

**Christine Duncan Heritage Academy  
 Financial Packet as of 07/31/2025  
 For August 20th Finance Committee/Governing Council  
 BARs**

<b>BAR#</b>	<b>Fund#</b>	<b>Fund Name</b>	<b>Amount</b>	<b>Reason</b>
001-118-2425-0040-T	31600	HB-33	\$ -	Adjust for expenditures in IDC Tax Collections
001-118-2425-0041-T	25205	Gear Up	\$ -	Adjust for PD function Change
001-118-2425-0043-I	25171	CYFD Dinner	\$ 28,898.97	Increase budget for cash received
001-118-2425-0044-I	21100	USDA State UFL	\$ 11,668.69	Increase budget for cash received
001-118-2425-0046-T	11000	Operational	\$ -	Adjust to account for capital expenditures
001-118-2526-0001-IB	24195	CLSD Literacy Support	\$ 85,384.00	New award for FY26
001-118-2526-0002-I	26107	REC/ Ed Fellows	\$ 352,000.00	MoU for FY26 8 Fellows
001-118-2526-0003-I	XXXXX	Residency Program	\$ 175,000.00	MoU for FY26 5 Residen

**Financial Analysis Overview**

<b>FY26 July 31st Cash Liquidity</b>		<b>FY25 Budget Vs Expenditures</b>	
July 31st Statement Ending Balance	\$ 858,049.32	FY26 Budget	\$ 13,087,958.48
Operational Cash Ending Balance	**	FY26 Expenditures and Encumbrances	\$ 11,741,632.41
Average Monthly Expenditures	\$ 512,478.00	Difference(\$)	\$ 1,346,326.07
Total Cash Liquidity	1.67	Difference (%)	11%
Operational Cash Liquidity	0.00		

\*\* Account still being reconciled

**Supplemental Reports**

FY25 Final Quarter 4 Cash Report

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: 001-118-2425-0040-T  
 Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Transfer

Fiscal Year: 2024-2025

Entity Name: Christine Duncan Heritage Academy

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

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	<b>Budget Period:</b> 2024-07-01	<b>To:</b> 2025-06-30
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31600 Capital Improvements HB-33	4000 Capital Outlay	54640 Rental - Lease To Purchase	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$560,000.00	(\$3,893.18)	\$556,106.82	
31600 Capital Improvements HB-33	2300 Support Services-General Administration	53712 County Tax Collection Costs	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class		\$3,893.18	\$3,893.18	
Sub Total							\$0.00		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0.00</b>		

**Justification:**

To match budget to expenditures for year end.

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: 5/21/2025

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.

**Approvals by Digital Signature**

<u>Name</u>	<u>Role</u>	<u>Date</u>
Marita Ortega	Business Manager	7/11/2025 1:39:52 PM
Jesus Moncada	Superintendent	7/11/2025 3:43:08 PM
Sarah Rivera-Benavidez	Budget Analyst	7/11/2025 4:16:56 PM
Sara Cordova	Budget Supervisor	7/13/2025 10:37:53 PM

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: 001-118-2425-0041-T  
Fund Type: Direct Grant  
Adjustment Type: Transfer

Fiscal Year: 2024-2025

Entity Name: Christine Duncan Heritage Academy

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

Contact: Marita Ortega

Total Approved Budget (Flowthrough):

Phone: 5058394971

Email: marita.ortega@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	<b>Budget Period:</b> 2024-07-01	<b>To:</b> 2025-06-30
	<b>A. Approved Carryover:</b>	
	<b>B. Total Current Year Allocation:</b>	
	<b>D. Total Funding Available:</b>	

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
25205 GEAR UP NM State Initiatives	1000 Instruction	55819 Employee Travel - Teachers	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$10,714.04	(\$871.82)	\$9,842.22	
25205 GEAR UP NM State Initiatives	2200 Support Services- Instruction	53330 Professional Development	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class		\$871.82	\$871.82	
Sub Total							\$0.00		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0.00</b>		

**Justification:**

Adjust budget to match expenditures for YTD.

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: 5/21/2025

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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Marita Ortega	Business Manager	7/11/2025 1:42:10 PM
Jesus Moncada	Superintendent	7/11/2025 3:43:31 PM
Sarah Rivera-Benavidez	Budget Analyst	7/11/2025 4:16:24 PM
Sara Cordova	Budget Supervisor	7/13/2025 10:38:33 PM

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: 001-118-2425-0043-I

Fund Type: Direct Grant

Adjustment Type: Increase

Fiscal Year: 2024-2025

Entity Name: Christine Duncan Heritage Academy

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

Contact: Marita Ortega

Total Approved Budget (Flowthrough):

Phone: 5058394971

Email: marita.ortega@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	<b>Budget Period:</b> 2024-07-01	<b>To:</b> 2025-06-30
<b>A. Approved Carryover:</b>		
<b>B. Total Current Year Allocation:</b>		
<b>D. Total Funding Available:</b>		

Revenue 25171.0000.44301 \$28,898.97

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
25171 Child & Adult Food Program	3100 Food Services Operations	55915 Other Contract Services	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$267,186.57	\$28,898.97	\$296,085.54	
Sub Total							\$28,898.97		
Indirect Cost									
<b>DOC. TOTAL</b>							\$28,898.97		

