Charter Mem)	567.00
2021-22 Actual 40th MEM (Enter the District Mem EXCLUDING Charter Mem)	0.00

Growth Data

2021-22 Operating Budget Calculation  
 Op-Bud takes 20-21 40 Day compared to 21-22 Mem Proj. FTE  
 40th Day Calculation  
 Takes Prior Year 40th-Day and compares to Current Year 40th-Day

Charter Schools Student Activities

(Districts Only)

MEM 0.00

Home School Student Activities

(Districts Only)

MEM 0.00

TOTAL BILINGUAL UNITS 0.00  
 Factor 0.500  
 Units 0.000

Factor 0.060  
 Units 0.000

Factor 1.500  
 Units 10.500

FY22 PHASE-OUT 0.40  
 UNITS 0.000  
 0.000  
 0.000

72.078  
 (72.078)

0.000  
 0.000

UNITS 0.000  
 0.017

At-risk index 0.105  
 Units 58.643

Units 0.000

Factor 0.100  
 Units 0.000  
 0.000

Factor 0.100  
 Units 0.000  
 0.000

CHARTER SCHOOLS STUDENT ACTIVITIES UNITS  
 (Charters not eligible for CS Student Activities)

HOME SCHOOL STUDENT ACTIVITIES UNITS  
 (Charters not eligible for Home School Student Activities)

DocuSigned by:

*[Signature]*  
 4A90113451B34D4...

Superintendent/Charter Rep Signature

2021-2022 STATE EQUALIZATION GUARANTEE TOOL

Charter Name  
School District Geo. Location

THE ASK ACADEMY  
RIO RANCHO

Charter Number SC  
520-001

Home School Student Program Units  
(Districts Only)

# of Students 0.00  
# of Classes 0.00

HOME SCHOOL STUDENT PROGRAM UNITS

Factor 0.250  
Units 0.000

New District Adjustment

If district is eligible, enter YES in the appropriate box.

a. NEWLY CREATED SCHOOL DISTRICT

District eligible? NO

(MEM for current year) x .147 = UNITS  
0.00

b. DISTRICT WHOSE MEMBERSHIP DECREASES AS A RESULT OF A NEWLY CREATED DISTRICT

(MEM for prior year - MEM for current year) x .17 = UNITS  
0.00

SUBTOTAL PROGRAM UNITS

939.836

Save-Harmless Data

2021-2022 40th Day TOTAL PROGRAM UNITS (Not Grand Total Program Units)

0.00

SAVE HARMLESS UNITS

0.000

Extended Learning Time Program Units (including New Program Projections)

80/120 ave MEM  
New ELT Prog. MEM  
0.00

TOTAL 0.00

Factor 0.110  
Units 0.000

K-5 Plus Program Units (including New Program Projections)

80/120 ave MEM  
New K-5+ Prog. MEM  
0.00

TOTAL 0.00

Factor 0.300  
Units 0.000

GRAND TOTAL SEG PROGRAM UNITS

939.836

x Unit Value

\$ 4,770.70

Non-categorical Revenue Credits:

PROGRAM COST  
STATE CHARTER SCHOOL ADMIN. WITHHOLDING

\$4,883,675.61  
(\$89,673.51)

100% payment Proportionality 75.00%  
Tax Levy (41110, 41113, 41114) \$ -  
Federal Impact Aid (44103) (enter 100% operational) \$ -  
Federal Forest Reserve (44204) \$ -  
Total Non-Cat Rev Credits 75.00%

Less: 75% of Non-Categorical Revenue Credits

Other Credits/Adjustments:

100% payment Proportionality 90.00%  
Energy Efficiency Renewable Bonds (100%) \$ -  
Total Other Credits 90.00%  
Less: Other Credits/Adjustments

2021 HB2 Hold Harmless:

STATE EQUALIZATION GUARANTEE INCL. BASE SEG, ELTP, AND K5+ \$4,394,002.10

BASE SEG FY22 \$ 4,394,002.10  
BASE SEG as of January 1, 2021 \$ 4,025,626.49

HB2 hold harmless amount \$0.00  
State Charter School Admin. Withholding \$0.00

STATE EQUALIZATION GUARANTEE INCL. BASE SEG, ELTP, K5+, AND HB2 HOLD HARMLESS \$4,394,002.10

DocuSigned by:

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\*Subject to change after the first reporting period and the setting of the unit value.

Superintendent/Charter Rep Signature



A New Mexico Public Charter School

## The ASK Academy

*21<sup>st</sup> Century Design Thinking*

**COVID-19 RESPONSE: SUPPLEMENTAL SCHOOL POLICIES/PROCEDURES GUIDEBOOK Policy 206**

**SCHOOL YEAR 2021-22**

Due to the declared health emergency in New Mexico related to the Novel Coronavirus (COVID-19), until further notice the following supplemental policies and procedures will be in place at School, in addition to the policies and procedures contained in the School's Student/Family and/or Employee Handbooks, and other School policies/procedures. To the extent that a policy or procedure set forth in this Guidebook conflicts with a policy or procedure contained in the School's Student/Family Handbook, Employee Handbook, or other School policy/procedure, the policy in this Guidebook shall control.

Violation of these policies/procedures may subject students/staff to disciplinary action. Parents/guardians, visitors and other persons who refuse to adhere to School policies and procedures shall be required to immediately leave School premises.

School will abide by all current federal and state public health orders and regulations applicable to public schools and school-related activities. See <https://cv.nmhealth.org/public-health-orders-and-executive-orders/>. To the extent anything herein conflicts with an applicable public health or executive order or adopted regulation, the public health/executive order/regulation shall control. Likewise, this Guidebook endeavors to comply with Public Education Department (PED) guidance relating to operations during the public health emergency, which guidance may change from time to time. To the extent that anything herein conflicts with PED guidance, as amended, the PED's most recent guidance shall control.

### **RE: VACCINATION**

Vaccination against COVID-19 remains the most important COVID-safe practice for those eligible to receive the vaccine, and the School strongly encourages the School's community members to get the vaccine(s) as soon as eligible, for the overall health of the individual and the School community. If you need help in obtaining a vaccine, contact the New Mexico Department of Health at 1-855-600-3453, or see <https://goodtimes.vaccinerm.org/good-times/> for information.

