



A New Mexico Public Charter School

The ASK Academy

21st Century Design Thinking

Governing Council Meeting

The ASK Academy Board Room
4550 Sundt Road NE
Rio Rancho, NM

Open Session
February 7, 2019
6:30pm

Minutes

Jeanne Forrester

Attendance:

| Present | Board Members | Title |
|----------------------------|----------------------|-------------------------|
| X | Dr. Jeanne Forrester | Chair |
| X | Dr. Denise Gonzales | Vice Chair |
| | Michael Malloy | Secretary |
| X | Edgar Short | Director |
| X | David Stoliker | Director |
| X | Lindsey Bomke | Director |
| X | Michael Smith | Director |
| ASK Academy Members | | |
| X | Dan Busse | General Manager |
| X | Dan Barbour | Assistant Gen Mgr |
| X | Constance Castilleja | Director of Advancement |
| X | Paul Stephenson | E&D Director |
| X | Melanie Feger | Admin. Assistant |
| | Alyssa Lucero | The Vigil Group |

- I. **Call To Order** – 6:31 p.m.
- II. **Establishment of Quorum** – established by introduction
- III. **Pledge of Allegiance**
- IV. **Public Comment** - none
- V. **Meet the Project Manager** – Mr. Busse introduced Nevelyn Headrick who teaches robotics and engineering classes; she went through additional PLTW training to teach digital electronics this year as well. She has been at ASK for 4 years and before becoming a teacher she was an engineer by profession. She is the VEX Robotics team coach.
- VI. **Scholar Presentation** – Scholars Karl Lukes, Makeila McGuire and Hailey Katt presented their robot that won the VEX Robotics tournament they recently participated in. They had to

conceptualize, design, build a prototype and test a robot that could complete tasks such as throwing balls and flipping flags; during the competition the robot had to be autonomous for 15 seconds. They said that in order to be successful in the competition, they had to use the design engineering process. When asked what their future plans were, Karl stated that he would attend NM Tech as a EE major, Makayla wants to attend UNM and pursue medicine and Hailey wants to study chemical engineering but is not sure where at this time. Both Makayla and Karl have internships at Sandia Labs. VEX team member not in attendance was Emily MaGuire.

VII. **Consent Agenda** – Dr. Gonzales made a motion to approve the consent agenda, Mr. Smith seconded, there was no discussion and the motion passed unanimously 6 to 0.

a. **Approve Minutes of January 17, 2019**

b. **Financial Monthly Report**

VIII. **Reports, Discussion and Possible Action**

a. **General Manager Update -**

* Current enrollment is 518: 6th grade – 95 scholars; 7th grade – 99 scholars; 8th grade – 98 scholars; 9th grade – 69 scholars; 10th grade – 55 scholars; 11th grade – 53 scholars; 12th grade – 49 scholars.

* February lottery is now open and there are approximately 200 names submitted so far. 6th grade – 130 names (44 siblings of current scholars); 7th grade – 27 names submitted; 8th grade – 22 names submitted. Learning walks have changed this year to include an orientation meeting first before visiting classes. Dr. Gonzales asked when the lottery drawing would be held. It was explained that for 2 years we have chosen the first Friday in March. However, the lottery registration closes on Thursday, February 28th and that would not give us enough time to make sure everything is done correctly before announcing the names of those chosen. So this time we will draw names on March 8th. She recommended we have a system that is consistent year to year.

* RECON – the ASK Academy’s science fair/expo, was reconstituted this year and the result was an increase in quality of projects with better research. 20 scholars were selected to go on to the regional science expo. RECON was headed by Managers Sean Hurley and Barb McCann this year.

* Our Model UN team won multiple awards at State competition in Santa Fe.

* Mr. Busse presented a recognition plaque to the Board and thanked them for all their efforts and support and service.

* Pat and Susan Werrick, ASK parents, have set us up with a \$1000 credit at a specialty school supply store. They have also donated 2, 3-D printers (Prusa 13 MK3). We are very grateful.

* MIT Grant – our scholar team is currently model casting the glove they are developing for their project; the team will be on the news soon; they are fundraising for this upcoming competition.