**Justification:**

Add Budget to match revenue YTD

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: 5/21/2025

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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Marita Ortega	Business Manager	7/11/2025 1:42:36 PM
Jesus Moncada	Superintendent	7/11/2025 3:44:31 PM
Sarah Rivera-Benavidez	Budget Analyst	7/14/2025 11:13:58 AM
Vince Vigil	Budget Supervisor	7/14/2025 12:59:18 PM

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: 001-118-2425-0044-I

Fund Type: Flowthrough

Adjustment Type: Increase

Fiscal Year: 2024-2025

Entity Name: Christine Duncan Heritage Academy

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

Contact: Marita Ortega

Total Approved Budget (Flowthrough):

Phone: 5058394971

Email: marita.ortega@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 07/01/2024	To: 06/30/2025
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 21100.0000.43203 \$11,668.69

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21100 Universal Free Lunch (State funded)	3100 Food Services Operations	55915 Other Contract Services	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$60,000.00	\$11,668.69	\$71,668.69	
Sub Total							\$11,668.69		
Indirect Cost									
<b>DOC. TOTAL</b>							\$11,668.69		

**Justification:**

Add budget to match Revenue YTD

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: 5/21/2025

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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Marita Ortega	Business Manager	7/11/2025 1:42:51 PM
Jesus Moncada	Superintendent	7/11/2025 3:44:44 PM
Clarissa Perea	Program Manager	7/14/2025 9:27:28 AM
Jim Lindsay	Fund Analyst	7/14/2025 10:21:40 AM
Grace Garcia	Fiscal Director	7/14/2025 10:37:20 AM

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: 001-118-2425-0046-T  
 Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Transfer

Fiscal Year: 2024-2025

Entity Name: Christine Duncan Heritage Academy

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

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 2024-07-01	To: 2025-06-30
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	56119 Supply Assets (\$5,000 or less).	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$278,509.19	(\$248,715.00)	\$29,794.19	
11000 Operational	2100 Support Services-Students	53211 Diagnosticians - Contracted	2000 Special Programs	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$75,693.23	(\$52,000.00)	\$23,693.23	
11000 Operational	4000 Capital Outlay	54500 Construction Services	0000 No Program	001118 Christine Duncan Heritage Academy	0000 No Job Class		\$300,715.00	\$300,715.00	
Sub Total							\$0.00		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0.00</b>		

**Justification:**

To adjust budget to account for capital expenditures funded by operational funds.

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: 5/21/2025

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.

<b>Approvals by Digital Signature</b>		
Name	Role	Date
Marita Ortega	Business Manager	7/11/2025 1:51:41 PM
Jesus Moncada	Superintendent	7/11/2025 3:45:08 PM
Sarah Rivera-Benavidez	Budget Analyst	7/11/2025 4:14:55 PM
Sara Cordova	Budget Supervisor	7/13/2025 10:38:56 PM

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: 001-118-2526-0001-IB  
Fund Type: Flowthrough  
Adjustment Type: Initial Budget

Fiscal Year: 2025-2026

Entity Name: Christine Duncan Heritage Academy

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

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 07/01/2025	To: 06/30/2026
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 24195.0000.44500 \$85,383.60

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24195 FY24 to FY29 CLSD CFDA 84.371 Compreh ensive Literacy Developm ent	1000 Instruction	56112 Other Instructional Materials	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	0000 No Job Class		\$85,383.60	\$85,383.60	
Sub Total							\$85,383.60		
Indirect Cost									
<b>DOC. TOTAL</b>							\$85,383.60		

**Justification:**

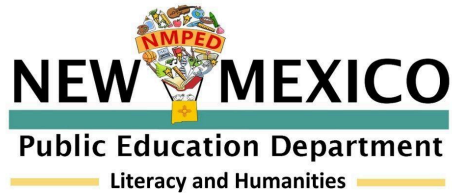
To adjust budget based on NMPED provided award letters.

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.



July 10, 2025

Dear Mr. Moncada,

Congratulations! Christine Duncan Heritage Academy has been selected to receive the NMPED Comprehensive Literacy State Development Mini Grant for the purchase of **Vista Higher Learning English Language Development** curriculum materials. We appreciate your application and commitment to this process.

**You have been awarded \$54,000 to purchase Vista Higher Learning English Language Development curriculum materials and professional development.** If you requested more materials than can be funded, you will need to adjust your request to fit within the grant funding limits. Your award amount **must include \$3000** for the standard implementation professional development from Vista Higher Learning. It must also include the **shipping charges** for the materials. **Professional development is required to ensure successful implementation of the materials.**

Christine Duncan Heritage Academy has been awarded more than one Mini Grant to include ELD materials, Heggerty PreK materials and Secondary Intervention materials. The total of all grants is **\$85383.60**. Please work with your business office to ensure this total amount is submitted once in OBMS.

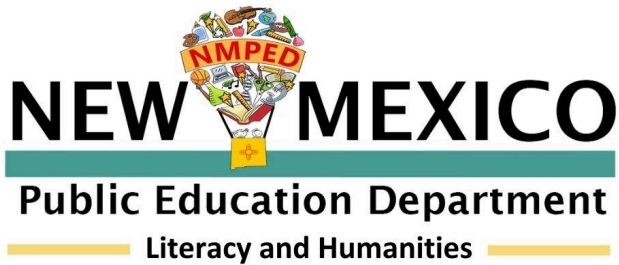
**Next steps:**

1. Reach out as soon as possible to **Jonathon Gregory of Vista Higher Learning** to receive a quote for your exact materials including PD and shipping cost. He can help you ensure that you are ordering the materials to fit the needs of your students.
2. You will be allotted **\$85383.60** in OBMS in fund **24195** in early July, 2025.
3. You will submit a BAR in OBMS to 24195 matching the allocation amount as soon as possible.
4. As soon as the budget is approved in OBMS, you will work with the vendor to purchase the materials.
5. You will then submit an RfR in OBMS by September 30, 2025.