### **RE: VACCINATION VERIFICATION**

Students and school employees/staff/contractors/volunteers will be asked to provide evidence of COVID-19 vaccination status to the ASK Nurse. Submittal of evidence of vaccination is voluntary. Those

Revised August 3, 2021

individuals who do not provide such evidence shall be presumed to be unvaccinated for purposes of these policies/procedures. COVID-related vaccination records shall be maintained in confidence by the school in the same manner as other immunization/health status information from students/staff and in accordance with state requirements.

Evidence of full vaccination includes:

- Original or copy (including photo) of a vaccination card indicating that the individual completed a course of COVID-19 vaccination at least 14 days prior to the current date; or
- Printout or screen shot from: [https://nmsiis.health.state.nm.us/webiznet\\_nm\\_public/Application/PublicPortal](https://nmsiis.health.state.nm.us/webiznet_nm_public/Application/PublicPortal) indicating the individual completed a course of COVID-19 vaccination at least 14 days prior to the date evidence of vaccination was requested by School.

**RE: CAMPUS ACCESS, HEALTH SCREENING AND SELF-ISOLATION PROCEDURES**

Other than during school-related events (e.g., assemblies, dances, award ceremonies, academic competitions, extracurricular events, etc.), access to School buildings by nonessential visitors, volunteers, and external organizations/groups with persons who are not fully vaccinated, may be restricted or limited during this public health emergency. Adults coming onto campus during school hours who have not provided evidence of vaccination are required to complete a COVID screening, including temperature check, upon entry. Masking and social distancing requirements apply to visitors/volunteers/spectators indoors on School campus at all times. Visitor/volunteer access to campus is at the discretion of the School’s Head Administrator.

*COVID Screening Unvaccinated Employees & Contractors.* All employees and school contractors who have not provided evidence of being fully vaccinated, *see above*, will be subject to COVID-19 screening which includes a temperature check and questions relevant to COVID-19 exposure, travel, and COVID-19 testing. The School shall maintain a daily log of all unvaccinated employee screening information in the same manner it maintains confidential medical information for all employees. Contractor screening shall be kept confidential except to advise the contractor of positive COVID symptoms.

*Self-Isolation/Quarantine Procedures Employees and Contractors.* An employee or contractor who as a result of COVID-19 screening or testing, OR any employee or contractor experiencing any symptoms of COVID-19, shall be required to do the following before returning to work or the School premises:

- (a) Engage in a period of self-isolation/quarantine at home;
- (b) Obtain a test or tests for COVID-19 in accordance with New Mexico Department of Health (DOH) protocols and disclose the results of the test to the School’s Head Administrator, which results shall be kept in confidence by the School to the extent such

does not conflict with orders and directives of the DOH and/or New Mexico Public Education Department (PED); and

- (c) If the test is positive, work from home to the extent that work can be performed remotely at the discretion of the Head Administrator. Any School employee engaged in a period of self-isolation required under this Policy/Procedure who is not able or permitted to work from home shall use annual and sick leave or, if eligible, COVID-related supplemental sick leave.
- (d) If the result of the COVID-19 test is NEGATIVE, the employee/contractor may return to work or the school 24 hours after the employee no longer has symptoms and has been fever-free without medication. If the result of the COVID-19 test is POSITIVE, the employee/contractor must stay home until released from isolation (10 days after symptom onset and 24 hours fever free, and improved symptoms).

*Mandatory School Reporting.* Per order of the New Mexico Environment Department, within four (4) hours of learning that an employee has tested positive for coronavirus disease 2019 (COVID-19), an employer must report the positive test to the NMED's Occupational Health and Safety Bureau.

*COVID Screening Unvaccinated Visitors & Volunteers.* All visitors and volunteers who have not provided evidence of being fully vaccinated, *see above*, and who seek to enter any school building during normal school hours are subject to COVID-19 screening, which includes a temperature check and questions relevant to COVID-19 exposure, travel, and COVID-19 testing. This screening does not apply to spectators in school buildings outside of normal school hours [Monday-Thursday, 7:30 am to 4:30 pm, Friday 7:30 am to 12 pm] although said visitors are required to follow all Covid Safety Practices (CSP) adopted by the School, including masking. The School will post its CSP requirements in locations throughout the premises. The School shall maintain a daily log of all visitors and volunteers entering the School during school hours. The name, telephone number, and date of entry shall be logged for each visitor. The daily log shall be retained for four (4) weeks and shall be maintained, monitored and secured by Mary Lou Lopez, Receptionist.

*Entry.* If a visitor or volunteer who is seeking to enter a school building during normal school hours displays or discloses symptoms associated with COVID-19 through the screening process, access will be denied. The School's Head Administrator may require a visitor or volunteer to demonstrate proof that he/she has followed the screening procedure before having access to the School. *See Self-Isolation/Quarantine Procedures Employees and Contractors, above.* Any visitor or volunteer who displays COVID-19 symptoms during his/her visit will be directed to immediately leave the school premises.

### **RE: UNVACCINATED STAFF SURVEILLANCE TESTING.**

To identify unrecognized COVID-19 cases and reduce exposures in the public school population, PED in partnership with DOH requires a statewide surveillance testing program for *unvaccinated staff* who are physically working at a school providing in-person student services, including small-group special education services and athletics. **Individuals who provide evidence of full COVID-19 vaccination are**

Revised August 3, 2021

**not required to participate in surveillance testing.** The purpose of surveillance testing is to detect COVID-19 outbreaks as early as possible by screening unvaccinated asymptomatic staff. The School will participate in and cooperate with that program as required by PED/DOH. Twenty-five percent (25%) of the School's unvaccinated employees and contractors who work onsite shall be surveillance tested each week that student services are provided at school. No employee or contractor will be required to participate in weekly surveillance testing more than once every four weeks. Such individuals selected for surveillance testing should provide evidence to the school that their results were received during the assigned week. Access to testing will be provided at no cost to the employee under this program, although testing sites/companies will bill insurance for insured individuals who take the test. Contractors shall be responsible for all costs associated with contractor's employees surveillance testing. The School has designated a COVID-19 Point Person, Dr. Alexandra Boyd, to identify individuals to be tested, to coordinate attendance at testing, and to track the number of employees and contractor employees tested on a weekly basis. Reporting to DOH and/or PED shall be as required by PED/DOH.

