



A New Mexico Public Charter School

**The ASK Academy**

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

**Governing Council Meeting**  
 The Ask Academy Board Room  
 4550 Sundt Road NE, Rio Rancho, NM

Open & Closed Sessions  
 September 13, 2018  
 6:30pm

**Minutes**

Attendance:

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

- I. **Call To Order** – 6:32 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 Project Manager Ed Garcia. Mr. Garcia is also Dean of Students and assists Mr. Busse and Mr. Barbour with discipline issues. His belief is that scholars should be put first and be in the learning space as much as possible. Mr. Garcia is working on his Master’s degree at NM Highlands and wants to eventually go into administration. He stated that ASK has a diverse population of needs and wants to deliver education that will prepare scholars for life. He said that trend lines will show that we are improving. When Mr. Smith asked, what is the key to making ASK unique, Mr. Garcia

responded, “the self-directed concept.” He added that we trust our employees to deliver content in a way that will teach scholars to find their path to success. When asked what is missing, Mr. Garcia responded, “funding.” He explained that our staff is required to wear many hats but that we do the best job possible with the resources we have. He added that the leadership team works hand-in-hand with all staff.

VI. **Scholar Presentation** - none

VII. **Consent Agenda** – Mr. Smith made a motion to approve the consent agenda, Mr. Stoliker seconded, there was no discussion and the motion passed unanimously 4 to 0.

- a. **Approve Minutes of August 9, 2018**
- b. **Financial Monthly Report**
- c. **General Fund BAR 520-000-1819-0003-I**
- d. **General Fund BAR 520-000-1819-0004-I**
- e. **General Fund BAR 520-000-1819-0005-I**
- f. **Speech-Language Pathology Services Contract**

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

a. **General Manager Update** -

\* Jemez Camping Trip – 90 scholars and chaperones left today on the annual camping trip. A lot of planning is needed by staff to coordinate food, transportation, activities, chaperones and all logistics involved. The purpose is to build relationships and connect scholars to staff and to each other.

\* Ping Pong Tournament – New Manager Mr. Mousavi headed up this activity and is a very good player.

\* Family Night – this activity is in the planning stages.

\* Robotics Club – 48 scholars attended the meeting today; even more went camping. This is a very successful club with both middle and high school scholars.

\* A representative from Cal Tech came and spoke with scholars; the scholars asked great questions.

\* One Manager is leaving ASK due to health concerns. A letter was sent out to reassure families of continued quality education. John Padoven will be coming on board in her place and brings an abundance of experiences to share.

\* The 6<sup>th</sup> grade engineering class is building chairs. Mr. Busse will be the final test to see if the chairs will hold him up.

\* Enrollment is currently at 527 with a wait list of 121.

\* Teacher evaluation grade – 12.5% (4) were exemplary, 62.5% (16) were highly effective, 11 were effective and 1 was minimally effective.

b. **2018 ‘A’ State Report Card** – ASK has received an A, 3 years in a row. First we were given a B this year but we were only .37 away. The scores had been calculated incorrectly, so it was changed to an A. This correction occurred before the school grades were publicized. It was asked if we are prepared for the next review and the response was yes. We are continuing to grow into what we want to be. Mr. Smith asked how we are handling the increase in population. The response was that staff are willing to take on more and are sharing spaces. The scholar to manager ratio remains 20 to 25 overall. Mr. Stoliker asked what steps we take when a manager is rated minimally effective. The response was that we have a mentor program for managers. Mr. Stoliker stated that he was listening to a local radio program when someone called into to brag on The ASK Academy.

c. **PED Annual Monitoring Visit Final for 2017-18** – The visit occurred last February. It took PED 8 months to correct inaccurate data. We are compliant in all areas and exceeded standards in receiving an A grade. We use testing data to verify and we are doing exceptionally well. Five areas we are working on: 1) Instructional hours – this had been amended; 2) SPED discrepancies in STARS reporting – this has been

corrected; 3) ELL – we have tightened the process and Mrs. Castilleja is now leading the team; 4) Immunizations – we have provided logs on 2 occasions; 5) Drills were not on the schedule – this was because the 2018-19 calendar had not been approved yet. The next visit is scheduled for January 31<sup>st</sup>, 2019. Mr. Short asked if they send a checklist; Mrs. Castilleja responded yes but PED can also pull from their internal department lists; 3 people normally come. Mr. Stoliker asked if parents can opt out of immunizations for their children. The answer is that they can file a waiver. If they do and there is an outbreak, parents with waivers are told that their children must sit out for 2 weeks, but they are given work to do while out through such means such as Google classroom. Mr. Stoliker asked if any ELL scholars are also SPED scholars. The response was yes and that we have to serve scholars in both areas. There are 6 staff members to handle the Special Education case load.

