



A New Mexico Public Charter School

The ASK Academy

21st Century Design Thinking

The ASK Academy Governing Council Meeting

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

Open & Closed Sessions
December 14, 2017
6:30pm

Minutes

Attendance:

Present	Board Members	Title
X	Mike Smith	Chair
X	John Kolessar	Director
	Dr. Denise Gonzales	Director
X	Dr. Jeanne Forrester	Secretary
X	Edgar Short	Director
X	David Stoliker	Director
ASK Academy Members		
X	Dan Busse	General Manager
X	Dan Barbour	Assistant Gen Mgr
X	Constance Dove Castilleja	Director of Advancement
X	Paul Stephenson	E&D Director
X	Melanie Feger	Admin. Assistant
X	Justine Roybal	The Vigil Group

- I. **Call to Order** – 6:30 p.m.
- II. **Establishment of Quorum** – established by introduction
- III. **Pledge of Allegiance**
- IV. **Public Comment** - none
- V. **Scholar Presentation** – Scholars who participated in RoboRave last May earned a spot in the robotics competition in Japan last month. Sponsored by Project Managers Cheryl Kerby and Brian Montano, two teams composed of Kaleb Hanes, Alex Williams, Grayson Singleterry, Timothy Bautista and Ziven Lopen, represented ASK and the U.S. The group worked hard to raise funds, including a Go Fund Me account that raised a great deal of money. The group learned a new programming language, traveled internationally for the first time, met other scholars from around the world, learned about other cultures and strengthened teamwork skills. They were able to do some sightseeing such as a fish market, a samurai castle, the Kanazawa Gardens and even made chopsticks. They met and had dinner with the Chinese team and met all

the other participants. ASK teams placed 9th and 11th out of 43. They stated that it was a personal victory for each of them and thanked ASK Staff and Board Members for supporting them. Mr. Busse thanked the scholars for representing ASK so well. Mr. Smith stated that he was extremely proud of our tremendous ambassadors. Ms. Kerby noted that ASK has been invited to competition in China, with Sony as the sponsor.

- VI. **Consent Agenda** – Dr. Forrester made a motion to approve the consent agenda, Mr. Short seconded, there was no discussion and the motion passed unanimously 6 to 0.
- a. **Approve Minutes of October 12, 2017**
 - b. **Financial Monthly Report**
 - c. **General Fund BAR 520-000-1718-0006-I**
 - d. **Flowthrough BAR 520-000-1718-008-I**
 - e. **General Fund BAR 520-000-1718-009-I**
 - f. **Flowthrough BAR 520-000-1718-010-D**
 - g. **Direct Grant BAR 520-000-1718-011-D**
- VII. **Reports, Discussion and Possible Action**
- a. **Recognition of John Kolessar** – Mr. Kolessar was presented a gift of an ASK Jacket and 2 gift cards to restaurants from the ASK Foundation. Mr. Smith stated that Mr. Kolessar has been Board Chair from 2010 – 2012, Secretary from 2013 – 2016 and Director from 2016 to the present. Mr. Kolessar recruited Mr. Smith and Mr. Smith thanked Mr. Kolessar for his long standing support of ASK and Board Members commented on how he will be missed, appreciated his candor, honesty and involvement. ASK Leadership noted that Mr. Kolessar always made us better and believed in the Founders. Mr. Kolessar’s letter of resignation will be effective January 7, 2018. Mr. Smith made a motion to accept Mr. Kolessar’s letter, Ms. Bomke seconded, there was no discussion and the motion passed unanimously, 5 to 0.
 - b. **General Manager Update -**
 - * Mr. Busse welcomed new board member Lindsey Bomke to the ASK Governing Council.
 - * Current enrollment is 502 scholars. 5 invites have been sent for 6th grade, 1 for 7th grade and 1 for 8th grade. We have a waiting list of 114 for 6th grade, 44 for 7th grade and 65 for 8th grade.
 - * Chemistry teacher Barbara McCann will be joining the staff in January. She is coming in with 25 years of experience.
 - * Special Education Director Nadyne Shimada will be moving out of the classroom and we have hired Rachael Eberhardt from APS to take over classes for Nadyne.
 - * Project Manager Ed Garcia will become Dean of Students, taking over disciplinary actions and freeing up Mr. Busse to focus on visionary work. This plan came from a problem-solving session with Mr. Smith. Mr. Garcia would like to move into administration in the future and this is a step in that direction. A board member asked if there would be any changes to Executive Counsel/Leadership Team and the response was no, but that Mr. Garcia would be involved.
 - * This Friday at 8:00 a.m. Mr. Busse will hold the first “Coffee with the G.M.,” inviting the ASK community to come and meet with him. Registrar Chrisanna Lane will give a presentation on effective use of the PowerSchool system by parents. The goal of the coffee is to increase communication between parents and staff.
 - * From 10:00 a.m. to noon on Friday, Rio Rancho Police Department will provide active shooter training for the staff. Afterward they will walk the premises, check safety plans and possibly make suggestions for improvement. Safety plans must be updated every 3 years. Mr. Stoliker noted how critical this type of training is for staff.
 - * Mr. Busse thanked Mr. Stephenson, Mr. Crawford and Mr. Stephenson’s son for coaching the ASK Club Basketball Team. Mr. Busse also thanked the Board for allowing him to grow into the G.M. position. Mr. Short noted that he had recently run into previous board member Daryl Lee, who extended his hellos to everyone.
 - * Mr. Stoliker asked if we are making the numbers we need for enrollment. Mr. Barbour replied that while our numbers will go up and down, we are where we need to be, and we will enroll more scholars at the beginning of the second semester.