Unvaccinated asymptomatic employees and contractors' employees who have not been exposed to COVID-19 and who participate in surveillance testing are not required to self-isolate/quarantine from specimen collection until their results arrive. However, asymptomatic individuals who test positive for COVID-19 must self-isolate for 10 days, counted from the date of specimen collection. Individuals who have tested positive for COVID-19 are exempt from surveillance testing for 90 days from when they last tested positive, however, unvaccinated employees and contractors' employees will continue to be subject to screening and, if COVID-19 symptoms are revealed, be required to seek testing and follow self-isolation practices.

## **RE: STUDENT SURVEILLANCE TESTING**

The School will make surveillance testing available to all unvaccinated students on a voluntary basis. In alignment with CDC guidance, those who participate in athletics and other extracurricular activities are strongly encouraged to participate in surveillance testing. The school has a weekly goal of testing 25% of unvaccinated students. Questions regarding student surveillance testing procedures should be directed to the School's COVID-19 Point Person, Dr. Alexandra Boyd, at 505-891-0757.

## **RE: MASKING**

*Who must wear one?* Any person (including but not limited to students, staff, parents, contractors, volunteers, visitors) entering the School's indoor premises, who uses School transportation, or who participates in or attends an indoor School-sponsored activity must wear a face mask or similar protective face covering, at all times, except while eating or drinking during allowed times. Masking is required indoors regardless of whether an individual has been fully vaccinated against COVID-19 or otherwise claims to be "immune".

*How to wear one?* Face masks must cover the mouth and nose and fit snugly against the sides of the face in order to contain respiratory droplets.

*What masks are acceptable?* The types of allowable face masks include: (1) face masks made of two or more layers of cloth; (2) face masks with a clear plastic window; or (3) surgical, procedural, N95 or KN95 face masks that are approved by the federal Food & Drug Administration for use by staff performing medical duties or similar close contact assignments. The following face coverings are NOT substitutes for face masks: (a) masks with exhalation valves or vents; (b) scarves; (c) bandanas; (d) neck gaiters/neck fleeces; (e) face shields. If you have questions about acceptable masking practices, please contact a School staff member or the School's administration.

*How to care for one.* The School requests that cloth face masks be washed and dried after each day of use at school, and that masks not be reused without washing.

*Request a mask.* Students who cannot bring their own face coverings for use at School should notify the ASK Nurse, who will arrange for face coverings to be provided. The School will have a sufficient quantity of masks, as well as Personal Protective Equipment (PPE) (for staff in close contact assignments: any staffing assignment in which a staff member must be within six feet of distance from a student in order to fulfill their duties) on hand.

## **RE: EXCEPTIONS TO MASK WEARING**

*General Exceptions.* The School's masking requirement does not apply to children under age two or to anyone who has trouble breathing, is unconscious, incapacitated or is otherwise unable to remove the mask without assistance. When wearing a mask would obstruct breathing or aggravate another medical condition for a student, the student should be seen by a healthcare provider to discuss whether it is safe for the student to be in school during the public health emergency. If it is determined by the student's medical care provider that the student cannot safely wear a mask, that information must be provided to the School and reasonable accommodations for the student will be considered and documented in the student's IEP or in a 504 Plan.

*Students with IEPs/504 Plans.* For students who cannot wear a face mask as determined by a medical care provider and who have an IEP or 504 Plan as applicable, the IEP or 504 Team shall meet, to decide about possible accommodations based on the totality of needs, that is, the student's needs and the school community's public health needs.

*Possible Accommodations.* In most cases, the IEP/504 Team will consider fully remote learning as the appropriate accommodation, per PED guidance. Appropriate school staff shall be convened to explore all options to include the student in whatever activities are feasible, including the feasibility of outdoor learning, in a safe manner to the greatest extent possible while minimizing and mitigating risks and making other possible accommodations. If medical documentation is provided, the IEP/504 Team may determine whether a face shield could be substituted for a face mask. In the event the IEP/504 team allows a face shield to be substituted for a mask, the face shield must be hooded, or start at the forehead, and wrap around the face from ear to ear and extend to the chin. Additional PPE equipment for the student and the staff serving the student shall also be considered. When a student with an IEP/504 Plan cannot wear a face mask due to a behavioral issue, then the IEP/504 team will convene to

consider a fully remote learning option or outdoor learning, if feasible, and to develop a plan for teaching the student to wear a face covering so that the student may return to in-person learning as soon as possible. Again, staff shall convene to explore all options to include the student in whatever activities are feasible in a safe manner.

*Staff working with Students.* Staff who work with students under an IEP/504 Plan wearing a face shield instead of a face mask should wear a face shield in addition to a mask; the school will provide staff in this situation with a medical mask and/or other PPE. The use of a mask is not required by a School employee when in that person's private, fully-enclosed office or workspace with no one else present and the door(s) closed.

*School Employees/Contractors.* The face mask requirement is considered a lawful condition of employment and doing business with the School during the public health emergency. Employees who refuse to wear a mask as required by this policy or applicable public health order shall be subject to disciplinary action, up to and including termination/discharge. Contractors will be required to leave the School. When wearing a face mask would exacerbate a breathing obstruction or another severe medical condition for an employee, he/she must provide medical documentation to the appropriate administrative personnel along with a request for a reasonable accommodation as defined by the Americans with Disabilities Act (ADA) and school policies. Such requests shall be treated pursuant to the process for staff requests for a workplace accommodation. The School is not required to make reasonable accommodations to contractors or their employees.

*Masking and the Americans With Disabilities Act.* Please note that a reasonable accommodation under the ADA may not be required when it would pose a "direct threat" to the School community, or when it presents an "undue burden" involving a "significant difficulty or expense", as defined by the ADA. During the public health emergency, all people's health and safety must be considered.

*Refusal to Wear a Mask/Discipline - Students.* If a student removes the face mask and refuses to wear a mask during required times and in required places, then the student will be taken to an isolation room and parents/guardians will be called to pick up the student. Students who take off their masks outside of permitted times shall be given a disciplinary warning. After three (3) such warnings, the student shall be subject to further disciplinary measures as defined by the school's disciplinary policies and procedures and may include outdoor learning (if available and provided by School), remote learning (if available and provided by the school), or other alternative instruction, depending on the circumstances. Consequences will be supportive and instructional where possible. The School's administrator has sole discretion to determine what disciplinary measures provide the appropriate consequence under the circumstances.