* Staffing – Mr. Busse updated the Board on the recovery progress of our former employee who is now in a physical rehab facility. It is difficult to find teachers right now. The long term sub that was filling in for this position was overloaded so she will reduce her load to 3 classes and we are bringing on another licensed teacher to sub the remaining classes. In addition we have brought in a curriculum development person to assist. Next year we are looking at needing 8 positions filled in middle school science, robotics, PE, English and social studies. We just hired a social studies manager to replace another who left us in January. Mr. Barbour named the various agencies and outlets we use for recruiting and advertising for positions as well as word of mouth and social media.

* Charter renewal training – Mr. Busse and Mrs. Castilleja will attend. We have a lot in place already, but the narrative piece will be very important.

b. **PED Site Visit** – PED visited on January 31st. Mrs. Castilleja thanked Dr. Forrester for attending. The presentation by the leadership team and the visit was very

successful. PED has not posted their report yet, but the exit interview included very few negative issues. Regarding the five issues from last year, we:

1) Changed the language regarding instructional hours.

2) The ELL program has been reconfigured and the errors on the State's records were fixed.

3) IEP evaluations – there are no issues.

4) Audit findings – we are responding to those few.

5) Immunization logs and emergency drills – all reconfigured to be in compliance.

Regarding renewal, we are exempt from many sections due to our A grade and positive site visits. We are compiling data we have already reported so this renewal should be less laborious than previously. PED has 30 days to report back to us and when they do we will share it with the Board. Mr. Busse noted that they asked for an electronic copy of the truancy letters we send to use as an example to other schools. Dr. Forrester thanked Mrs. Castilleja for all her hard work leading up to the site visit.

- c. **Legislative Update** – Mr. Barbour went over the many House and Senate bills currently on the table. Reform is coming. Bills that could have a negative impact on charter schools include SB-1 and HB-5, HB-455 and SB-7, HB-434 and HB-77 (opposed by all schools). These bills include changes such as capping the number of charters in the state, issuing a moratorium on all charters and capping the age of students in charters. HB-77 is opposed by all districts and charters as it places a cap on administrative expenses from year to year (and includes utilities and maintenance). Mr. Smith asked for clarification regarding the charter number cap. Mr. Barbour explained that a net loss of charters is a one way path when it comes to funding. The funding formula will be reworked by PED which may affect SB-47 regarding teacher pay raises, however we have been able to avert strikes that have occurred in other states. Bills that are more in our favor or won't affect us include SB-245, SB-333, HB-92, SB-31 and HB-429. These include items such as reducing testing time to 3 hours or less/day, requiring social workers in every school, and capping virtual charters. We receive updates from two lobbyists, our own and the lobbyist do the coalition of charter schools. Dr. Forrester stated that we need to keep a finger on the pulse of what is happening so we will know how to respond. We can send out alerts but we cannot meet informally. Also be aware of rolling quorums. Ms. Bomke asked if the bill sponsors have ties to education. The response was "sometimes yes and sometimes no." There is uncertainty about developing next year's budget due to all this possible reform and also because the funding formula is yet to be disclosed. We may need a special board meeting to finalize and approve the 2019-2020 budget.

IX. Announcements

- a. **Next Governing Council Meeting is March 14, 2019**

XII. Adjournment – 7:44 p.m.

ASK ACADEMY BUDGETING AND FORECASTING WORKSHEET

| YTD Total | | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|----------------------------|----------------|--------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Monthly Budgeted Income | \$ 4,024,062 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 | \$ 335,339 |
| Monthly Budgeted Costs | \$ (3,874,062) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) |
| Monthly Budget Variance | \$150,000 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 | \$12,500 |
| Cumulative Budgeted Income | \$335,339 | \$670,677 | \$1,006,016 | \$1,341,354 | \$1,676,693 | \$2,012,031 | \$2,347,370 | \$2,682,708 | \$3,018,047 | \$3,353,385 | \$3,688,724 | \$4,024,062 | \$4,359,401 |
| Cumulative Budgeted Costs | \$ (322,839) | \$ (645,677) | \$ (968,516) | \$ (1,291,354) | \$ (1,614,193) | \$ (1,937,031) | \$ (2,259,870) | \$ (2,582,708) | \$ (2,905,547) | \$ (3,228,385) | \$ (3,551,224) | \$ (3,874,062) | \$ (4,196,901) |
| Cumulative Budget Variance | \$178,651 | \$12,500 | \$25,000 | \$37,500 | \$50,000 | \$75,000 | \$87,500 | \$100,000 | \$112,500 | \$125,000 | \$137,500 | \$150,000 | \$162,500 |