- c. **Capital Outlay Request** – Ms. Castilleja stated that Senators Gould and Ely visited ASK and were very impressed. We are requesting the same amount of capital outlay funding as last year, \$83,000.00. These funds would be used for outdoor structures. Sandoval County Leadership has committed to helping us build volleyball courts and have raised \$5000.00 so far. We did not receive the grant from Intel.
- d. **PED Governing Council Training** – Rules changed in July for training and content became very specific. The only authorized entity to train currently is PED. Ms. Bomke attended and received her required 10 hours and Dr. Forrester and Dr. Gonzales attended as well. The Secretary of Education was there and had very positive things to say about ASK. Mr. Smith, Mr. Short and Mr. Stoliker still need training. Ms. Castilleja will send training information as it becomes available. The Board will look at March 2018 to meet for 4 to 5 hours with the Leadership Team. Mr. Stoliker noted that there are still webinars online but no one is sure if they are still considered approved training. Ms. Castilleja will look into this as well as out of town training options. Mr. Kolessar mentioned the idea of a Board Member-elect and Ms. Castilleja asked that if anyone knows of an engineer that would be interested to please let her know.

VIII. **Closed Session** – Mr. Smith read the statute regarding going into closed session; Mr. Short made a motion to go into closed session, Mr. Kolessar seconded, there was no discussion and the motion passed unanimously 6 to 0. Items a. and b. were discussed in closed session. Mr. Smith read the statute regarding returning to open session; Mr. Kolessar made a motion to return to open session, Dr. Forrester seconded, there was no discussion and the motion passed unanimously 6 to 0.