*Refusal to Wear a Mask/Discipline – Employees.* Employees who refuse to wear a face mask or follow the School's CSP and who are not entitled to a reasonable accommodation as contemplated herein, must vacate School's indoor premises, and will be subject to disciplinary measures for insubordination up to and including discharge or termination from employment.

*Refusal to Wear a Mask/Discipline – Contractors & Visitors.* Other persons refusing to wear a mask as required shall be required to leave the School’s indoor premises and may be required to leave the School’s campus.

## **RE: PREVENTING EXPOSURE TO OTHERS – SELF CARE**

If an employee or student feels unwell before coming to school, the employee or student must stay home and follow sick leave or attendance notification requirements. Employees and families are expected to follow the guidance below when assessing what steps to take before coming to school after demonstrating signs of illness.

*Unvaccinated students, employees or contractors.* If a student, employee or contractor has mild non-specific COVID-19 symptoms such as fever, cough, headache, runny nose, body aches, diarrhea, shortness of breath, newly developed loss of taste or smell, sore throat, nausea or vomiting (“COVID-like symptoms”):

**Employees/Contractors** should get tested for COVID-19 and should remain in isolation until the results are available. A negative test result will discontinue the isolation and the employee or contractor shall return to school, provided that the mild non-specific symptoms do not interfere with the employee’s or contractor’s ability to work in the school buildings.

**Students** who have not provided evidence of vaccination and who exhibit chronic, mild non-specific COVID-19 symptoms should have their symptoms assessed by the school nurse, a health care provider or the parents/guardians. If there are no changes in symptoms from the baseline state, students need not be tested and may participate in school. If the student has a change in symptoms from his/her baseline as assessed either by a parent/guardian, school nurse or health care provider, then the student should be tested for COVID-19 and shall self-isolate until test results are available. A negative test will discontinue the isolation. If a student has a change in his/her baseline state and the student does NOT get tested, the student must self-isolate for 10 days and be fever-free without fever reducing medication for 24 hours and have improving symptoms before returning to school.

**Students/employees/contractors with allergies, asthma, or other non-infectious disease** which may present with mild non-specific COVID-19 symptoms should contact their primary care provider. Employees and contractors may be required to provide to administration a memo from their health care provider stating that present non-specific mild symptoms do not differ from the employee’s/contractor’s baseline health condition and indicate that the individual may return to school without being tested for COVID-19. Students, employees and contractors with mild, chronic conditions such as asthma or allergies who have not provided evidence of vaccination and who receive a negative BinaxNOW COVID-19 antigen self-test, are not required

to self-isolate and may participate in school and extracurricular activities until such time as the individual has a positive COVID-19 test or has a change in symptoms.

Students, employees or contractors staff who have not provided evidence of vaccination, who have tested negative for COVID-19 in the past two weeks, and who have no known exposure to COVID-19 should not be tested again in the presence of COVID-like symptoms that have not changed in a meaningful way during that interval. If those symptoms change from their baseline, then the student/staff should begin home isolation.

**If an employee/student/contractor is not fully vaccinated and has COVID-like symptoms**, that individual must stay home from school/work and get tested for COVID-19 (if a student, only strongly suggested). If the test result is NEGATIVE, the individual may return to school after 24 hours fever-free without the aid of fever reducing medication, provided that any remaining symptoms do not interfere with the ability to work or attend school. If the individual has had a known exposure to COVID-19, that individual must quarantine for the 10 days from the date of the known exposure regardless of a negative test. If the test result is POSITIVE, the procedure for Confirmed COVID-19 Cases, below, will be followed. A person with suspected or confirmed cases of COVID-19 may not return to campus/in-person activities until he/she demonstrates to the School that he/she has met DOH criteria to discontinue home isolation. "Fully vaccinated" means that an individual has completed a course of COVID-19 vaccination at least 14 days prior.

**If employee/student/contractor has COVID-like symptoms after receiving the COVID-19 vaccination:**

- If the individual has injection site pain, swelling or redness, only: *self-isolation not recommended, come to work or school.*
- If the individual has cough, shortness of breath, runny nose, sore throat and/or loss of taste/smell: *self-isolate and get tested for COVID-19.*
- If the individual has a fever of 100° Fahrenheit (37.7° Celsius) or higher, and experiences other COVID-19 symptoms, self-isolate until all of the following have been met: i) the individual feels well enough to perform normal activities, AND ii) the fever has resolved, AND iii) the person experiences no other COVID-19 symptoms.
- Self-isolate and get tested for COVID-19 if symptoms are not improving or if they persist for more than three days.

A negative test result after vaccination will discontinue the isolation and the individual may return to school provided that the symptoms do not interfere with the ability to work or attend school in the building.

**Students/employees/contractors who get ill while at work or attending school in the school building must do the following:**

- Students must notify a staff member that they feel unwell. Employees or contractors must notify the Administration.

- Persons who feel unwell on campus, or who refuse to wear a mask, shall immediately be taken to an isolation room or area to separate them from others and to wait to be transported home if they cannot immediately leave school grounds. Persons in an isolation room shall be supervised at all times; supervising staff shall have appropriate PPE provided by the School. School healthcare staff shall conduct COVID-19 screening procedures and use Standard and Transmission-based Precautions when caring for persons who feel unwell on campus. See <https://www.cdc.gov/coronavirus/2019-ncov/hcp/caring-for-patients-H.pdf> or current guidance.
- Parents/guardians will be called to pick up their student immediately. Employee emergency contacts will be called to pick up the employee immediately. If circumstances appear to require immediate healthcare, the School shall call for ambulance transportation to a healthcare facility. Ill students/employees shall not be allowed to drive themselves home.
- Unvaccinated employees feeling unwell and experiencing COVID-19 symptoms are required, and unvaccinated students feeling unwell and experiencing COVID-19 symptoms are requested to seek and obtain testing for COVID-19 at the earliest opportunity and, for the safety of others, to inform the School of the date(s) of testing and the results of any testing.
- Unvaccinated symptomatic persons with a known exposure to COVID-19 must quarantine for the full 10 days, regardless of a negative test.
- Students/employees/contractors with suspected or confirmed cases of COVID-19 may not return to campus/in-person activities until they demonstrate to the School that they have met DOH criteria to discontinue home isolation.