- d. **Policy Review: Policies 100, 101, 102, 103, 104, 200, 201, 202, 203, 204, 205, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 400, 401, 402, 403, 404, 405, 406, 500, 501 and Special Education Policies** – Mr. Smith stated that if any policies need to be discussed, now is the time to do so. Mr. Malloy asked about article 2, section 4 of policy where it states that a new board member must go through required training before he or she can be a voting member. According to our attorney, this is not in stated law. We have declared 7 board members, however our bylaws govern. It was clarified that there are 2 policies for cyber-bullying, one for scholars and one for staff. The other policy questioned is for bullying prevention. The leadership team has gone through all the policies to be sure they are current and they are. Mr. Stoliker noted that he liked the lottery policy and it was reiterated that we follow it to the letter.

- IX. **Closed Session** – Mr. Malloy read NM Stat §10-15-1 [H][8] regarding entering into closed session to discuss Real Estate Acquisition. He then made a motion to go into closed session, Mr. Smith seconded, there was no discussion and the motion passed unanimously 4 to 0. After closed session, Mr. Malloy made a motion to return to open session and Mr. Short seconded. Discussion: Mr. Malloy named the statute again and stated that matters discussed in the closed meeting were limited to only those specified in the motion for closure. The motion passed unanimously 4 to 0.

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

- X. **Possible Action Related to Real Estate Acquisition** – none proposed

- XI. **Announcements**

- a. **Next Governing Council Meeting is October 11, 2018**

- XII. **Adjournment** – 8:18 p.m.



A New Mexico Public Charter School

**The ASK Academy**

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

**Governing Council Meeting**  
 Rachel Matthew Development  
 4500 Sundt Road NE, Rio Rancho, NM

Open & Closed Sessions  
 September 27, 2018  
 6:30pm

**Minutes**

Attendance:

Present	Board Members	Title
	Dr. Jeanne Forrester	Chair
X	Dr. Denise Gonzales	Vice Chair
	Michael Malloy	Secretary
	Edgar Short	Director
X	David Stoliker	Director
X	Lindsey Bomke	Director
X	Michael Smith	Director
<b>ASK Academy Members</b>		
	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** – 6:33 p.m.
- II. **Establishment of Quorum** – established by introduction
- III. **Closed Session** – Dr. Gonzales read NM Stat §10-15-1 [H][8] regarding entering into closed session to discuss Real Estate Acquisition. She then made a motion to go into closed session, Mr. Smith seconded, there was no discussion and the motion passed unanimously 4 to 0. After closed session, Dr. Gonzales made a motion to return to open session and Mr. Stoliker seconded. Discussion: Dr. Gonzales named the statute again and stated that

matters discussed in the closed meeting were limited to only those specified in the motion for closure. Dr. Gonzales stated that the meeting was back in open session.

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

**IV. Discussion and Action Related to Acquisition of 4500 Sundt Road NE** – Dr. Gonzales made a motion to enter into the following agreements related to the acquisition of 4500 Sundt Rd. NE, Rio Rancho, NM:

- a. Lease Agreement
- b. Subordination Agreement
- c. First Supplemental Pledge & Covenant Agreement
- d. No Default Certificate

and further, to authorize the General Manager to approve minor revisions to these documents that do not otherwise affect their material terms, prior to presentation to the Chair for signature on the final form of the documents; and further that all such changes shall be presented to the Governing Council for ratification, if necessary. Mr. Smith seconded the motion, there was no discussion and the motion passed unanimously 4 to 0.