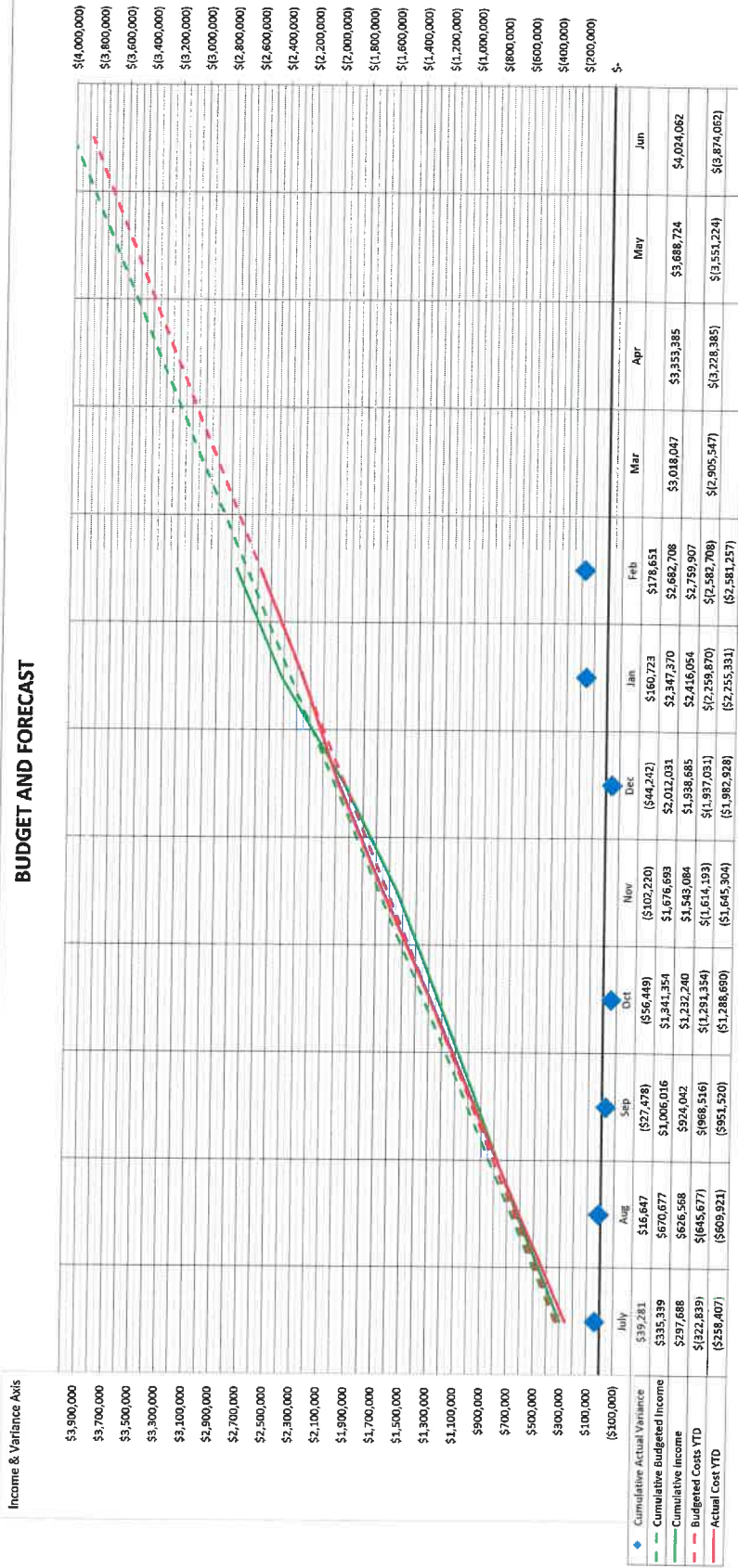
| ACTUALS | | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|----------------------------|----------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Monthly Income | \$ 2,759,907 | \$ 297,688 | \$ 328,880 | \$ 297,474 | \$ 308,198 | \$ 310,844 | \$ 395,601 | \$ 477,368 | \$ 343,854 | \$ - | \$ - | \$ - | \$ - |
| Cumulative Income | \$ 2,759,907 | \$ 297,688 | \$ 626,568 | \$ 924,042 | \$ 1,232,240 | \$ 1,543,084 | \$ 1,938,685 | \$ 2,416,054 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 |
| Monthly Costs | \$ (2,581,257) | \$ (258,407) | \$ (351,514) | \$ (361,599) | \$ (337,170) | \$ (358,614) | \$ (337,624) | \$ (272,403) | \$ (325,926) | \$ - | \$ - | \$ - | \$ - |
| Cumulative Cost | \$ (2,581,257) | \$ (258,407) | \$ (609,921) | \$ (971,520) | \$ (1,288,690) | \$ (1,647,304) | \$ (1,985,928) | \$ (2,258,331) | \$ (2,584,257) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) |
| Monthly Variance | \$178,651 | \$39,281 | \$77,364 | \$46,885 | \$71,028 | \$52,230 | \$158,007 | \$287,965 | \$117,928 | \$0 | \$0 | \$0 | \$0 |
| Cumulative Actual Variance | \$178,651 | \$39,281 | \$116,647 | \$163,532 | \$234,560 | \$306,790 | \$464,797 | \$752,723 | \$870,651 | \$870,651 | \$870,651 | \$870,651 | \$870,651 |