a. **Real Estate Acquisition NM Stat §10-15-1 [H][8]**

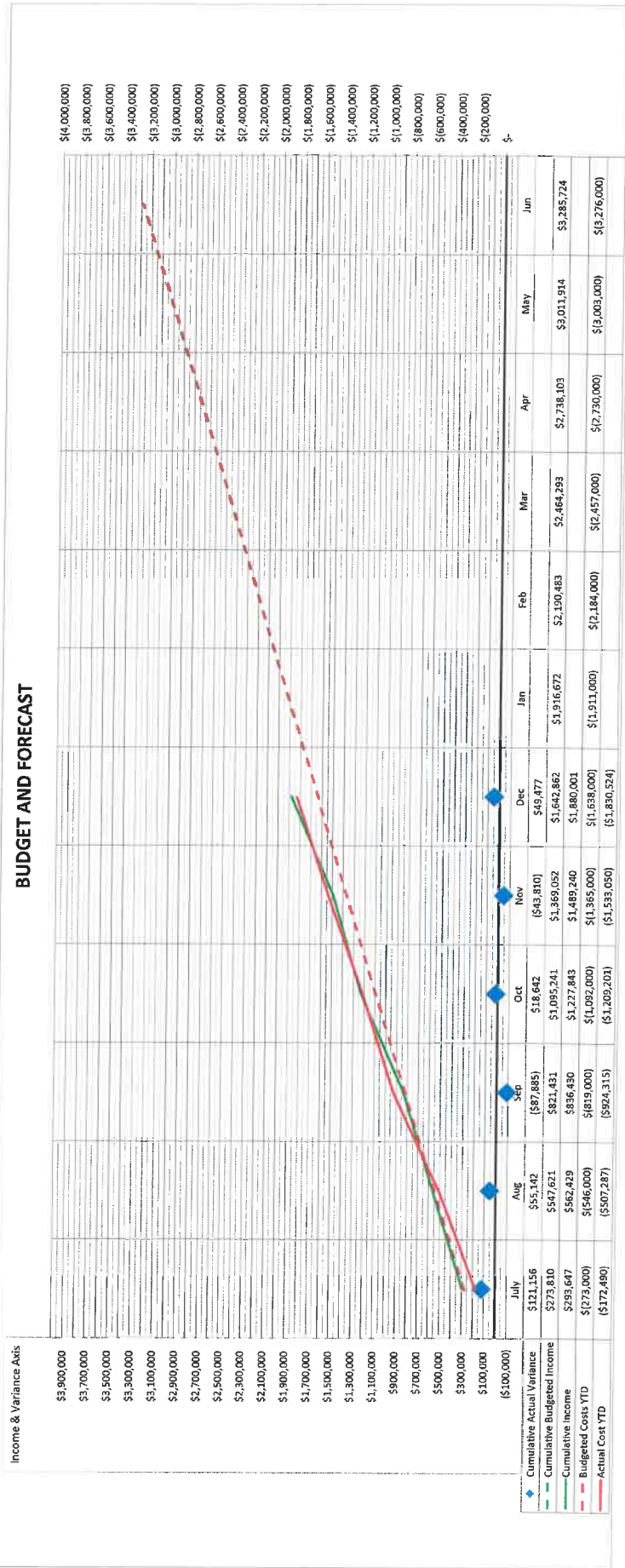
b. **Pending Litigation NM Stat §10-15-1 [H][7]**

IX. **Announcements**

a. **Next Governing Council Meeting is January 11, 2018**

X. **Adjournment** – 8:30 p.m.

BUDGET AND FORECAST



ASK ACADEMY BUDGETING AND FORECASTING WORKSHEET

BUDGETS	YTD Total											
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Budgeted Income	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810	\$ 273,810
Monthly Budgeted Costs	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)	\$(273,000)
Monthly Budget Variance	\$810	\$810	\$810	\$810	\$810	\$810	\$810	\$810	\$810	\$810	\$810	\$810
Cumulative Budgeted Income	\$273,810	\$547,621	\$821,431	\$1,095,241	\$1,369,052	\$1,642,862	\$1,916,672	\$2,190,483	\$2,464,293	\$2,738,103	\$3,011,914	\$3,285,724
Cumulative Budgeted Costs	\$(273,000)	\$(546,000)	\$(819,000)	\$(1,092,000)	\$(1,365,000)	\$(1,638,000)	\$(1,911,000)	\$(2,184,000)	\$(2,457,000)	\$(2,730,000)	\$(3,003,000)	\$(3,276,000)
Cumulative Budget Variance	\$810	\$1,621	\$2,431	\$3,241	\$4,052	\$4,862	\$5,672	\$6,483	\$7,293	\$8,103	\$8,914	\$9,724