**XII. Adjournment** – 7:35 p.m.

**ASK ACADEMY BUDGETING AND FORECASTING WORKSHEET**

BUDGETS	YTD Total	Month											
		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	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500
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	\$112,500	\$25,000	\$37,500	\$50,000	\$62,500	\$75,000	\$87,500	\$100,000	\$112,500	\$125,000	\$137,500	\$150,000	\$162,500

ACTUALS	YTD Total	Month											
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Income	\$ 924,042	\$ 297,688	\$ 328,880	\$ 297,474	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042	\$ 292,042
Cumulative Income	\$ 297,688	\$ 626,568	\$ 955,448	\$ 1,247,522	\$ 1,539,564	\$ 1,831,606	\$ 2,123,648	\$ 2,415,690	\$ 2,707,732	\$ 2,999,774	\$ 3,291,816	\$ 3,583,858	\$ 3,875,900
Monthly Costs	\$ (951,520)	\$ (351,514)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)	\$ (341,599)
Cumulative Cost	(\$258,407)	(\$609,921)	(\$951,520)	(\$1,293,119)	(\$1,634,718)	(\$1,976,317)	(\$2,317,916)	(\$2,659,515)	(\$3,001,114)	(\$3,342,713)	(\$3,684,312)	(\$4,025,911)	(\$4,367,510)
Monthly Variance	\$39,281	(\$22,634)	(\$44,125)	(\$49,557)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)	(\$49,057)
Cumulative Actual Variance	\$39,281	\$16,647	(\$27,478)	(\$77,035)	(\$126,092)	(\$175,149)	(\$224,206)	(\$273,263)	(\$322,320)	(\$371,377)	(\$420,434)	(\$469,491)	(\$518,548)

MONTHLY VARIANCES	YTD Total	Month											
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Income Variance	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)	\$ (37,651)
Cumulative Income Variance	(\$37,651)	(\$75,302)	(\$112,953)	(\$150,604)	(\$188,255)	(\$225,906)	(\$263,557)	(\$301,208)	(\$338,859)	(\$376,510)	(\$414,161)	(\$451,812)	(\$489,463)
Monthly Cost Variance	\$64,432	(\$28,676)	(\$18,760)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)	(\$32,839)
Cumulative Cost Variance	\$64,432	\$35,756	\$16,996	\$39,834	\$62,673	\$85,511	\$108,350	\$131,189	\$154,027	\$176,865	\$199,704	\$222,542	\$245,381

YEAR TO DATE VARIANCES	Budgeted	Actual	YTD Total	Month											
				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	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042	\$ 924,042		
% Total YTD Income Variance	7%	10%	23%	23%	23%	23%	23%	23%	23%	23%	23%	23%	23%		
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)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)	\$ (951,520)		
% Total YTD Costs Incurred	6%	16%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%		
% Total YTD Cost Variance	-32%	-6%	-2%	-26%	-41%	-51%	-58%	-63%	-67%	-71%	-73%	-75%	-75%		

YEAR END PROJECTIONS	Projected	Actual	YTD Total	Month											
				July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Projected Income Variance	\$ (451,806.00)	\$ (264,651.06)	\$ (327,893.77)	\$ (1,251,995.79)	\$ (1,806,361.03)	\$ (2,175,977.86)	\$ (2,439,989.88)	\$ (2,657,996.90)	\$ (2,792,005.91)	\$ (2,915,211.52)	\$ (3,016,016.11)	\$ (3,100,019.93)	\$ (3,174,023.75)		
Projected Cost Variance	\$ (2,629,512)	\$ (17,878)	\$ (5,665)	\$ (84,959)	\$ (132,535)	\$ (164,257)	\$ (186,907)	\$ (203,839)	\$ (217,114)	\$ (227,687)	\$ (236,337)	\$ (243,545)	\$ (248,545)		
Year End Projected Net Variance	\$ (3,081,318)	\$ (282,529)	\$ (333,559)	\$ (1,336,894)	\$ (1,938,896)	\$ (2,340,230)	\$ (2,636,897)	\$ (2,861,837)	\$ (3,009,120)	\$ (3,142,898)	\$ (3,252,353)	\$ (3,343,565)	\$ (3,422,568)		



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: 520-000-1819-0006-M  
Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Maintenance