We look forward to working with you over the next several months. The CLSD team at the NMPED is here to support you in this important process.

Vista Higher Learning contact: Jonathan Gregory/ [jgregory@vistahigherlearning.com](mailto:jgregory@vistahigherlearning.com)/ 303 249 2037

Sincerely,  
The CLSD Team



July 10, 2025

Dear Sayra Brambila,

Congratulations! Christine Duncan Heritage Academy has been selected to receive the NMPED Comprehensive Literacy State Development Mini Grant for the purchase of **Secondary Intervention Materials - Rewards and Step Up to Writing**.

**You have been allocated a total of \$46,800 to purchase intervention materials for 1 year and required professional development.** This award amount includes a subtotal of **\$40,000.00** for materials and **\$2,000.00** (10%) shipping. As this is an intervention program not intended for every student you may need to adjust your request to fit within the funding limits.

In addition, your award includes **\$4800 for required professional development**. This amount may not be used for materials. Please plan the following prior to September 30, 2025.

- Rewards: 1 day virtual
- Step Up to Writing: 1 day virtual
- Plus: 3 hours virtual

*All teachers who will be using the material must be trained for the best implementation possible.*

**Next Steps:**

Christine Duncan Heritage Academy has been awarded more than one Mini Grant to include ELD materials, Heggerty PreK materials and Secondary Intervention materials. The total of all grants is **\$85383.60**. Please work with your business office to ensure this total amount is submitted once in OBMS.

- You will be allotted **\$85383.60** in OBMS in fund **24195** in early July, 2025.
- You will submit a BAR in OBMS to 24195 matching the allocation amount **as soon as possible**.
- As soon as the BAR is approved in OBMS, you will work directly with the vendor to purchase the materials.
- You will then submit an RfR in OBMS by September 30, 2025. **All materials must be ordered and all PD completed prior to September 30, 2025.**

After 12:00pm, Wednesday, July 9, you may reach out to your contact person: Christine Williams, 214-932-9385, [Christine.Williams@voyagersopris.com](mailto:Christine.Williams@voyagersopris.com). We look forward to working with you over the next several months. The CLSD team at the NMPED is here to support you in this important process. Please reach out with any questions.

Sincerely,  
The CLSD Team

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: 001-118-2526-0002-1

Fund Type: Direct Grant

Adjustment Type: Increase

Fiscal Year: 2025-2026

Entity Name: Christine Duncan Heritage Academy

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

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@christineduncan.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 2025-07-01	To: 2026-06-30
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 26107.0000.41921 \$352,000.00

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26107 REC/District Fiscal Agent	1000 Instruction	51100 Salaries Expense	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1711 Instructional Assistants - Grades 1-12		\$288,000.00	\$288,000.00	8.00
26107 REC/District Fiscal Agent	1000 Instruction	52111 Educational Retirement	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1711 Instructional Assistants - Grades 1-12		\$52,272.00	\$52,272.00	
26107 REC/District Fiscal Agent	1000 Instruction	52112 ERA - Retiree Health	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1711 Instructional Assistants - Grades 1-12		\$5,760.00	\$5,760.00	
26107 REC/District Fiscal Agent	1000 Instruction	52210 FICA Payments	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1711 Instructional Assistants - Grades 1-12		\$5,968.00	\$5,968.00	
Sub Total							\$352,000.00		8.00
Indirect Cost									
<b>DOC. TOTAL</b>							\$352,000.00		

**Justification:**

To create budget based on MoU for Educator Fellows Program with the REC.

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.



PROVIDING EXCEPTIONAL SERVICES  
TO CHILDREN, FAMILIES, AND  
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2002 SUDDERTH DRIVE, RUIDOSO, NM 88345  
(575) 257-2368 - WWW.REC9NM.ORG

## MEMORANDUM OF UNDERSTANDING

### BETWEEN REGION 9 EDUCATION COOPERATIVE AND **Christine Duncan's Heritage Academy**

#### Memorandum # 26998000056

THIS FUNDING MEMORANDUM (Memorandum) is entered into by and between the Region 9 Education Cooperative (REC 9) and **Christine Duncan's Heritage Academy**, referred to individually as Agency and jointly as Agencies.

#### 1. PURPOSE

New Mexico Educator Fellows Program (NM-EFP).

The NM-EFP is designed to address New Mexico students' unmet learning needs by recruiting, training, and retaining educators. The program supports Local Educational Agencies (LEAs) by providing funding for salary and related costs for Educational Assistants (EAs) and structural support to incentivize educational attainment by EAs.

#### 2. COMPENSATION

A. REC 9 shall pay to the Christine Duncan's Heritage Academy monthly payments for authorized services satisfactorily performed and expenses incurred pursuant to "ADDENDUM A," such compensation not to exceed **three hundred fifty-two thousand dollars and zero cents (\$352,000.00)**, inclusive of gross receipts tax (GRT). Such compensation is a maximum and not a guarantee that the work assigned to be performed by Christine Duncan's Heritage Academy under this Memorandum shall equal the amount stated herein. There is no requirement imposed upon REC 9 pursuant to this Memorandum to purchase any quota of services hereunder.

