



Digital Arts & Technology Academy (DATA) Agenda

**Regular Governing Council Meeting  
May 29, 2019 – 10:15 a.m.**

1011 Lambertson Place, NE ◇ Albuquerque, NM 87107

**I. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call: Al Sanchez, Esther Marquez, Debra Dee, Omar Durant, Amy Roble
- C. Adoption of Agenda
- D. Approval of Minutes –April 24, 2019, Special Meeting

**I. PUBLIC FORUM**

**II. ACTION / DISCUSSION ITEMS**

- A. Principal's Report Ms. Myhre / Mr. MacDonald
  - School Update
- B. Monthly Report Dr. Hunemuller
  - Board Self-Evaluation
  - Annual Public Meeting Notice Resolution
- C. Financial Report Mr. Vigil / Ms. Quintana
  - Regular Financial Overview & BAR's
  - Requests for Reimbursement (RFR's)
  - End of Year Items Needing Approval

**III. NEW BUSINESS**

**IV. NEXT MEETING DATE**

- A. Discuss whether June meeting is needed

**V. EXECUTIVE SESSION**

- A. To discuss the following, as permitted by the Open Meetings Act: limited personnel matters regarding C.E.O.'s regular, annual evaluation and legal counsel on other limited personnel matters [section 10-15-1(H)(2,7)].

**VI. ADJOURNMENT**



# PUBLIC MEETING NOTICE RESOLUTION

## *Digital Arts & Technology Academy Governing Council*

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business of the for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs, shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(d) of the Open Meetings Act requires the annual determination of what constitutes reasonable notice of its public meetings;

NOW, THEREFORE BE IT RESOLVED, by the Governing Council of Digital Arts & Technology Academy that:

1. Regular Meetings, unless otherwise specified, will be held monthly, with the exception of January, July and August. Occasionally, adjustments are made based on whether meetings are needed or not in any given month. Notice of all regular meetings will be given at least ten (10) days in advance of the meeting date and advertised in the Albuquerque Journal Legal Ads section. The notice shall indicate how a copy of the agenda may be obtained and the agenda will be available to the public at least seventy-two hours prior to the meeting.

For the purpose of regular meetings, notice requirements are met if notice of the date, time, place and agenda is placed in newspapers or general circulation in the state and posted in the administrative offices at 1011 Lambertson NE, Albuquerque, NM. Copies of the written notice will also be emailed, faxed or mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for the notice of public meetings.

2. Special Meetings may be called by the President or a majority of the members upon three (3) days notice. Notice of all special meetings will be given three (3) days in advance of the meeting date and advertised in the Albuquerque Journal Legal Ads section. The notice shall indicate how a copy of the agenda may be obtained and the agenda will be available to the public at least seventy-two hours prior to the meeting.

For the purposes of special meetings, notice requirements are met if notice of the date, time, place and agenda is posted in the administrative offices at 1011 Lambertson NE, Albuquerque, NM. Telephone notice shall be given or copies of the written notice will be emailed, faxed or mailed to newspapers of general circulation that have made a written request of notice of public meetings.

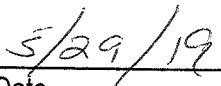
3. Emergency Meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property or citizens or to protect the public body from substantial financial loss. They may be called by the President or a majority of the members upon twenty-four (24) hour notice,

unless threat of personal injury or property damage requires less. The notice for all emergency meetings will be posted near the front entrance to the school, located at 1011 Lambertson NE, Albuquerque; and it will include an agenda for the meeting or information on how the public may obtain a copy of the agenda.

7. In addition to the information specified above, all notices shall include language similar to the following for anyone with a disability who may want to attend: If you need accommodations for the meeting, please contact the school at 505-341-0888 x247.
8. The Governing Council of DATA may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
  - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of the quorum taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to adjourn into closed session, and roll call of the vote will be taken so the vote of each individual member on the motion to adjourn into closed session shall be recorded in the minutes. Only those topics specified in the motion may be discussed in the closed meeting.
  - (b) If a closed meeting is conducted when the DATA Governing Council is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the topics to be discussed with reasonable specificity, is given to the members and to the general public.
  - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
  - (d) Except as provided in Section 10-15-1(H) of the Open Meeting Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the DATA Governing Council in an open public meeting.