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

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

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	51100 Salaries Expense	2000 Special Programs	1412 Teachers-Special Education	\$212,535	(\$47,690)	\$164,845	
11000 Operational	1000 Instruction	51100 Salaries Expense	0000 No Program	1611 Substitutes-Sick Leave	\$17,600	\$4,478	\$22,078	
11000 Operational	1000 Instruction	51100 Salaries Expense	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12	\$1,329,657	\$4,295	\$1,333,952	
11000 Operational	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12	\$2,650	\$17,267	\$19,917	
11000 Operational	1000 Instruction	51300 Additional Compensation	2000 Special Programs	1412 Teachers-Special Education	\$2,891	\$964	\$3,855	
11000 Operational	1000 Instruction	52312 Life	0000 No Program	0000 No Job Class	\$1,787	\$94	\$1,881	
11000 Operational	1000 Instruction	52315 Disability	0000 No Program	0000 No Job Class	\$1,749	\$1,702	\$3,451	
11000 Operational	1000 Instruction	53330 Professional Development	1010 Regular Education (K-12) Programs	0000 No Job Class		\$271	\$271	
11000 Operational	1000 Instruction	55819 Employee Travel - Teachers	1010 Regular Education (K-12) Programs	0000 No Job Class		\$1,077	\$1,077	
11000 Operational	1000 Instruction	56113 Software	1010 Regular Education (K-12) Programs	0000 No Job Class	\$1,191	\$16,722	\$17,913	
11000 Operational	1000 Instruction	57332 Supply Assets (\$5,000 or less)	1010 Regular Education (K-12) Programs	0000 No Job Class		\$820	\$820	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						\$0		

**Justification:**

Regular Maintenance

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: 520-000-1819-0007-M  
Fund Type: General Fund / Capital  
Outlay / Debt Service

Adjustment Type: Maintenance

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

<b>FLOWTHROUGH ONLY</b>	
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:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	1211 Coordinator/Su bject Matter Specialist	\$5,138	(\$2,300)	\$2,838	
11000 Operational	2100 Support Services-Students	52210 FICA Payments	0000 No Program	0000 No Job Class	\$15,791	(\$348)	\$15,443	
11000 Operational	2100 Support Services-Students	52314 Vision	0000 No Program	0000 No Job Class	\$298	(\$117)	\$181	
11000 Operational	2100 Support Services-Students	52500 Unemployment Compensation	0000 No Program	0000 No Job Class	\$843	(\$519)	\$324	
11000 Operational	2100 Support Services-Students	53218 Specialists - Contracted	2000 Special Programs	0000 No Job Class	\$47,000	(\$36,500)	\$10,500	
11000 Operational	2100 Support Services-Students	53414 Other Services	0000 No Program	0000 No Job Class	\$43,000	(\$1,620)	\$41,380	
11000 Operational	2100 Support Services-Students	55813 Employee Travel - Non- Teachers	0000 No Program	0000 No Job Class	\$1,000	(\$950)	\$50	
11000 Operational	2100 Support Services-Students	56113 Software	0000 No Program	0000 No Job Class	\$1,500	(\$1,500)		
11000 Operational	2300 Support Services-General Administration	52210 FICA Payments	0000 No Program	0000 No Job Class	\$5,890	(\$519)	\$5,371	
11000 Operational	2300 Support Services-General Administration	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$1,378	(\$121)	\$1,257	
11000 Operational	2300 Support Services-General Administration	52500 Unemployment Compensation	0000 No Program	0000 No Job Class	\$314	(\$234)	\$80	
11000 Operational	2300 Support Services-General Administration	55400 Advertising	0000 No Program	0000 No Job Class	\$1,000	(\$1,000)		
11000 Operational	2300 Support Services-General Administration	55812 Board Training	0000 No Program	0000 No Job Class	\$2,500	(\$2,500)		
11000 Operational	2300 Support Services-General Administration	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$10,000	(\$1,000)	\$9,000	
11000 Operational	2400 Support Services-School Administration	52210 FICA Payments	0000 No Program	0000 No Job Class	\$13,394	(\$178)	\$13,216	
11000 Operational	2400 Support Services-School Administration	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$3,134	(\$43)	\$3,091	
11000 Operational	2400 Support Services-School Administration	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$13,000	(\$2,550)	\$10,450	