## **RE: POPULATIONS WITH UNDERLYING MEDICAL CONDITIONS**

*High Risk Individuals.* Students and employees with underlying medical conditions as defined by the CDC, <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html> staff and students defined as “high-risk” pursuant to 6.12.14.7 NMAC, and/or those who live with someone who is in a high-risk as defined by the CDC, should contact Dr. Alexandra Boyd prior to the start of school, or as soon as reasonably possible, to discuss any concerns or issues about returning to on-campus instruction or work responsibilities. Student and employee reasonable accommodations and educational program modifications will be addressed pursuant to IDEA, Section 504, and/or ADA procedures.

*Unexcused Absences-Employees.* Employees who do not return to work and who do not timely contact the School requesting an accommodation related to their need for an accommodation for themselves or another high risk individual, will not have absences automatically excused.

## **RE: CONFIRMED COVID-19 CASES; “CLOSE CONTACTS”**

*Confirmed Cases Notification.* Confirmed COVID-19 positive individuals who are members of the school population must notify the School immediately of that result, and the date of the test. Notification should be provided to: Dr. Alexandra Boyd at 505-891-0757.

*Confirmed Cases Isolation.* Confirmed COVID-19 positive individuals shall be isolated immediately if they are on school grounds or at a school-related activity at the time they are notified of positive testing and shall be sent home.

*School Reporting to NMED-OSHA and PED.* Per rule of the New Mexico Environment Department, within four (4) hours of learning that an employee has tested positive for coronavirus disease 2019 (COVID-19), the school must report the positive test to the NMED’s Occupational Health and Safety Bureau. In addition, the School will report a positive result of either a student or employee to the PED within four hours or by the following business day. The report to the NMED can be made by email to [NMENV-OSHA@state.nm.us](mailto:NMENV-OSHA@state.nm.us), by phone to (505) 476-8700, or by fax to (505) 476-8734. School administration shall follow PED, NMENV and DOH Rapid Response protocols with respect to reporting to/notifying those entities of a positive result at the school site or within the school population. If directed to do so by an entity with proper authority, the School may share information relating to the infected individuals with PED and/or DOH and/or other appropriate entities, consistent with applicable FERPA and privacy rights exceptions.

*Family Notification.* Within six (6) hours of learning of a confirmed positive COVID-19 case at the school site, the school will notify families, employees and contractors (school community) who work at the school, that a positive case has been identified at the school site using the PED’s COVID-19 Positive Case Letter form. Note: the School is only required to notify the school community if a positive case was on campus while infectious.

*Notification of Close Contacts.* A “close contact” is someone who, over a 24-hour period, has a cumulative exposure of fifteen minutes or longer within six feet of a confirmed COVID-19 case with or without a face covering/mask. Excepted from the definition of “close contacts” in the K-12 indoor classroom setting are students who were within 3-6 feet of an infected student (laboratory-confirmed or a clinically compatible illness), where i) both students were engaged in consistent and correct use of well-fitting face masks, AND ii) other K-12 prevention strategies were in place in the K-12 school setting. (This exception does not apply to teachers, staff or other adults in the indoor classroom setting).

Within four (4) hours of learning of a confirmed positive case at the school site, the school will notify school community members who constitute close contacts of the infected individual in writing of the requirement for any unvaccinated individuals to quarantine for 10 days from the last exposure. The School shall not specifically identify the infected person in any of these notifications. NOTE: If the positive individual was not at school from two days prior to symptom onset (or if asymptomatic, two

days before the specimen leading to the positive test result was collected) through the isolation period, there is not a school exposure and whether to notify the school community is optional.

*Close contacts and family members.* If a confirmed positive individual resides with any other student(s) or employee(s) at other schools, the School will share the confirmed positive case information among the appropriate schools through their COVID-19 Points of Contact so that impacted students and staff are quarantined. Unvaccinated siblings and household members of a COVID-19 confirmed positive individual should quarantine during the positive individual's isolation period and for an additional 10 days afterward. It is also recommended that these family members are tested for COVID-19.

*Unvaccinated close contacts at School.* Unvaccinated individuals who came within six feet of a confirmed COVID-19 case for a cumulative total of 15 minutes of a 24-hour period, with or without a face covering) must quarantine for 10 days. The School will notify close contacts who are unvaccinated of the requirement to be tested for COVID-19 (staff) and the recommendation to be tested (students), and the requirement to quarantine for 10 days (staff and students), within 4 hours of learning of a confirmed COVID-19 case within the school population. Vaccinated students, employees or contractors who have close contacts with a confirmed COVID-19 case are not required to isolate or be tested.

*Testing Window.* Testing of unvaccinated individuals for exposure to close contacts should occur no sooner than 7-10 days into quarantine, or at onset of symptoms. A negative test for a close contact of a COVID-19 positive individual does not end the quarantine period.

*Quarantine period.* Even if the unvaccinated close contact's COVID-19 test is negative, the 10-day quarantine must be adhered to. Individuals who are fully vaccinated against COVID-19 (i.e., greater than two weeks following receipt of the second dose in a two-dose series, or greater than 2 weeks following receipt of one dose of a single-dose vaccine); and who have had close contact with a COVID-19 infectious individual are not required to quarantine. Once the 10-day quarantine period for unvaccinated close contacts is completed without symptoms, the close contact staff member/student may return to school; a negative test is not needed in order to return.

*Close contacts away from School.* Unvaccinated students and employees must notify the Head Administrator if they live with, or know that they have been exposed to, others who have tested positive for COVID-19. The School will keep this information in confidence to the extent such does not conflict with orders and directives of the DOH and/or PED. If a School student or employee who is not fully vaccinated (as described above) is determined to have had the equivalent of "close contact" (see above) with any confirmed COVID-19 positive person outside of school, including a household member, during the positive person's infectious period, the employee shall get tested (students are recommended to get tested) AND the unvaccinated student/employee shall engage in a ten (10)-day quarantine period from the last date on which the infected case is likely to have been infectious (as defined/determined by CDC/DOH), before returning to the School and/or participating in School-related in-person events. Test dates and results shall be reported to School administration. The School may seek confirmation of the contact's/household member's positive COVID-19 testing and nature of the contact for staff members.