| MONTHLY VARIANCES | | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|----------------------------|-------------|-------------|-------------|-------------|--------------|--------------|-------------|------------|------------|--------------|--------------|--------------|----------------|
| Monthly Income Variance | \$ (37,651) | \$ (37,651) | \$ (6,458) | \$ (37,865) | \$ (27,140) | \$ (24,495) | \$ 60,263 | \$ 142,030 | \$ 8,515 | \$ (335,339) | \$ (335,339) | \$ (335,339) | \$ (335,339) |
| Cumulative Income Variance | \$ (37,651) | \$ (37,651) | \$ (44,109) | \$ (81,973) | \$ (109,114) | \$ (133,608) | \$ (73,346) | \$ 68,684 | \$ 77,199 | \$ (258,139) | \$ (593,478) | \$ (928,816) | \$ (1,264,155) |
| Monthly Cost Variance | \$64,432 | \$64,432 | \$ (28,676) | \$ (18,760) | \$ (14,331) | \$ (33,776) | \$ (14,785) | \$ 50,435 | \$ (3,088) | \$ (322,839) | \$ (322,839) | \$ (322,839) | \$ (322,839) |
| Cumulative Cost Variance | \$64,432 | \$64,432 | \$35,756 | \$16,996 | \$2,664 | \$ (31,111) | \$ (45,897) | \$ 4,539 | \$ (1,451) | \$ (324,290) | \$ (647,128) | \$ (969,967) | \$ (1,292,805) |

| YEAR TO DATE VARIANCES | | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|-----------------------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Budgeted Income YTD | \$ 335,339 | \$ 670,677 | \$ 1,006,016 | \$ 1,341,354 | \$ 1,676,693 | \$ 2,012,031 | \$ 2,347,370 | \$ 2,682,708 | \$ 3,018,047 | \$ 3,353,385 | \$ 3,688,724 | \$ 4,024,062 | \$ 4,359,401 |
| Actual Income YTD | \$ 297,688 | \$ 626,568 | \$ 924,042 | \$ 1,232,240 | \$ 1,543,084 | \$ 1,938,685 | \$ 2,416,054 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 | \$ 2,759,907 |
| % Total YTD Income Received | 7% | 16% | 23% | 31% | 38% | 48% | 60% | 69% | 69% | 69% | 69% | 69% | 69% |
| Budgeted Costs YTD | \$ (322,839) | \$ (645,677) | \$ (968,516) | \$ (1,291,354) | \$ (1,614,193) | \$ (1,937,031) | \$ (2,259,870) | \$ (2,582,708) | \$ (2,905,547) | \$ (3,228,385) | \$ (3,551,224) | \$ (3,874,062) | \$ (4,196,901) |
| Actual Cost YTD | \$ (219,126) | \$ (609,921) | \$ (951,520) | \$ (1,288,690) | \$ (1,645,304) | \$ (1,982,928) | \$ (2,255,331) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) | \$ (2,581,257) |
| % Total YTD Costs Incurred | 6% | 16% | 25% | 33% | 42% | 51% | 58% | 67% | 67% | 67% | 67% | 67% | 67% |
| % Total YTD Cost Variance | -32% | -6% | -2% | 0% | 2% | 2% | 0% | 0% | 0% | -11% | -20% | -27% | -33% |