ACTUALS	Monthly Income	Cumulative Income	Monthly Costs	Cumulative Cost	Monthly Variance	Cumulative Actual Variance
	\$ 293,647	\$ 293,647	\$(273,000)	\$(273,000)	\$20,647	\$20,647
	\$562,429	\$856,076	\$(546,000)	\$(819,000)	\$304,076	\$324,724
	\$(172,490)	\$(685,310)	\$(1,092,000)	\$(1,911,000)	\$412,690	\$733,414
	\$121,156	\$564,154	\$(819,000)	\$(2,730,000)	\$1,164,846	\$1,465,476
	\$121,156	\$685,310	\$(1,092,000)	\$(3,822,000)	\$1,636,690	\$1,880,001

MONTHLY VARIANCES	Monthly Income Variance	Cumulative Income Variance	Monthly Cost Variance	Cumulative Cost Variance
	\$19,836	\$19,836	\$(14,808)	\$(14,808)
	\$19,836	\$39,672	\$(29,616)	\$(44,424)
	\$100,510	\$140,302	\$(74,424)	\$(118,848)
	\$100,510	\$240,812	\$(148,848)	\$(267,696)

YEAR TO DATE VARIANCES	Budgeted Income YTD	Actual Income YTD	% Total YTD Income Received	% Total YTD Income Variance	Budgeted Costs YTD	Actual Cost YTD	% Total YTD Costs Incurred	% Total YTD Cost Variance
	\$ 2,738,103	\$ 2,738,103	100%	0%	\$ 2,730,000	\$ 2,730,000	100%	0%
	\$ 2,738,103	\$ 2,738,103	100%	0%	\$ 2,730,000	\$ 2,730,000	100%	0%
	\$ 2,738,103	\$ 2,738,103	100%	0%	\$ 2,730,000	\$ 2,730,000	100%	0%
	\$ 2,738,103	\$ 2,738,103	100%	0%	\$ 2,730,000	\$ 2,730,000	100%	0%

YEAR END PROJECTIONS	Projected Income Variance	Projected Cost Variance	Year End Projected Net Variance
	\$ (1,405,723)	\$ (1,405,723)	\$ (1,405,723)
	\$ (1,405,723)	\$ (1,405,723)	\$ (1,405,723)
	\$ (1,405,723)	\$ (1,405,723)	\$ (1,405,723)
	\$ (1,405,723)	\$ (1,405,723)	\$ (1,405,723)

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: 520-000-1718-0012-1
Fund Type: Direct Grant

Adjustment Type: Increase

Fiscal Year: 2017-2018

Entity Name: ASK Academy

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

Contact: Justine Vigil, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7707

Email: justine@vigilgroup.net

FLOWTHROUGH ONLY
Budget Period: Jul 1 2017 12:00AM To: Jun 30 2018 12:00AM
A. Approved Carryover:
B. Total Current Year Allocation:
D. Total Funding Available:

Revenue 26207.0000.41922 \$500

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26207 CNM Foundatio n	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K- 12) Programs	1411 Teachers- Grades 1-12	\$376	\$354	\$730	
26207 CNM Foundatio n	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class		\$66	\$66	
26207 CNM Foundatio n	1000 Instruction	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class		\$10	\$10	
26207 CNM Foundatio n	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class		\$56	\$56	
26207 CNM Foundatio n	1000 Instruction	52220 Medicare Payments	0000 No Program	0000 No Job Class		\$14	\$14	
Sub Total						\$500		
Indirect Cost								
DOC. TOTAL						\$500		

Justification:

to budget current 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.

Curriculum Vitae

Michael Wm. Malloy, P.E.
WHPacific, Inc.
6501 Americas Pkwy NE , Suite 400
Albuquerque, New Mexico 87110

Education:

1970 Bachelor of Science, Civil Engineering, Michigan Technological University, Houghton, Michigan

Registration:

Registered Professional Engineer No. 10378 New Mexico
Registered Professional Engineer No. 22107 Arizona
Registered Professional Engineer No. 15622 Oklahoma
Registered Professional Engineer No. 26203 Colorado
Registered Professional Engineer No. 62-32673 Illinois (Retired)
Registered Professional Engineer No. E14221 Wisconsin
Registered Professional Engineer No 8604614 Indiana
Registered Professional Engineer No. GE 30900 New Jersey (Retired)

Experience:

2015-Present New Mexico Operations Manager, WHPacific, Inc. responsible for directing day to day business operations, business development activities and management of a 50-person staff.