## **RE: SCHOOL-RELATED EVENTS**

School-related events, including assemblies, dances, award ceremonies, academic competitions and extracurricular events, may be limited at the discretion of the Head Administrator to only the most essential events during the public health emergency. Governing Council meetings and staff/professional development meetings are allowable school events which may meet in person (subject to current public health order) and all School's CSPs.

## **RE: TRAVEL**

Overnight and out-of-state travel are allowed for students and staff for field trips, athletics, professional development and other school business, until/unless limited by executive or public health order. Quarantine is not required upon return (subject to current public health/executive order). Unvaccinated individuals who are not household members may not share sleeping quarters on school-related trips.

## **RE: SCHOOL FACILITY CLEANING/CLOSURE**

*Cleaning.* All School facilities and buildings operated by the School must be maintained in accordance with the guidelines issued by the New Mexico Department of Health and CDC for the cleaning and disinfection of public facilities and schools during the current public health emergency. Staff further shall comply with any/all cleaning/maintenance requirements that may be issued by the New Mexico Public School Insurance Authority (NMPSIA), NMENV, and/or OSHA (<https://www.osha.gov/coronavirus/safework>).

*Closure of Impacted Areas.* School site areas impacted by a confirmed COVID-19 positive case shall be closed, cleaned and disinfected in accordance with state official guidelines. In consultation and partnership with the PED and NMED, the school will determine when it is safe to reopen the portions of the school facilities impacted by the initial closure. Decisions to reopen those facilities will be based upon appropriate completion of required action steps related to the positive case.

## **RE: SOCIAL DISTANCING ENFORCEMENT**

*Social Distancing.* Students and visitors are required to follow the instructions of School staff regarding social distancing. Unvaccinated adults must maintain 6 feet of social distance to the extent possible from other adults and from students. Unvaccinated students are to maintain 3 feet of social distance from other students to the extent possible, except when eating, exercising, taking mask breaks, playing wind instruments, and singing or shouting, in which case 6 feet of social distance is required. Students who repeatedly fail or refuse to social distance may be subject to discipline.

*School Directives.* Students/staff/essential visitors must follow signs and instructions regarding entering/exiting buildings, and flow paths. Teachers shall develop and maintain seating charts that ensure social distancing requirements are maintained and that limit the number of student interactions.

*Class Transitioning.* School staff shall supervise class transitions to ensure students are wearing masks and maintaining social distancing requirements, and students/staff will be trained on safe transitions.

*Virtual Conferencing/Meeting.* Where possible/practical, meetings/conferences shall be held virtually or in small groups with maximum social distancing.

*Student pickup/dropoff.* To the extent possible, the School will stagger entry and release periods and mark spacing for pickup/dropoff to facilitate social distancing.

## **RE: SHARED MATERIALS**

As a precaution against transmitting the COVID-19 virus through shared texts, students and staff should wash and/or sanitize their hands before and after using shared textbooks, school equipment, or other educational materials.

## **RE: TRANSPORTATION**

*Transportation.* All drivers, attendants, staff and students must wear face masks covering nose and mouth on School-provided transportation. Students may be assigned to certain seating. Where possible, school buses shall be used to transport students, rather than student activity vehicles. To the greatest extent possible, a maximum of two students may sit together on a bus seat. If student activity vehicles must be used, only one student per bench seat is permitted, and students in the vehicle should be staggered to students are not seated directly in front of or behind each other. Windows in the student activity vehicle should remain open at all times. The same rules apply to athletic/student activity trips.

*Carpooling.* Parents are strongly encouraged NOT to carpool, and to transport only their student(s) to and from school. If students must carpool with members not in their household, all persons in the car should wear masks and should distance themselves in the vehicle to the maximum extent possible.

## **RE: FIELD TRIPS**

Field trips are limited to essential purposes, as determined by the Head Administrator in consultation with staff. The Head Administrator may limit field trips to outdoor destinations in his/her discretion. COVID-safe practices, including indoor masking and social distancing, shall be enforced during field trips, to the extent possible, with eating and drinking during field trips limited to the outdoors.

## **RE: MEALS/FOOD ON CAMPUS**

To maintain social distancing and reduce the risk of virus transmission, lunch for all students may be served in classrooms, outside (as safe and appropriate), and in other large spaces in which students can maintain safe distances. Any food served in the Commons may be staggered to reduce the number of students in the Commons at any one time. Students should maximize physical distance as much as possible when moving throughout the food service line and while eating (especially indoors). To the

Masks must be worn when students are finished with their meal. Cleaning/disinfection of tables, high-touch surfaces and school meal sites will be conducted throughout the day.

## **RE: PHYSICAL EDUCATION**

It is recommended, but not required, that unvaccinated individuals wear masks outdoors when participating in outdoor play and physical education activities. When physical education activities are held indoors, masks must be worn, and social distancing requirements must be followed to the extent possible.

## **RE: ATTENDANCE FOR SUCCESS**

*In-person Attendance.* Students are expected to attend in-person or remote instructional programs (if provided by the School), each day. Students opting for one mode of instruction will not be allowed to switch to the other without advance permission of and discussion with the School's Head Administrator. Students who must quarantine or self-isolate pursuant to COVID-related requirements may ask to attend school remotely (if School provides a remote option) during quarantine/self-isolation, to the extent feasible; arrangements should be made through the School's Head Administrator. Attendance will be officially recorded and reported to PED. The school further will track online participation, if offered, as well as attendance. The New Mexico Attendance for Success Act requires that districts and charter schools provide interventions to students based on the percentage of absences students have accrued.

*Attendance During School-Closures.* If campus is closed, and a remote-only instructional model is implemented due to emergency, attendance shall continue to be taken and reported to the PED, pursuant to this policy and the Attendance for Success Act. Students will be expected to participate in remote learning during any campus closure period(s) as scheduled.

*Unexcused Absences.* Failure to attend and/or participate in instructional classes and school programs shall result in processes being implemented pursuant to the School's Attendance Policy and the Attendance for Success Act (see student/parent handbook). Meetings that need to be held with parents/guardians pursuant regarding attendance may be held via videoconference or teleconference in lieu of in-person.