| YEAR END PROJECTIONS | | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|---------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|-----------------|-----------------|-------------------|-------------------|
| Projected Income Variance | \$ (451,806.00) | \$ (451,806.00) | \$ (264,651.06) | \$ (327,893.72) | \$ (327,340.80) | \$ (320,660.14) | \$ (446,691.52) | \$ 117,744.15 | \$ 115,799.16 | \$ (344,185.41) | \$ (712,173.07) | \$ (1,013,253.88) | \$ (1,264,154.56) |
| Projected Cost Variance | \$ (2,629,512) | \$ (17,878) | \$ (5,665) | \$ (666) | \$ (6,222) | \$ (7,649) | \$ (648) | \$ (648) | \$ (181) | \$ (36,032) | \$ (64,713) | \$ (88,179) | \$ (107,734) |
| Year End Projected Net Variance | \$ (3,081,318) | \$ (282,529) | \$ (333,559) | \$ (328,007) | \$ (328,007) | \$ (314,438) | \$ (139,042) | \$ 117,096 | \$ 115,618 | \$ (980,218) | \$ (776,886) | \$ (1,101,433) | \$ (1,371,888) |

BUDGET AND FORECAST



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: 520-000-1819-0020-I
Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: ASK Academy

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

Contact: Alyssa Lucero, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: alyssa@vigilgroup.net

| | |
|-----------------------------------|-------------------------|
| FLOWTHROUGH ONLY | |
| Budget Period: Jul 1 2018 12:00AM | To: Jun 30 2019 12:00AM |
| A. Approved Carryover: | |
| B. Total Current Year Allocation: | |
| D. Total Funding Available: | |

Revenue 11000.0000.43101 \$100,376

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|----------------------|--|--------------------------------------|--|--|----------------|-------------|------------|-----------|
| 11000 Operational | 1000 Instruction | 51100 Salaries Expense | 0000 No Program | 1611 Substitutes-Sick Leave | \$22,078 | \$24,773 | \$46,851 | |
| 11000 Operational | 1000 Instruction | 51300 Additional Compensation | 1010 Regular Education (K-12) Programs | 1411 Teachers-Grades 1-12 | \$19,917 | \$7,391 | \$27,308 | |
| 11000 Operational | 1000 Instruction | 53414 Other Services | 1010 Regular Education (K-12) Programs | 0000 No Job Class | \$17,996 | \$23,810 | \$41,806 | |
| 11000 Operational | 1000 Instruction | 56113 Software | 1010 Regular Education (K-12) Programs | 0000 No Job Class | \$17,913 | \$996 | \$18,909 | |
| 11000 Operational | 1000 Instruction | 56118 General Supplies and Materials | 1010 Regular Education (K-12) Programs | 0000 No Job Class | \$40,000 | \$1,230 | \$41,230 | |
| 11000 Operational | 2100 Support Services-Students | 51100 Salaries Expense | 0000 No Program | 1211 Coordinator/Subject Matter Specialist | \$71,543 | \$5,688 | \$77,231 | 0.14 |
| 11000 Operational | 2100 Support Services-Students | 52111 Educational Retirement | 0000 No Program | 0000 No Job Class | \$35,453 | \$732 | \$36,185 | |
| 11000 Operational | 2100 Support Services-Students | 52112 ERA - Retiree Health | 0000 No Program | 0000 No Job Class | \$5,102 | \$105 | \$5,207 | |
| 11000 Operational | 2100 Support Services-Students | 52210 FICA Payments | 0000 No Program | 0000 No Job Class | \$15,443 | \$193 | \$15,636 | |
| 11000 Operational | 2100 Support Services-Students | 52500 Unemployment Compensation | 0000 No Program | 0000 No Job Class | \$324 | \$118 | \$442 | |
| 11000 Operational | 2100 Support Services-Students | 53414 Other Services | 0000 No Program | 0000 No Job Class | \$41,380 | \$5,000 | \$46,380 | |
| 11000 Operational | 2200 Support Services-Instruction | 56118 General Supplies and Materials | 0000 No Program | 0000 No Job Class | \$13,056 | \$1,000 | \$14,056 | |
| 11000 Operational | 2300 Support Services-General Administration | 52500 Unemployment Compensation | 0000 No Program | 0000 No Job Class | \$80 | \$39 | \$119 | |
| 11000 Operational | 2300 Support Services-General Administration | 55400 Advertising | 0000 No Program | 0000 No Job Class | \$100 | \$3,000 | \$3,100 | |
| 11000 Operational | 2400 Support Services-School Administration | 52500 Unemployment Compensation | 0000 No Program | 0000 No Job Class | \$392 | \$29 | \$421 | |
| 11000 Operational | 2400 Support Services-School Administration | 53330 Professional Development | 0000 No Program | 0000 No Job Class | \$517 | \$588 | \$1,105 | |
| 11000 Operational | 2400 Support Services-School Administration | 53711 Other Charges | 0000 No Program | 0000 No Job Class | \$3,574 | \$335 | \$3,909 | |

