



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
 October 12, 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 |
| | Edgar Short | Director |
| X | David Stoliker | Director |
| ASK Academy Members | | |
| | Dan Busse | General Manager |
| | Dan Barbour | Assistant Gen Mgr |
| X | Constance Dove Castilleja | Director of Advancement |
| X | Paul Stephenson | E&D Director |
| | Melanie Feger | Admin. Assistant |
| | Justine Roybal | The Vigil Group |
| | | |

- I. **Call to Order** – 6:34 p.m.
- II. **Establishment of Quorum** – established by introduction of members
- III. **Pledge of Allegiance**
- IV. **Public Comment** - none
- V. **Scholar Presentation** – Scholars conducted research on the redesign of a 12 oz. Coke can. Can they retain the volume, but minimize the total surface area, potentially saving millions for Coca-Cola? The scholars calculated the volume and surface area, minimized the surface area and worked with the Math department to do a 3-D design of the new proposed can. Using a shorter, larger can

design, Coke would save approximately \$555 billion a year in materials. They discussed the reasons Coke may not be interested in the re-design (e.g. cost of redesigning manufacturing equipment, vending machines, psychologically the current can 'looks' bigger, etc.). The Governing Council congratulated the scholars for their well-done research.

- VI. Consent Agenda**– Dr. Forrester made a motion to approve the consent agenda, Mr. Kolessar seconded the motion. The motion passed unanimously 4 to 0.
- a. **Approve Minutes of September 14, 2017**
 - b. **Financial Monthly Report**
 - c. **Flowthrough BAR 520-000-1718-0003-IB**
 - d. **Capital Outlay BAR 520-000-1718-004-IB**
 - e. **General Fund BAR 520-000-1718-005-IB**

VII. Reports, Discussion and Possible Action

a. General Manager Update

Paul Stephenson, Director

- Current enrollment is 516 scholars. New high school scholars will not be accepted until January.
- The Camping Trip was a huge success.
- The scholars hosted a Game Night that was enjoyed by all.
- We have a National Merit Scholar Semi-Finalist, Mathew Fay.
- NWEA short cycle assessments have begun. This is a new assessment since Discovery is no longer available. Over 10 million students around the country take this assessment.
- ASK was selected by Leadership Sandoval County to be the recipient of their Community Project. They plan on installing sand volley ball courts and seating.
- PSAT practice tests were given to sophomores.
- SLATE conferences were this week with almost 100% participation.

b. PED Governing Body Observation

Connie Dove Castilleja, Director

- An excellent review was received from PED on our Governing Council observation last month.

c. Governing Council Candidate Lindsey Bomke

Connie Dove Castilleja, Director

VIII. Lindsey Bomke was presented as a Governing Council candidate.

- Mr. Kolessar made a motion to approve the Ms. Bomke as a member, Dr. Forrester seconded the motion. The motion passed unanimously 4 to 0. Ms. Bomke will be welcomed at our November meeting.