B. Nothing contained in this Memorandum shall require REC 9 to pay for any unsatisfactory work, as determined by REC 9, or for work that is not in compliance with the terms of this Memorandum. In no event will the Christine Duncan's Heritage Academy be paid for services provided in excess of the total compensation amount without this Memorandum being amended in writing prior to those services in excess of the total compensation amount being provided. Christine Duncan's Heritage Academy is responsible for notifying REC 9 no less than 30 days prior to the services provided under this Memorandum reaching the total compensation amount.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
Northern New Mexico College  
Department of Teacher Education  
AND  
Christine Duncan Heritage Academy**

**PARTIES AND PURPOSE**

Northern New Mexico College - Department of Teacher Education (Program) and Christine Duncan Heritage Academy (LEA), together “the Partnership” are entering into this Memorandum of Understanding (MOU) to improve the preparation opportunities for aspiring teachers through the New Mexico Public Education Department (NMPED) Teacher Residency Initiative, as authorized by the State Legislature through House Bill 13 (HB 13) in 2022 and funded through HB 2 in 2023. The Program and LEA share the State’s goal of improving teaching and learning in the State’s schools through mutual collaboration between preparation programs and LEAs in the preparation of school-embedded residents.

**Purpose of the New Mexico Teacher Residency Program:** The NMPED is committed to building a teacher preparation ecosystem that achieves the following in every school across the state:

- o Elimination of staff turnover and shortages
- o Increased teacher diversity
- o Improved student outcomes during residents’ clinical practice placements
- o Elimination of educational inequities across the state, including the documented equity gaps that the Martinez/Yazzie Consolidated Lawsuit established as the state’s responsibility to remedy
- o Teachers who are fully certified and well prepared before being hired as teachers of record

**Purpose of the MOU.** The purpose of this MOU is to articulate shared goals for the residency and to specify shared and individual responsibilities of the Program and LEA to plan, implement, and continuously improve a collaborative teacher residency partnership that achieves the State’s goals for teacher residencies.

**THE PARTNERSHIP’S COLLABORATIVE GOALS**

Working together, the Partnership shall design, implement, and continuously improve a high-quality teacher residency. The Partnership’s collaborative goals include the following:

- Design and implement residencies that adhere to the principles of high-quality residency programs
- Create a shared Partnership space to bring the strengths and expertise of both the LEA and Program to the work of developing strong, effective novice teachers
- Recruit and prepare residents from diverse backgrounds to teach in certification areas that meet LEA hiring needs
- Pursue efforts to increase sustainability and affordability of the teacher residency
- Address the historic inequities that the Martinez/Yazzie decision has documented and called on the State to remedy

- Engage in shared continuous learning to improve the Partnership and residency outcomes

## **ROLES AND RESPONSIBILITIES**

### **SHARED RESPONSIBILITIES**

The Partnership recognize that strong residencies embrace collaboration, mutual benefit, and recognition of strengths across the Partnership. Accordingly, Program and LEA agree to work together to meet the following shared responsibilities:

1. The Partnership shall maintain an active residency advisory group consisting of Program and LEA leaders, and other constituents as appropriate.
2. The Partnership shall create a residency design that meets NMPED standards for quality. These standards include the following:
  - a. Residents work alongside a strong mentor teacher, as defined in statute and/or agreed to by local residency partnerships<sup>1</sup>
  - b. Residents are not teachers of record during their residency placements
  - c. Residency placements begin and end with the Program academic year
  - d. Residency placements offer predictable schedules, with co-teaching alongside an identified mentor teacher as a central activity.
  - e. Placements ensure residents work with their mentor teachers across the entirety of the LEA academic year.
3. The Partnership shall co-create a residency recruitment plan that seeks out local community members for immediate enrollment and explores ideas for longer-term development of a teacher workforce that reflects the multicultural landscape of students being served, including gender, race/ethnicity, Indigenous affiliation, language, and exceptionalities.
4. The Partnership shall integrate program curricular requirements, in particular coursework and assessments, into school and district initiatives and residency placement experiences.
5. The Partnership shall provide pre-service co-teaching training to residents and mentors at the start of the academic year. If local expertise in co-teaching training does not exist, the Partnership shall participate in NMPED-supported trainings.
6. The Partnership shall engage in a NMPED-supported workgroup focused on local efforts to increase residency affordability and sustainability.
7. The Partnership shall participate in a NMPED-supported Teacher Residency Community of Practice to share promising ideas and address emerging needs.
8. The Partnership will create mechanisms by which either the LEA or the Program has the right to deny entrance to the residency or placement in a school setting to any candidate who does not meet LEA or Program standards.
9. The Partnership shall ensure residents complete appropriate fingerprinting and background checks before being placed in classrooms and create appropriate procedures for addressing any cases where residents might not meet state or federal employment regulations.

10. The Partnership shall co-develop school selection criteria, mentor selection and development processes, and resident selection and match processes.
11. The Partnership will execute data sharing agreements as needed.