2014-2015 Director of Transportation, WHPacific, Inc. Albuquerque office with responsibilities for the planning, design and management of transportation projects.

2014-2010 Principal Engineer, First Americans, Ltd., a start-up company providing engineering services to Pueblo and Tribal governments.

1987-2010 President and Chief Executive Officer of Gannett Fleming West, Inc. and Vice President of Gannett Fleming, Inc., with responsibilities to include directing the day to day business operations and the planning, design and management of civil, transportation, water, wastewater and environmental projects within New Mexico. Additionally, responsible for the development and direction of Native American projects in New Mexico, Arizona and Nevada.

2008-2010 Vice President, Gannett Fleming, Inc. International Transportation Manager responsible for internal organization and identification of international transportation markets and assignments.

2001-2007 Vice President, Gannett Fleming, Inc. Regional Director of Western Operations responsible for overseeing corporate operations in Gannett Fleming's 19-State West Region to include working closely with regional office managers in Arizona, Colorado, California, Texas and Washington offices to maximize the firm's opportunities in

the West and provide staff and resources to ensure successful project delivery to every client.

1975-1987 Chicago Office Manager, Gannett Fleming, Inc. responsible for the day to day operation and the planning, design and management of civil, transportation and environmental projects.

1970-1975 Staff Engineer, Gannett Fleming, Inc. responsible for the design of civil, transportation and environmental projects.

Membership in Professional Societies:

2012-2016	American Council of Engineering Companies of New Mexico, President
2008-2014	American Road and Transportation Builders Association, Board of Directors
2006-2017	American Council of Engineering Companies of New Mexico, Board of Directors
2000-2001	New Mexico Society of Professional Engineers, State President
1998-1999	New Mexico Society of Professional Engineers, Albuquerque Chapter President
1993 & 1994	American Public Works Association of New Mexico, Chapter President
1970-Present	American Society of Civil Engineers, Member

Honors and Awards:

2010	Heliopolis Phoenix Award, New Mexico Society of Professional Engineers
2006	Engineer of the Year, New Mexico Society of Professional Engineers, Albuquerque Chapter
2006	Ingeniero Veterano de Nuevo Mejioco, New Mexico Society of Professional Engineers
2002	Professional Leadership Award, American Council of Engineering Companies of New Mexico
2001	Private Sector Service Award, American Public Works Association (National)
1998	Engineer of the Year, New Mexico Society of Professional Engineers
1995	Distinguished Services Award, American Public Works Association of New Mexico

Presentations/Publications:

December 2009	Malloy, M.W., "ARTBA Federal Issues Update" Presented at the Intertribal Transportation Association Annual Conference
March 2009	Malloy, M.W., "ARTBA Federal Issues Update" Presented at the New Mexico Department of Transportation, Transportation Conference
March 2009	Malloy, M.W., "Engineering Innovations" Presented at the New Mexico Department of Transportation, Transportation Conference
January 2009	Malloy, M.W., "Career Development" Presented at the Society of Women Engineers Annual Convention
December 2007	Malloy, M.W., "ARTBA Federal Issues Update" Presented at the Intertribal Transportation Association Annual Conference

May 2007	Malloy, M.W., "Career Development" Presented at the New Mexico Society of Professional Engineers, Young Engineers Council
February 2007	Malloy, M.W., "ARTBA Federal Issues Update" Presented at the Intertribal Transportation Council Meeting
March 2000	Malloy, M.W., "The Business of Engineering" Presented at the University of New Mexico, CE499 Class
February 1999	Malloy, M.W., "The Business of Engineering" Presented at the University of New Mexico, CE499 Class

Professional/Community Activities:

2014	Candidate, Bernalillo County Commission
2010	Candidate, State House of Representatives, District 31
2009-2016	Precinct Chair, Precinct 566
2003-2006	Judge, 4-H International Night
2000-Present	Member, Bernalillo County Bond Committee
1988-Present	Regular platelet donor, United Blood Services
1988-2016	MathCounts (National Committee, State Coordinator, Moderator)