IX. Closed Session

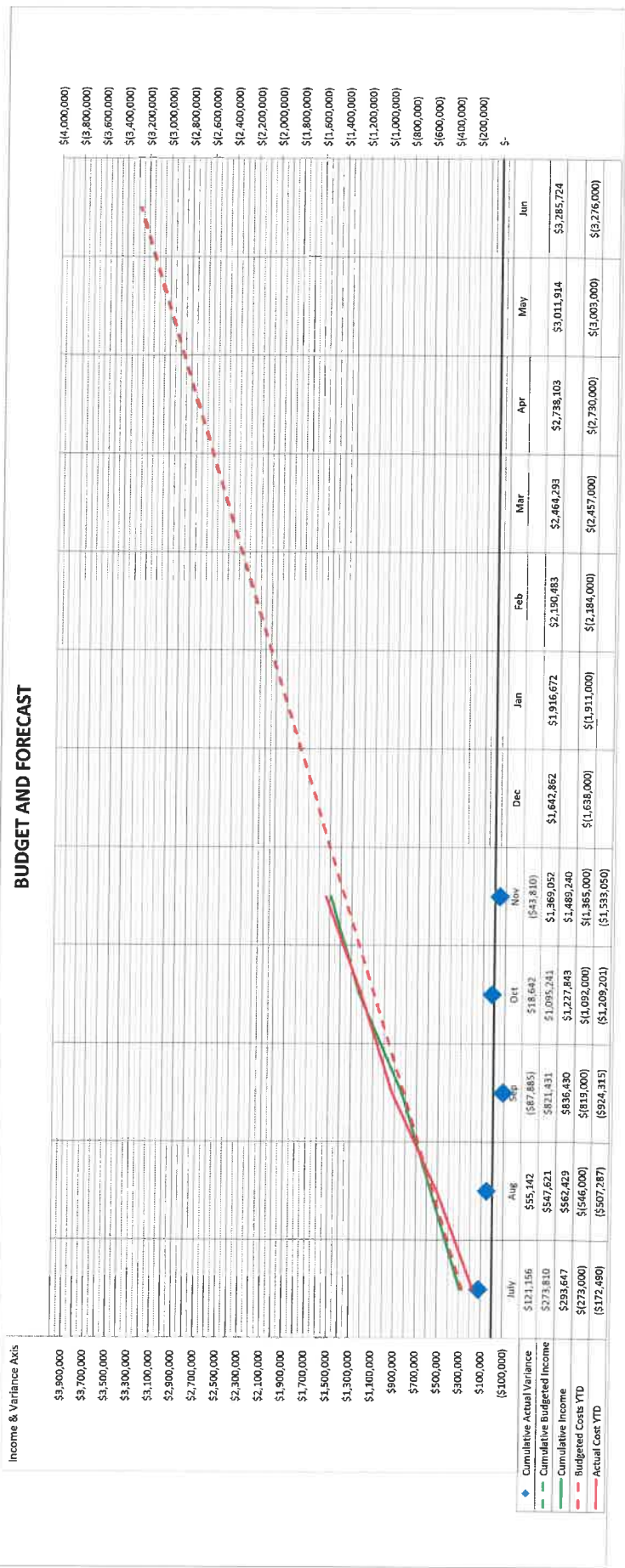
- a. **Real Estate Acquisition** – Mr. Smith made a motion to go into closed session, in accordance with NM Stat § 10-15-1[H][8]) which states, (8) “meetings for the discussion of the purchase, acquisition or disposal of real property or water rights by the public body.” Mr. Kolessar seconded, there was no discussion and the motion passed unanimously 6 to 0. All members attended the closed session - Mike Smith, John Kolessar, Dr. Jeanne Forrester, and David Stoliker. Mr. Smith made a motion to return to open session, Dr. Forrester seconded, there was no discussion and the motion passed 4 to 0. All matters discussed in the closed meeting were limited only to those specified in the motion for closure.

X. Announcements

- a. Next Governing Council Meeting is November 9, 2017

X. Adjournment – 7:50 p.m.

BUDGET AND FORECAST



Income & Variance Axis

\$3,900,000
 \$3,700,000
 \$3,500,000
 \$3,300,000
 \$3,100,000
 \$2,900,000
 \$2,700,000
 \$2,500,000
 \$2,300,000
 \$2,100,000
 \$1,900,000
 \$1,700,000
 \$1,500,000
 \$1,300,000
 \$1,100,000
 \$900,000
 \$700,000
 \$500,000
 \$300,000
 \$100,000
 (\$100,000)
 (\$1,000,000)

◆ Cumulative Actual Variance
 --- Cumulative Budgeted Income
 --- Cumulative Income
 --- Budgeted Costs YTD
 --- Actual Cost YTD

\$4,000,000
 \$3,800,000
 \$3,600,000
 \$3,400,000
 \$3,200,000
 \$3,000,000
 \$2,800,000
 \$2,600,000
 \$2,400,000
 \$2,200,000
 \$2,000,000
 \$1,800,000
 \$1,600,000
 \$1,400,000
 \$1,200,000
 \$1,000,000
 \$800,000
 \$600,000
 \$400,000
 \$200,000
 \$-

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: 520-000-1718-0006-I
 Fund Type: General Fund / Capital Outlay / Debt Service

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 11000.0000.11111 \$30,088

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|-------------------|---------------------------------------|-----------------------------------|-----------------|-------------------|----------------|-----------------|------------|-----------|
| 11000 | 2600 Operation & Maintenance of Plant | 54610 Rental - Land and Buildings | 0000 No Program | 0000 No Job Class | \$97,334 | \$30,088 | \$127,422 | |
| Sub Total | | | | | | \$30,088 | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | \$30,088 | | |

Justification:

To budget cash carryover from the FY2017 audited financials. See page 3 of the attached document.