**In addition;**

12. NNMC pays Christine Duncan Heritage Academy the agreed upon mentorship stipend. All of which must go directly to the Resident through payroll. The LEA agrees that only state and federal taxes can be deducted from the \$35,000 stipend to be paid out to residency candidate (s).
13. LEA will invoice NNMC for each Residency Candidate half the stipend amount (\$17,500.00) per candidate in October and the 2<sup>nd</sup> amount (\$17,500) in March.
14. The LEA can pay additionally for work beyond that of the co-teaching arrangement and from which employee benefits could be deducted. As such, this funding for added work and benefits would be covered by the school's operational funds.

## **PROGRAM RESPONSIBILITIES**

The Program shall engage the following activities to ensure the Partnership's goals are achieved:

- 1) Appoint a residency director to coordinate efforts and ensure strong communications with LEAs across all Program residencies.
- 2) Review and revise as needed the structure, scope and sequence of Program course work and staffing to align with the intensive clinical experiences of the residency.
- 3) Ensure Program faculty and supervisors understand the goals of the Partnership and are able and willing to work collaboratively to achieve the goals.
- 4) Provide field supervisors who work collaboratively with both mentor teachers and residents to support candidates' growth and to facilitate integration of Program curriculum with the residency placement.
- 5) Work with NMPED through its Community of Practice and workgroup efforts to increase program affordability, strengthen data quality and processes, and inform future improvements to the New Mexico Teacher Residency Initiative.

## **LEA RESPONSIBILITIES**

The LEA shall engage the following activities to ensure the Partnership's goals are achieved:

- 1) Appoint a liaison to the Program's residency director to coordinate efforts and ensure strong communications with the Program
- 2) Ensure principals and mentors understand the goals of the Partnership and are able and willing to work collaboratively with Program representatives to achieve the goals
- 3) Ensure residents' placements and schedules meet the NMPED standards for residency quality, in particular safeguarding residents' co-teaching placement time with mentors
- 4) Work with NMPED through its Community of Practice and workgroup efforts to create sustainability plans for the residency, to strengthen data quality and processes, and to

- inform future improvements to the New Mexico Teacher Residency Initiative
- 5) Provide access to appropriate district resources, including but not limited to district technology, curriculum, documents, online resources, internet access, attendance processes, libraries, copier privileges, forms, and other information deemed necessary for successful program engagement and completion.
  - 6) Work with the Program to provide appropriate teacher resident placements that allow the teacher residents to meet all certification requirements
  - 7) Provide the resident and all staff involved in the residency with the planning and professional development time necessary to fully engage with the Partnership's residency program design.

Commit to making a good-faith effort to provide each teacher resident who has successfully completed the Program, received licensure, and received a supportive recommendation from the school site with a full-time employment offer.

## **FUNDING**

No funds are obligated under this MOU. Each Party shall bear the full costs it incurs in performing, managing and administering its responsibilities under this MOU. Activities carried out by each Party in support of this collaborative are to be funded by the respective parties. Nothing contained herein is intended to prohibit either party from seeking and awarding funding available under any other program.

## **WARRANTIES**

Neither NNMC nor LEA makes any express or implied warranty as to any matter arising under this Agreement.

## **RELEASE OF LIABILITY**

Parties agree that neither party shall be liable to the other for losses, damages (including attorney's fees, court costs, and consequential damages), detention, delay or failure to perform in whole or in part resulting from causes beyond its control, including but not limited to acts of God, acts or omissions, inability to obtain supplies or meet the requirements of this MOU. Each party agrees that it will be responsible for its own acts and the results thereof and shall not be responsible for the acts of the other party and the results thereof. Each party therefore agrees that it will assume all risk and liability to itself, its agents or employees for any injury to persons or property resulting in any manner from the conduct of its own operations and the operations of its agents or employees under this MOU, and for any loss, cost, or damage caused thereby during the performance of this MOU.

The parties understand and agree that this MOU does not confer any additional legal rights, duties or obligations on either party outside of those outlined in this MOU.

## **MOU ADMINISTRATION**

*Term and Termination.* This MOU will be in effect at the time of the signing until 2025. If a Party terminates the MOU prior to this date, the terminating party must serve written notice to the other party

at least 30 days prior to the termination. In the case of mutual consent of the Parties to this MOU, no notice is required.

**POINTS OF CONTACT**

*Program Point of Contact.* NNMC designates the following individual to serve as the Point of Contact for NNMC with regard to all matters under this MOU:

NNMC may change the individual designated as the Point of Contact for NNMC upon seven (7) days written notice to LEA of such change.

*LEA Point of Contact.* LEA designates the following individual to serve as the Point of Contact for LEA with regard to all matters under this MOU:

LEA may change the individual designated as the Point of Contact for LEA upon seven (7) days written notice to NNMC.

**GENERAL PROVISIONS**


Nothing in this MOU is intended to supersede current law or regulation. If a term of this MOU is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect. This MOU in no way restricts either Party from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals.

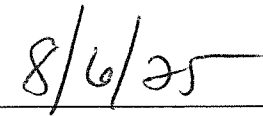
**SIGNATURES**

APPROVED and AGREED by:

\_\_\_\_\_  
Northern New Mexico College  
President Hector Balderas, JD, CFE

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Christine Duncan Heritage Academy  
Dr. Jesús Moncada, Principal

  
\_\_\_\_\_  
Date

FISCAL Year Begin:

2024

FINAL REPORTS

FISCAL Year End:

2025

District / Charter Name:

CHRISTINE DUNCAN HERITAGE ACADEMY

PED No.:

001-118

To search for District / Charter Name, Start Typing District / Charter Name in cell D4, Select Dropdown, then Select Correct School Name. If you cannot find your school name, clear cell D4, Select Dropdown, Scroll through selection, Select Correct School Name.