11000 Operational	2400 Support Services-School Administration	52312 Life	0000 No Program	0000 No Job Class	\$350	(\$33)	\$317
11000 Operational	2400 Support Services-School Administration	52313 Dental	0000 No Program	0000 No Job Class	\$1,000	(\$178)	\$822
11000 Operational	2400 Support Services-School Administration	52314 Vision	0000 No Program	0000 No Job Class	\$261	(\$50)	\$211
11000 Operational	2400 Support Services-School Administration	52500 Unemployment Compensation	0000 No Program	0000 No Job Class	\$715	(\$323)	\$392
11000 Operational	2400 Support Services-School Administration	53330 Professional Development	0000 No Program	0000 No Job Class	\$1,100	(\$583)	\$517
11000 Operational	2400 Support Services-School Administration	55813 Employee Travel - Non- Teachers	0000 No Program	0000 No Job Class	\$2,200	(\$1,212)	\$988
11000 Operational	2400 Support Services-School Administration	56113 Software	0000 No Program	0000 No Job Class	\$2,000	(\$875)	\$1,125
11000 Operational	2500 Central Services	53711 Other Charges	0000 No Program	0000 No Job Class	\$1,200	(\$941)	\$259
11000 Operational	2500 Central Services	56113 Software	0000 No Program	0000 No Job Class	\$30,000	(\$15,200)	\$14,800
11000 Operational	2600 Operation & Maintenance of Plant	51100 Salaries Expense	0000 No Program	1615 Custodial	\$22,400	(\$2,000)	\$20,400
11000 Operational	2600 Operation & Maintenance of Plant	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$3,114	(\$278)	\$2,836
11000 Operational	2600 Operation & Maintenance of Plant	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$448	(\$40)	\$408
11000 Operational	2600 Operation & Maintenance of Plant	52210 FICA Payments	0000 No Program	0000 No Job Class	\$1,389	(\$124)	\$1,265
11000 Operational	2600 Operation & Maintenance of Plant	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$325	(\$29)	\$296
11000 Operational	2600 Operation & Maintenance of Plant	52500 Unemployment Compensation	0000 No Program	0000 No Job Class	\$74	(\$6)	\$68
11000 Operational	2600 Operation & Maintenance of Plant	52710 Workers Compensation Premium	0000 No Program	0000 No Job Class	\$18	(\$8)	\$10
11000 Operational	2600 Operation & Maintenance of Plant	53711 Other Charges	0000 No Program	0000 No Job Class	\$2,000	(\$2,000)	
11000 Operational	2600 Operation & Maintenance of Plant	54312 Maintenance & Repair - Buildings and Grounds	0000 No Program	0000 No Job Class	\$5,000	(\$3,317)	\$1,683
11000 Operational	2600 Operation & Maintenance of Plant	54411 Electricity	0000 No Program	0000 No Job Class	\$19,195	(\$4,195)	\$15,000
11000 Operational	2600 Operation & Maintenance of Plant	54610 Rental - Land and Buildings	0000 No Program	0000 No Job Class	\$241,976	(\$602)	\$241,374
11000 Operational	2600 Operation & Maintenance of Plant	54620 Rental - Equipment and Vehicles	0000 No Program	0000 No Job Class	\$12,000	(\$500)	\$11,500
11000 Operational	2600 Operation & Maintenance of Plant	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$60,000	(\$2,608)	\$57,392
11000 Operational	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$35,000	(\$14,618)	\$20,382
11000 Operational	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	1211 Coordinator/Su bject Matter Specialist	\$69,041	\$2,502	\$71,543
11000 Operational	2100 Support Services-Students	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$35,401	\$52	\$35,453
11000 Operational	2100 Support Services-Students	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$5,095	\$7	\$5,102