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:

Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sets 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: 520-000-1718-0008-I

Fund Type: Flowthrough

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: 07/01/2017 | To: 06/30/2018 |
| A. Approved Carryover: | |
| B. Total Current Year Allocation: | |
| D. Total Funding Available: | |

Revenue 14000.0000.11112 \$1

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|-------------------|------------------|--|--|-------------------|----------------|-------------|------------|-----------|
| 14000 | 1000 Instruction | 56111 Instructional Materials Cash - 50% Textbooks | 1010 Regular Education (K-12) Programs | 0000 No Job Class | \$21,619 | \$1 | \$21,620 | |
| Sub Total | | | | | | \$1 | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | \$1 | | |

Justification:

to budget cash carryover per the FY2017 audited financials

compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

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: 520-000-1718-0009-1
Fund Type: General Fund / Capital Outlay / Debt Service

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 23000.0000.11111 \$2,941

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|------------------------------------|------------------|--------------------------------------|--|-------------------|----------------|-------------|------------|-----------|
| 23000 Non-Instructional Support | 1000 Instruction | 56118 General Supplies and Materials | 1010 Regular Education (K-12) Programs | 0000 No Job Class | \$10,000 | \$2,941 | \$12,941 | |
| Sub Total | | | | | | \$2,941 | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | \$2,941 | | |

Justification:

to budget cash carryover per the FY2017 audited financials

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

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: 520-000-1718-0010-D
Fund Type: Flowthrough

Adjustment Type: Decrease

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: 07/01/2017 | To: 06/30/2018 |
| A. Approved Carryover: | | |
| B. Total Current Year Allocation: | | |
| D. Total Funding Available: | | |

Revenue 31701.0000.11111 (\$13,101)

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---|---------------------|-------------------------------------|--------------------|----------------------|----------------|-------------------|------------|-----------|
| 31701 Capital Improvements SB-9 Local | 4000 Capital Outlay | 54640 Rental - Lease To Purchase | 0000 No Program | 0000 No Job Class | \$149,013 | (\$13,101) | \$135,912 | |
| Sub Total | | | | | | (\$13,101) | | |
| Indirect Cost | | | | | | | | |
| DOC. TOTAL | | | | | | (\$13,101) | | |

Justification:

to budget cash carryover per FY2017 audited financials

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

⚠ 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: 520-000-1718-0011-D
Fund Type: Direct Grant

Adjustment Type: Decrease

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 26207.0000.11112 (\$536)

| 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 | \$912 | (\$536) | \$376 | |
| | | | | | Sub Total | (\$536) | | |
| | | | | | Indirect Cost | | | |
| | | | | | DOC. TOTAL | (\$536) | | |

Justification:

to budget correct cash carryover from FY2017 audited financials

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:

i. 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.



A New Mexico Public Charter School
The ASK Academy
21st Century Design Thinking

December 4, 2017

Dear Senator Gould,

The ASK Academy is completing its seventh year as a 6th-12th grade Science, Technology, Engineering & Mathematics (STEM) public charter school in Rio Rancho, currently enrolling 470 scholars (students), with future enrollment to 600.

What Makes The ASK Academy Unique?

- ASK prepares students for post-secondary education & high paying jobs in Biomedical Sciences and Engineering *in New Mexico*, contributing to the future tax base
- Every high school student chooses a career pathway in Engineering & Design or Biomedical Sciences
- Dual credit courses offered on campus
- Every high school student has access to a Laptop for use both at school and home
- Emphasis on research skill development and design thinking in these career areas
- Partnerships with Local Universities and Industry give scholars real-life application of Curriculum (28 ASK Alliance Partners)

What are we requesting from our legislators for Capital Outlay for ASK?

- \$83,000 Thermoplastic outdoor lunch tables (20) and trash receptacles; Outdoor benches (2); Concrete Picnic Tables (4); Shade Structures (2)

Our request will fully fund these items for our new campus. Our hope is that we can share with our community the support shown by our legislators to inspire matching donations that will help meet our goals.

Thank you for all that you do to support the many needs and interests in our community! Our scholars are thriving at The ASK Academy, and we'd love to have you visit and let them share their experiences with you!

Best regards,

Constance Dove Castilleja
Director of Advancement