*Medical and other excused absences.* Absences due to medical conditions, including COVID-related quarantine/isolation, may be excused absences if the status of the student is disclosed to appropriate school personnel and if relevant documentation is provided as per the existing School attendance policies. Students will be allowed to make up schoolwork missed due to excused medical absences as provided in the School's or classroom teachers assignment make up policy. Excused medical absences, including medical absences for students on 504 plans and students who are expectant or parenting, are included when determining students' attendance intervention tiers. However, for students who are excessively absent (students missing 20 percent or more of class periods or school days), additional

included when determining students' attendance intervention tiers. However, for students who are excessively absent (students missing 20 percent or more of class periods or school days), additional excused medical absences need not be considered when determining whether a student must be referred to the probation services office.

**RE: STAFF TRAINING**

All school personnel and contractors shall follow guidelines in current statewide public health orders. All staff and contractors shall be trained in local and state rules regarding health and safety procedures, such as appropriate use of PPE and procedures for when school personnel or students exhibit symptoms of COVID-19.

The ASK Academy  
Adopted: August 12, 2021  
Revised:  
Reviewed:

Revised August 3, 2021

# The ASK Academy August Board Report

Presented by Alexandra M. Boyd, PhD

Contact Information: 505-891-0757; [aboyd@theaskacademy.org](mailto:aboyd@theaskacademy.org)

## Celebrations:

- Professional development began on Monday, July 26<sup>th</sup>, and went extremely well! The level of collaboration amongst the staff was stellar. Thank you, ASK Staff!!!
- Classes began on Monday, August 2<sup>nd</sup>! Thank you so much to the entire staff for getting us ready for day 1. Special thanks to Ms. Shimada, Ms. Abeyta, Ms. Peirce, Ms. Pink, Mr. Castilleja, Mr. Gauchupin, Mr. Garcia, Ms. Pena-Hanson, Ms. Castilleja, and Ms. Kemnitz!!!
- Everyone exited the building within 4 minutes and 4 seconds during our first fire drill of the year!
- Principals and managers continue to support one another in developing many opportunities for scholar success and community building.
  - Thank you to the project managers that eat lunch with the scholars!
  - Thank you to Ms. Pierce for streamlining our process for distributing devices and maintaining the inventory list, accordingly!
  - Thank you to project managers for starting the year with experiential learning!
  - ALEKS (math) and Reading Plus will be utilized for diagnostic evaluation of scholars in grades 6 to 9 in the coming weeks. Project managers are working hard to get scholars excited to show us what they know. Thank you Ms. Pena-Hanson for guiding the process.
  - Ms. Nuanez is working with scholars to start a local chapter of New Mexico HOSA, Future Health Professionals. Thank you, Ms. Nuanez!
- The ASK Academy received positive testimonies from current and former ASK families on a Rio Rancho Facebook page! These posts and accolades were solicited by a family trying to decide if they should accept a recent offer to enroll at The ASK Academy.

## Operation Updates:

- Staffing
  - We are currently advertising to fill the following position for next school year:
    - Middle School Science Project Manager
    - High School English Project Manager
  - New Teacher Leadership Roles
    - Ms. Headrick, Engineering Pathway Lead
    - Ms. Nuanez, Bio-medical Pathway Lead
    - Mr. Forsyth, High School English PLC Chair
    - Ms. Peirce, High School Mathematics PLC Chair
    - Ms. Pink, High School Social Studies PLC Chair
  - New Teacher Leadership Roles in application phase
    - High School SAT Coordinator
    - Middle School SAT Coordinator
    - Middle School English PLC Chair
    - Middle School Mathematics PLC Chair
    - Middle School Science PLC Chair
    - Middle School Social Studies PLC Chair

- Reflections on performance framework: Meeting Standards
  - Academic Framework Indicators
    - Meet State Academic Standards
    - Participate in State-required Assessments
    - Submit timely data
    - Meet NMPED standards of excellence
    - Execute comprehensive education program
  - Organizational Framework Indicators
    - Remain compliant with rules, regulations, and statutes
    - Timely reporting
    - Meet Public Education Commission organizational performance standards
  - Financial Framework Indicators
    - Meet generally accepted standards of fiscal management
    - Timely data submissions and reporting
    - Comply with audit process
    - Maintain Certified Purchasing Officer certification
  - Mission Specific Goal: Each year, at least 70% of 6th-11th grade scholars, enrolled on both the 40th day and included on the end of year (EOY) report to the state, will complete two STEM credits (Science, Technology, Engineering, Mathematics & Biomedical) with a C or better and will demonstrate proficiency on end of course exams. Exams may include traditional tests or other demonstrations of proficiency.

- Enrollment Summary:

Grade	Scholar Count
<b>6</b>	<b>107</b>
<b>7</b>	<b>108</b>
<b>8</b>	<b>102</b>
<b>9</b>	<b>80</b>
<b>10</b>	<b>65</b>
<b>11</b>	<b>68</b>
<b>12</b>	<b>41</b>
<b>Totals</b>	<b>571</b>

- Communication:
  - Emails have been going out at least once a week to provide updates to staff, scholars, and families.
  - Parent Support Committee will have its first in person meeting on Friday, August 20<sup>th</sup> at 8am.
  - Communication between leadership and staff has been open and responsive.
  - Invites are going out to families with scholars on the waitlist this week.

## August 2021

Wednesday 4 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices
Saturday 7 <sup>th</sup>	10 am – 12 pm	Academic Understanding
Wednesday 11 <sup>th</sup>	4 pm – 5 pm	Fiscal #1
Tuesday 17 <sup>th</sup>	12 pm – 1 pm	Ethics & Responsibilities
Thursday 19 <sup>th</sup>	4 pm – 5 pm	Open Governance, Legal & Organizational Performance Requirements
Wednesday 25 <sup>th</sup>	4 pm – 5 pm	Fiscal # 2
Tuesday 31 <sup>st</sup>	12 pm – 1 pm	Fiscal #3

**To register, please email [Charter.Schools@state.nm.us](mailto:Charter.Schools@state.nm.us), please be sure to request which sessions you would like to attend, as well as the school you serve.**