Naming Convention: CHRISTINE DUNCAN HERITAGE ACADEMY FY25 Final Reports 001-118

Upload documents to FTS folder: CHRISTINE DUNCAN HERITAGE ACADEMY -> FY25 -> Financial Reporting -> Q4-Final Reports

The following items need to be completed by the last business day of July 2025 to the School Budget Bureau.

Select the appropriate status for each item on the checklist

Final Cash Report, Actuals, and Bank Statements

Completed

Cash Report - signed pdf AND Excel version uploaded in FTS Q4-Final Reports folder

Naming Convention: CHRISTINE DUNCAN HERITAGE ACADEMY FY25 Q4\_M12 Cash Report 001-118

Completed

Supporting bank statements uploaded in FTS Q4-Final Reports folder

Naming Convention: #REF!

Completed

Actual revenue and expenditures uploaded and submitted in OBMS

OBMS 925F Certified and Uncertified Reports

Completed

Submitted in OBMS, Report signed and uploaded in FTS Q4-Final Reports folder

Naming Convention: CHRISTINE DUNCAN HERITAGE ACADEMY FY25 925F 001-118

Contact Information Certification

The information below reflects PED's internal contact details for the selected district or charter as of July 16, 2025. It's important to keep this information current so your district or charter continues to receive essential communications from PED. If any updates are needed, please fill out the Google Form.

<https://forms.gle/HDaG7XM1TftPxGNL6>

First Name	Last Name	Title	Phone1	Phone2	Phone3	Business Cell Phone	Email Address	NOTE
Jesus	Moncada	Principal	(505) 839-4971				jmoncada@christineduncan.org	PHONE NUMBER IS THE SAME AS THE MAIN LINE

Angela "Angie"	Lerner	Business Manager	(505) 459-1895				angie@k12accounting.com	
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Mailing Address and Main Contact					
Address Line	City	State	Zip Code	Main Phone	Main Fax
1900 Atrisco Dr., NW	Albuquerque	NM	87120	(505) 839-4971	(505) 831-9027

I hereby certify that I have reviewed the internal contact information for our district or charter as provided by the Public Education Department (PED).

[Signature]

The information is accurate and current, and no changes are necessary at this time.

KRH

Updates were required, and the Google Form provided by PED has been completed and submitted with the correct information.

**WE DO NOT ACCEPT TYPED SIGNATURES**

[Signature]

School Business Official Signature

7/31/2025

Date

[Signature]

Superintendent / Charter Representative Signature

7/31/2025

Date

### OBMS User Certification

This certifies that OBMS roles have been updated to reflect recent staffing changes, including both departures and new hires. The User Request form is on file with the district and/or charter and is available for review by an external auditor. Below is the list of local personnel with OBMS access to your entity as of July 16, 2025. You can run these reports in OBMS for more up-to-date information. The "OBMS User Maintenance Manual" found here guides you through running this report and updating users.

<https://web.ped.nm.gov/bureaus/finance-analysis/obms-forms/>

**WE DO NOT ACCEPT TYPED SIGNATURES**

[Signature]

School Business Official Signature

7/31/2025

Date

[Signature]

Superintendent / Charter Representative Signature

7/31/2025

Date

RoleName	Supervisor	UserName	UserPhone	UserActivated	RoleActivated	UserTitle	UserEmail
Superintendent	Supervisor: (none)	Jesus	505-270-4869	8/9/2006	8/9/2006	Charter	jmoncada@christineduncan.org

Entity Name: CHRISTINE DUNCAN COMMUNITY  
 PED No.: 001-118  
 Prior Year End: 6/30/2024

**PED Cash Report for 2024-2025 Fiscal Year**

Month/Quarter: M12/Q4  
 Report end date: 6/30/2025  
 Naming Convention: Christine Duncan FY25 M12/Q4 Cash Report 001-118

Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.			OPERATIONAL 11000	TEACHERAGE 12000	TRANSPORTATION 13000	INST. MATERIALS 14000	IMPACT AID OPERATIONAL 15100	LOCAL REVENUE OPERATIONAL 15200	FOOD SERVICES 21000	UNIVERSAL FREE LUNCH (STATE) 21100	ATHLETICS 22000
Line 1	Total Cash Balance 06/30/2024	+OR-	954,311.63	0.00	0.00	98.37	0.00	0.00	46,542.73	0.00	0.00
Line 2	Current Year Revenue to Date <i>(Per OBMS Actuals Revenue Report)</i>	+	7,856,040.45	0.00	0.00	0.00	0.00	0.00	440,586.87	71,668.69	0.00
Line 3	Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 4	<b>Total Resources to Date for Current Year 06/30/2025</b>	=	<b>8,810,352.08</b>	<b>0.00</b>	<b>0.00</b>	<b>98.37</b>	<b>0.00</b>	<b>0.00</b>	<b>487,129.60</b>	<b>71,668.69</b>	<b>0.00</b>
Line 5	Current Year Expenditures to Date <i>(Per OMBS Actuals Expenditure Report)</i>	-	(7,949,131.33)	0.00	0.00	0.00	0.00	0.00	(501,489.82)	(71,668.69)	0.00
Line 6	Permanent Cash Transfers/Reversions <i>*Provide Explanation on Last Page</i>	+OR-	(10,283.43)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 7	<b>Total Cash</b>	=	<b>850,937.32</b>	<b>0.00</b>	<b>0.00</b>	<b>98.37</b>	<b>0.00</b>	<b>0.00</b>	<b>(14,360.22)</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Reconciling Items</b>											
Line 8	Payroll Liabilities	+	613,835.99	0.00	0.00	0.00	0.00	0.00	2,788.20	0.00	0.00
Line 9	Adjustments <i>**Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 10	<b>Total Reconciled Cash Balance 06/30/2025</b>	=	<b>1,464,773.31</b>	<b>0.00</b>	<b>0.00</b>	<b>98.37</b>	<b>0.00</b>	<b>0.00</b>	<b>(11,572.02)</b>	<b>0.00</b>	<b>0.00</b>
Line 11	Total Outstanding Loans <i>***Provide Explanation on Last Page</i>	+OR-	(26,180.69)	0.00	0.00	0.00	0.00	0.00	11,572.02	0.00	0.00
Line 12	<b>Total Ending Cash 06/30/2025</b>	=	<b>1,438,592.62</b>	<b>0.00</b>	<b>0.00</b>	<b>98.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

			FEDERAL			STATE		LOCAL OR STATE	BOND BUILDING	TEACHERAGE BOND BUILDING	
			NON-INSTRUCT. 23000	FLOWTHROUGH 24000	DIRECT 25000	LOCAL GRANTS 26000	FLOWTHROUGH 27000				DIRECT 28000
Line 1	Total Cash Balance 06/30/2024	+OR-	20,309.68	(598,398.89)	62,240.21	(272,752.18)	(236,883.08)	(65,924.50)	29000	31100	31120
Line 2	Current Year Revenue to Date <i>(Per OBMS Actuals Revenue Report)</i>	+	62,625.12	917,798.78	351,789.59	596,928.43	806,694.81	289,866.98	0.00	0.00	0.00
Line 3	Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 4	<b>Total Resources to Date for Current Year 06/30/2025</b>	=	<b>82,934.80</b>	<b>319,399.89</b>	<b>414,029.80</b>	<b>324,176.25</b>	<b>569,811.73</b>	<b>223,942.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Line 5	Current Year Expenditures to Date <i>(Per OMBS Actuals Expenditure Report)</i>	-	(64,395.83)	(361,676.13)	(382,761.52)	(321,868.43)	(618,000.00)	(234,407.12)	0.00	0.00	0.00
Line 6	Permanent Cash Transfers/Reversions <i>*Provide Explanation on Last Page</i>	+OR-	0.00	599.26	3,596.19	6,087.98	0.00	0.00	0.00	0.00	0.00
Line 7	<b>Total Cash</b>	=	<b>18,538.97</b>	<b>(41,676.98)</b>	<b>34,864.47</b>	<b>8,395.80</b>	<b>(48,188.27)</b>	<b>(10,464.64)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Reconciling Items</b>											
Line 8	Payroll Liabilities	+	0.00	37,361.64	7,960.29	44,425.69	63,238.66	171.31	0.00	0.00	0.00
Line 9	Adjustments <i>**Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 10	<b>Total Reconciled Cash Balance 06/30/2025</b>	=	<b>18,538.97</b>	<b>(4,315.34)</b>	<b>42,824.76</b>	<b>52,821.49</b>	<b>15,050.39</b>	<b>(10,293.33)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Line 11	Total Outstanding Loans <i>***Provide Explanation on Last Page</i>	+OR-	0.00	4,315.34	0.00	0.00	0.00	10,293.33	0.00	0.00	0.00
Line 12	<b>Total Ending Cash 06/30/2025</b>	=	<b>18,538.97</b>	<b>0.00</b>	<b>42,824.76</b>	<b>52,821.49</b>	<b>15,050.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Entity Name: CHRISTINE DUNCAN COMMUNITY  
 PED No.: 001-118  
 Prior Year End: 6/30/2024

**PED Cash Report for 2024-2025 Fiscal Year**

Month/Quarter: M12/Q4  
 Report end date: 6/30/2025  
 Naming Convention: Christine Duncan FY25 M12/Q4 Cash Report 001-118