| | | | | | | | | |
|----------------------|---|---|--------------------|----------------------|---------------|-----------|-----------|------|
| 11000 Operational | 2400 Support Services-School Administration | 55813 Employee Travel - Non- Teachers | 0000 No Program | 0000 No Job Class | \$1,288 | \$1,000 | \$2,288 | |
| 11000 Operational | 2400 Support Services-School Administration | 56118 General Supplies and Materials | 0000 No Program | 0000 No Job Class | \$12,667 | \$5,000 | \$17,667 | |
| 11000 Operational | 2500 Central Services | 53414 Other Services | 0000 No Program | 0000 No Job Class | \$129,588 | \$5,000 | \$134,588 | |
| 11000 Operational | 2600 Operation & Maintenance of Plant | 54411 Electricity | 0000 No Program | 0000 No Job Class | \$25,000 | \$8,985 | \$33,985 | |
| 11000 Operational | 2600 Operation & Maintenance of Plant | 55915 Other Contract Services | 0000 No Program | 0000 No Job Class | \$67,392 | \$4,924 | \$72,316 | |
| 11000 Operational | 2600 Operation & Maintenance of Plant | 56118 General Supplies and Materials | 0000 No Program | 0000 No Job Class | \$25,382 | \$440 | \$25,822 | |
| | | | | | Sub Total | \$100,376 | | 0.14 |
| | | | | | Indirect Cost | | | |
| | | | | | DOC. TOTAL | \$100,376 | | |

Justification:

to budget final unit value

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.

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: 520-000-1819-0021-I
 Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: ASK Academy

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

Contact: Alyssa Lucero, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: alyssa@vigilgroup.net

| | |
|-----------------------------------|-------------------------|
| FLOWTHROUGH ONLY | |
| Budget Period: Jul 1 2018 12:00AM | To: Jun 30 2019 12:00AM |
| A. Approved Carryover: | |
| B. Total Current Year Allocation: | |
| D. Total Funding Available: | |

Revenue 11000.0000.41702 \$617

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---------------|--------------------------------|--------------------------------------|-----------------|-------------------|----------------|-------------|------------|-----------|
| 11000 | 2100 Support Services-Students | 56118 General Supplies and Materials | 0000 No Program | 0000 No Job Class | \$3,000 | \$617 | \$3,617 | |
| Sub Total | | | | | | \$617 | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | \$617 | | |

Justification:

to budget revenues received

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.

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: 520-000-1819-0022-I
 Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: ASK Academy

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

Contact: Alyssa Lucero, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: alyssa@vigilgroup.net

| | |
|-----------------------------------|-------------------------|
| FLOWTHROUGH ONLY | |
| Budget Period: Jul 1 2018 12:00AM | To: Jun 30 2019 12:00AM |
| A. Approved Carryover: | |
| B. Total Current Year Allocation: | |
| D. Total Funding Available: | |

Revenue 11000.0000.41980 \$139

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---------------|-----------------------|-------------------|-----------------|-------------------|----------------|-------------|------------|-----------|
| 11000 | 2500 Central Services | 55400 Advertising | 0000 No Program | 0000 No Job Class | \$1,000 | \$139 | \$1,139 | |
| Sub Total | | | | | | \$139 | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | \$139 | | |