## September 2021

Wednesday 8 <sup>th</sup>	4 pm – 6 pm	Academic Understanding
Saturday 11 <sup>th</sup>	10 am – 12 pm	Fiscal #1 @10 & Fiscal 2 @11
Tuesday 14 <sup>th</sup>	12 pm – 1 pm	Equity & Culturally & Linguistically Responsive Practices
Thursday 16 <sup>th</sup>	4 pm – 5 pm	Fiscal # 3
Wednesday 22 <sup>nd</sup>	4 pm – 5 pm	Ethics & Responsibilities
Tuesday 28 <sup>th</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Thursday 30 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices

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## October 2021

### Start of the second quarter of the fiscal year

Wednesday 6 <sup>th</sup>	4 pm – 5 pm	Fiscal #1
Tuesday 12 <sup>th</sup>	12 pm – 1 pm	Fiscal #2
Thursday 14 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices
Saturday 16 <sup>th</sup>	10 am – 12 pm	Academic Understanding
Wednesday 20 <sup>th</sup>	4 pm – 5 pm	Fiscal #3
Tuesday 26 <sup>th</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Thursday 28 <sup>th</sup>	4 pm – 5 pm	Ethics & Responsibilities

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## November 2021

Wednesday 3 <sup>rd</sup>	4 pm – 6 pm	Academic Understanding
Saturday 6 <sup>th</sup>	10 am – 12 pm	Fiscal #'s 1 & 2
Tuesday 9 <sup>th</sup>	12 pm – 1 pm	Equity & Culturally & Linguistically Responsive Practices
Tuesday 9 <sup>th</sup>	4 pm – 5 pm	Fiscal #3
Wednesday 17 <sup>th</sup>	4 pm – 5 pm	Open Governance, Legal & Organizational Performance Requirements
Tuesday 30 <sup>th</sup>	12 pm – 1 pm	Ethics & Responsibilities

## December 2021

Thursday 2 <sup>nd</sup>	4 pm – 5 pm	Fiscal #1
Saturday 4 <sup>th</sup>	10 am – 12 pm	Fiscal #2 & Fiscal #3
Tuesday 14 <sup>th</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Wednesday 15 <sup>th</sup>	4 pm – 6 pm	Academic Understanding
Thursday 16 <sup>th</sup>	4 pm – 6 pm	Equity & Culturally & Linguistically Responsive Practices and Ethics & Responsibilities

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## January 2022

### Start of the third quarter of the fiscal year!

Wednesday 5 <sup>th</sup>	4 pm – 5 pm	Ethics & Responsibilities
Tuesday 11 <sup>th</sup>	12 pm – 1 pm	Fiscal #1
Thursday 13 <sup>th</sup>	4 pm – 5 pm	Fiscal #2
Wednesday 19 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices
Tuesday 25 <sup>th</sup>	12 pm – 1 pm	Fiscal #3
Thursday 27 <sup>th</sup>	4 pm – 5 pm	Open Governance, Legal & Organizational Performance Requirements
Saturday 29 <sup>th</sup>	10 am – 12 pm	Academic Understanding

**To register, please email [Charter.Schools@state.nm.us](mailto:Charter.Schools@state.nm.us), please be sure to request which sessions you would like to attend, as well as the school you serve.**

## February 2022

Wednesday 2 <sup>nd</sup>	4 pm – 5 pm	Fiscal #1
Tuesday 8 <sup>th</sup>	12 pm – 1 pm	Fiscal #2
Thursday 10 <sup>th</sup>	12 pm – 1 pm	Fiscal #3
Wednesday 16 <sup>th</sup>	4 pm – 5 pm	Ethics & Responsibilities
Saturday 19 <sup>th</sup>	10 am – 12 pm	Academic Understanding
Tuesday 22 <sup>nd</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Thursday 24 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices

**To register, please email [Charter.Schools@state.nm.us](mailto:Charter.Schools@state.nm.us), please be sure to request which sessions you would like to attend, as well as the school you serve.**

## March 2022

Wednesday 2 <sup>nd</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices
Tuesday 8 <sup>th</sup>	12 pm – 1 pm	Fiscal #1
Thursday 10 <sup>th</sup>	4 pm – 5 pm	Ethics & Responsibilities
Wednesday 16 <sup>th</sup>	4 pm – 5 pm	Fiscal #2
Saturday 19 <sup>th</sup>	10 am – 12 pm	Academic Understanding
Tuesday 22 <sup>nd</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements

Thursday 24 <sup>th</sup>	4 pm – 5 pm	Fiscal #3
Wednesday 30 <sup>th</sup>	4 pm – 5 pm	Fiscal #1

*To register, please email [Charter.Schools@state.nm.us](mailto:Charter.Schools@state.nm.us), please be sure to request which sessions you would like to attend, as well as the school you serve.*

### April 2022

**Start of the fourth quarter of the fiscal year!!**

**Try to hold off on designating any new members until July 1**

Tuesday 5 <sup>th</sup>	12 pm – 1 pm	Ethics & Responsibilities
Thursday 7 <sup>th</sup>	4 pm – 5 pm	Equity & Culturally & Linguistically Responsive Practices
Wednesday 13 <sup>th</sup>	4 pm – 5 pm	Fiscal #1
Tuesday 19 <sup>th</sup>	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Thursday 21 <sup>st</sup>	4 pm – 5 pm	Fiscal #2
Saturday 23 <sup>rd</sup>	10 am – 12 pm	Fiscal #3 and Ethics and Responsibilities
Wednesday 27 <sup>th</sup>	4 pm -5 pm	Academic Understanding

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### May 2022

Tuesday 3 <sup>rd</sup>	12 pm – 1 pm	Fiscal #1
Thursday 5 <sup>th</sup>	4 pm – 5 pm	Fiscal #2
Wednesday 11 <sup>th</sup>	4 pm – 5 pm	Ethics & Responsibilities
Saturday 14 <sup>th</sup>	10 am – 12 pm	Open Governance, Legal & Organizational Performance Requirements and Equity & Culturally & Linguistically Responsive Practices
Tuesday 17 <sup>th</sup>	12 pm – 1 pm	Fiscal #3
Thursday 19 <sup>th</sup>	4 pm – 6 pm	Academic Understanding
Wednesday 25 <sup>th</sup>	4 pm - 5 pm	Fiscal #1

*To register, please email [Charter.Schools@state.nm.us](mailto:Charter.Schools@state.nm.us), please be sure to request which sessions you would like to attend, as well as the school you serve.*

### June 2022

No Scheduled trainings