Line	Description	Change	PUBLIC SCHOOL CAPITAL OUTLAY 31200	SPECIAL CAPITAL OUTLAY			CAPITAL IMPROVEMENTS				ENERGY EFFICIENCY 31800	
				LOCAL 31300	STATE 31400	FEDERAL 31500	HB 33 31600	SB9 - STATE 31700	SB9 - LOCAL 31701	SB9 - STATE MATCH 31703		
Line 1	Total Cash Balance 06/30/2024	+OR-	0.00	0.00	0.00	0.00	0.00	609,077.76	0.00	212,775.40	51,213.35	0.00
Line 2	Current Year Revenue to Date <i>(Per OBMS Actuals Revenue Report)</i>	+	333,988.00	0.00	0.00	0.00	389,260.11	0.00	0.00	197,193.22	40,221.63	0.00
Line 3	Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 4	<b>Total Resources to Date for Current Year 06/30/2025</b>	=	<b>333,988.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>998,337.87</b>	<b>0.00</b>	<b>0.00</b>	<b>409,968.62</b>	<b>91,434.98</b>	<b>0.00</b>
Line 5	Current Year Expenditures to Date <i>(Per OMBS Actuals Expenditure Report)</i>	-	(333,988.00)	0.00	0.00	0.00	(981,253.76)	0.00	0.00	(397,676.74)	(12,675.30)	0.00
Line 6	Permanent Cash Transfers/Reversions <i>*Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 7	<b>Total Cash</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,084.11</b>	<b>0.00</b>	<b>0.00</b>	<b>12,291.88</b>	<b>78,759.68</b>	<b>0.00</b>
<b>Other Reconciling Items</b>												
Line 8	Payroll Liabilities	+	0.00	0.00	0.00	0.00	4.03	0.00	0.00	0.00	0.00	0.00
Line 9	Adjustments <i>**Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 10	<b>Total Reconciled Cash Balance 06/30/2025</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,088.14</b>	<b>0.00</b>	<b>0.00</b>	<b>12,291.88</b>	<b>78,759.68</b>	<b>0.00</b>
Line 11	Total Outstanding Loans <i>***Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 12	<b>Total Ending Cash 06/30/2025</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,088.14</b>	<b>0.00</b>	<b>0.00</b>	<b>12,291.88</b>	<b>78,759.68</b>	<b>0.00</b>

Line	Description	Change	ED. TECH EQUIP ACT 31900	PSCOC 20% 32100	DEBT SERVICE					ENTERPRISE 60000	GRAND TOTAL	
					GO BOND 41000	TEACHERAGE BOND 41200	ENERGY EFFICIENCY BOND 41800	DEFERRED SICK LEAVE 42000	ED TECH BOND 43000			
Line 1	Total Cash Balance 06/30/2024	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	782,610.48
Line 2	Current Year Revenue to Date <i>(Per OBMS Actuals Revenue Report)</i>	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,354,662.68
Line 3	Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 4	<b>Total Resources to Date for Current Year 06/30/2025</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,137,273.16</b>
Line 5	Current Year Expenditures to Date <i>(Per OMBS Actuals Expenditure Report)</i>	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(12,230,992.67)
Line 6	Permanent Cash Transfers/Reversions <i>*Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 7	<b>Total Cash</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>906,280.49</b>
<b>Other Reconciling Items</b>												
Line 8	Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	769,785.81
Line 9	Adjustments <i>**Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 10	<b>Total Reconciled Cash Balance 06/30/2025</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,676,066.30</b>
Line 11	Total Outstanding Loans <i>***Provide Explanation on Last Page</i>	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line 12	<b>Total Ending Cash 06/30/2025</b>	=	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,676,066.30</b>



Entity Name: CHRISTINE DUNCAN COMMUNITY  
 PED No.: 001-118  
 Prior Year End: 6/30/2024

**PED Cash Report for 2024-2025 Fiscal Year**

Month/Quarter: M12/Q4  
 Report end date: 6/30/2025  
 Naming Convention: Christine Duncan FY25 M12/Q4 Cash Report 001-118

**\*\* OTHER RECONCILING ITEMS - ADJUSTMENTS (LINE 9)**

Please identify all reconciling adjustments per general ledger. This includes expenditures that have not been liquidated and revenue that has not yet been received. Please provide an explicit explanation (Note: To start a new line of text press Alt+Enter to insert a line break).


FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation
11000	0.00		23000	0.00		31200	0.00		31900	0.00	
12000	0.00		24000	0.00		31300	0.00		32100	0.00	
13000	0.00		25000	0.00		31400	0.00		41000	0.00	
14000	0.00		26000	0.00		31500	0.00		41200	0.00	
15100	0.00		27000	0.00		31600	0.00		41800	0.00	
15200	0.00		28000	0.00		31700	0.00		42000	0.00	
21000	0.00		29000	0.00		31701	0.00		43000	0.00	
21100	0.00		31100	0.00		31703	0.00		60000	0.00	
22000	0.00		31120	0.00		31800	0.00		<b>Total</b>	<b>0.00</b>	

**\*\*\* TOTAL OUTSTANDING LOANS (LINE 11)**

Please identify all outstanding loans per general ledger. Be descriptive in the Explicit Explanation column and provide a breakdown of funds that were temporarily loaned from Operational. (Note: To start a new line of text press Alt+Enter to insert a line break).

FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation	FUND	AMOUNT	Explicit Explanation
11000	(26,180.69)	Loans to reimbursement funds	23000	0.00		31200	0.00		31900	0.00	
12000	0.00		24000	4,315.34	Awaiting RFRs	31300	0.00		32100	0.00	
13000	0.00		25000	0.00		31400	0.00		41000	0.00	
14000	0.00		26000	0.00		31500	0.00		41200	0.00	
15100	0.00		27000	0.00		31600	0.00		41800	0.00	
15200	0.00		28000	10,293.33	Awaiting RFRs	31700	0.00		42000	0.00	
21000	11,572.02	Awaiting USDA Claims	29000	0.00		31701	0.00		43000	0.00	
21100	0.00		31100	0.00		31703	0.00		60000	0.00	
22000	0.00		31120	0.00		31800	0.00		<b>Total</b>	<b>0.00</b>	

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.

  
 Signature of Licensed School Business Official

7/31/2025  
 Date