11000 Operational	2100 Support Services-Students	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$3,500	\$5,580	\$9,080
11000 Operational	2100 Support Services-Students	52313 Dental	0000 No Program	0000 No Job Class	\$350	\$678	\$1,028
11000 Operational	2100 Support Services-Students	52315 Disability	0000 No Program	0000 No Job Class	\$273	\$105	\$378
11000 Operational	2100 Support Services-Students	53330 Professional Development	0000 No Program	0000 No Job Class		\$217	\$217
11000 Operational	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$2,000	\$1,000	\$3,000
11000 Operational	2300 Support Services-General Administration	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$13,205	\$1	\$13,206
11000 Operational	2300 Support Services-General Administration	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$1,900	\$1	\$1,901
11000 Operational	2300 Support Services-General Administration	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$12,408	\$496	\$12,904
11000 Operational	2300 Support Services-General Administration	52313 Dental	0000 No Program	0000 No Job Class	\$684	\$1	\$685
11000 Operational	2300 Support Services-General Administration	52315 Disability	0000 No Program	0000 No Job Class	\$365	\$1	\$366
11000 Operational	2300 Support Services-General Administration	53411 Auditing	0000 No Program	0000 No Job Class	\$13,000	\$1,290	\$14,290
11000 Operational	2300 Support Services-General Administration	53413 Legal	0000 No Program	0000 No Job Class	\$7,500	\$3,248	\$10,748
11000 Operational	2300 Support Services-General Administration	55813 Employee Travel - Non- Teachers	0000 No Program	0000 No Job Class		\$572	\$572
11000 Operational	2400 Support Services-School Administration	51100 Salaries Expense	0000 No Program	1112 Principals	\$68,544	\$336	\$68,880
11000 Operational	2400 Support Services-School Administration	51100 Salaries Expense	0000 No Program	1217 Secretarial/Cleri- cal/Technical Assistants	\$70,975	\$5,389	\$76,364
11000 Operational	2400 Support Services-School Administration	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$30,028	\$710	\$30,738
11000 Operational	2400 Support Services-School Administration	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$4,321	\$102	\$4,423
11000 Operational	2400 Support Services-School Administration	52315 Disability	0000 No Program	0000 No Job Class	\$850	\$8	\$858
11000 Operational	2400 Support Services-School Administration	53711 Other Charges	0000 No Program	0000 No Job Class	\$2,000	\$1,574	\$3,574
11000 Operational	2400 Support Services-School Administration	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$12,652	\$12,652
11000 Operational	2500 Central Services	53414 Other Services	0000 No Program	0000 No Job Class	\$67,000	\$62,588	\$129,588
11000 Operational	2600 Operation & Maintenance of Plant	54412 Natural Gas (Buildings)	0000 No Program	0000 No Job Class	\$2,500	\$500	\$3,000
11000 Operational	2600 Operation & Maintenance of Plant	54415 Water/Sewage	0000 No Program	0000 No Job Class	\$3,000	\$278	\$3,278
11000 Operational	2600 Operation & Maintenance of Plant	54416 Communication Services	0000 No Program	0000 No Job Class	\$14,000	\$1,729	\$15,729
11000 Operational	2600 Operation & Maintenance of Plant	55200 Property/Liability Insurance	0000 No Program	0000 No Job Class	\$47,627	\$102	\$47,729

	Sub Total	\$0		
	Indirect Cost			
	DOC. TOTAL	\$0		

**Justification:**

Regular Maintenance

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: 520-000-1819-0008-IB  
 Fund Type: Flowthrough

Adjustment Type: Initial Budget

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

<b>FLOWTHROUGH ONLY</b>	Budget Period: 07/01/2018	To: 06/30/2019
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Revenue 24189.0000.44500 \$10,000

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24189 Student Supp Academic Achievement Title IV	2100 Support Services-Students	53711 Other Charges	0000 No Program	0000 No Job Class		\$300	\$300	
24189 Student Supp Academic Achievement Title IV	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$9,700	\$9,700	
					Sub Total	\$10,000		
					Indirect Cost			
					DOC. TOTAL	\$10,000		

**Justification:**

FY19 Allocation

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: 520-000-1819-0009-I  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Increase

Fiscal Year: 2018-2019  
 Adjustment Changes Intent/Scope of Program Yes or No?: No  
 Total Approved Budget (Flowthrough):

Entity Name: ASK Academy  
 Contact: Alyssa Lucero, Business Manager  
 Phone: 505-938-7709  
 Email: alyssa@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
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 \$256

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2100 Support Services-Students	52710 Workers Compensation Premium	0000 No Program	0000 No Job Class	\$55	\$50	\$105	
11000 Operational	2200 Support Services-Instruction	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$10,000	\$56	\$10,056	
11000 Operational	2300 Support Services-General Administration	52710 Workers Compensation Premium	0000 No Program	0000 No Job Class	\$10	\$50	\$60	
11000 Operational	2400 Support Services-School Administration	52710 Workers Compensation Premium	0000 No Program	0000 No Job Class	\$46	\$50	\$96	
11000 Operational	2500 Central Services	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$75	\$50	\$125	
Sub Total						\$256		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$256</b>		

**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.