Justification:

to budget refund of prior year 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 DRAFT

2019-2020 School Calendar

| July 2019 | | | | | | |
|-----------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| | | | | | 3.0 | |

| August 2019 | | | | | | |
|-------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| | | | | 18 | 3.0 | |

| September 2019 | | | | | | |
|----------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |
| | | | | 16 | 2.5 | |

| October 2019 | | | | | | |
|--------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |
| | | | | 18 | 2.5 | |

| November 2019 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | | | | 13 | 2.5 | |

| December 2019 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| | | | | 13 | 1.0 | |

| January 2020 | | | | | | |
|--------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| | | | | 15 | 1.5 | |

| February 2020 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | 15 | 2.5 | |

| March 2020 | | | | | | |
|------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| | | | | 16 | 2.5 | |

| April 2020 | | | | | | |
|------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| | | | | 16 | 1.5 | |

| May 2020 | | | | | | |
|----------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | 13 | 2.0 | |

| June 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

- No School
- 1/2 Prof Dev / Scholar Intervention
- Planning / In-service
- Admin Start/Stop
- End of Quarter
- Make-Up Weather Days
- Full Day In-Svc, No Intervention
- School Begins and Ends
- A.M. Classes / P.M. SLATE
- Governing Council Meeting

Student

School Days by Semester

| | | |
|-----|----|-----|
| 1st | 78 | 577 |
| 2nd | 75 | 555 |

Staff Professional by Semester

| | |
|-----|------|
| 1st | 14.5 |
| 2nd | 10.0 |

The ASK Academy DRAFT

2019-2020 School Calendar

| July 2019 | | | | | | |
|-----------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| | | | | | 3.0 | |

| August 2019 | | | | | | |
|-------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| | | | | 18 | 3.0 | |

| September 2019 | | | | | | |
|----------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |
| | | | | 16 | 2.5 | |

| October 2019 | | | | | | |
|--------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |
| | | | | 18 | 2.5 | |

| November 2019 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | | | | 13 | 2.5 | |

| December 2019 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| | | | | 13 | 1.0 | |

| January 2020 | | | | | | |
|--------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| | | | | 15 | 1.5 | |

| February 2020 | | | | | | |
|---------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | 15 | 2.5 | |

| March 2020 | | | | | | |
|------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| | | | | 16 | 2.5 | |

| April 2020 | | | | | | |
|------------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| | | | | 16 | 1.5 | |

| May 2020 | | | | | | |
|----------|----|----|----|----|-----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | 13 | 2.0 | |

| June 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

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| | | |
|-----|----|-----|
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| 2nd | 75 | 555 |

Staff Professional by Semester

| | |
|-----|------|
| 1st | 14.5 |
| 2nd | 10.0 |

GENERAL MANAGER'S REPORT TO THE GOVERNING BOARD
March 14, 2019

Celebrations

- New signs in atrium and on our new 6th Grade Academy
- *Tonight is our first ever fundraising for a cause (in this case a basketball court). We will utilize this idea in the future as we think when people have a definite goal they will help reach it. Big thanks to APSC for building baskets and organizing the event!
- *Big thanks to Pam Feather and Hewlitt Packard for their \$5,000 donation to help fund our robotics trip to China. (mid-July)
- *Capital outlay request for \$224,000 funded, but not yet granted!

*Lottery went well: Invitations go out tomorrow

| Grade | Enrolling/Enrolled | Wait List |
|---------|--------------------|-----------|
| 6 | 100 | 84 |
| 7 | 100 | 35 |
| 8 | 100 | 38 |
| 9 | 92 | 31 |
| 10 | 69 | 11 |
| 11 | 55 | 8 |
| 12 | 53 | 8 |
| Totals: | 569 | 215 |

Challenges/Concerns

*SF will cost us. We continue to challenge their computations, but right now they are really minimizing size calculations in their favor.

*Legislative session: SB 1 and HB 5 have been reconciled. ^{3 yrs} Moratorium: yes. SSS rolled out over 5 years. All staff increases 40, 50, 60 or 6%. Fully funded?

Hiring: Approximately 8 positions

Upcoming Events

*Class of 2019,