Passed by the Governing Council of  
**Digital Arts & Technology Academy (DATA)**  
At their scheduled meeting on May 29, 2019

  
\_\_\_\_\_  
Al Sanchez, Governing Council President

  
\_\_\_\_\_  
Date

DIGITAL ARTS AND TECHNOLOGY ACADEMY  
CASH BALANCE SUMMARY

3/31/2019      4/30/2019

11000 - OPERATING FUND - STATE EQUALIZATION GRANT (SEG)	\$ 655,559.43	\$ 655,997.39
14000 - INSTRUCTIONAL MATERIALS	\$ 7,322.09	\$ 7,322.09
24101 - TITLE 1	\$ (13,992.02)	\$ (14,078.92)
24106 - IDEA-B	\$ (33,271.32)	\$ (33,271.32)
24154 - TEACHER/PRINCIPAL TRAINING & RECRUITING	\$ (3,698.03)	\$ (6,843.39)
24174 - PERKINS GRANT	\$ (2,449.87)	\$ (11,726.91)
26207 - CNM CLASSROOM ENHANCEMENT	\$ -	\$ -
27103 - DUAL CREDIT TEXTBOOK REIMBURSEMENT	\$ -	\$ -
27107 - GOB Library	\$ -	\$ -
29102- THEATRICAL GRANT	\$ 2,056.91	\$ 2,056.91
31200 - PUBLIC SCHOOL FACILITY	\$ (24,388.61)	\$ (44,829.78)
31400 - CAPITAL GRANT	\$ -	\$ -
31600 - HB 33	\$ 31,843.05	\$ 32,644.40
31701 - SB-9	\$ 226,246.27	\$ 223,217.01
<b>TOTAL CASH</b>	<b>\$ 845,227.90</b>	<b>\$ 810,487.48</b>

**REVISIONS**

14000-0000-43207-0000-001063-0000-000000	Instructional Materials	\$	436.33	
14000-1000-56111-1010-001063-0000-000000	Textbooks	\$		436.33

REVISED MEMO FROM IM  
ON 4/23/2019

24154-1000-53330-0000-001063-0000-000000	Instruction-Professional Development	\$		1,922.00
24154-2400-53330-0000-001063-0000-000000	School Admin-Professional Developme	\$	1,922.00	

PRESENTED AS A  
M-BAR. SHOULD BE  
A TRANSFER BAR

**BARS - MAINTENANCE**

11000-1000-53414-1010-001063-0000-000000	Other Professional/Technical Svcs	\$	2,000.00	
11000-1000-57332-1010-001063-0000-000000	Supply Assets (\$5,000 or Less)	\$	1,000.00	
11000-1000-56113-1010-001063-0000-000000	Software	\$		3,000.00

**BARS - TRANSFER**

11000-2100-53218-2000-001063-0000-000000	Social Worker	\$	5,000.00	
11000-2300-55400-0000-001063-0000-000000	Advertising	\$	5,000.00	
11000-2400-53711-0000-001063-0000-000000	Other Charges	\$	1,000.00	
11000-2400-57332-0000-001063-0000-000000	Supply Assets (\$5,000 or Less)	\$	500.00	
11000-2600-52111-0000-001063-0000-000000	ERB	\$	2,500.00	
11000-2600-52112-0000-001063-0000-000000	RHC	\$	250.00	
11000-2600-54610-0000-001063-0000-000000	Renting Land & Buildings	\$	19,100.00	
11000-1000-56113-1010-001063-0000-000000	Software	\$		33,350.00

**RfR**

24106-0000-41924-0000-001063-0000-000000	IDEA-B	\$	30,496.28	
24101-0000-41924-0000-001063-0000-000000	Title I	\$	8,800.94	
24154-0000-41924-0000-001063-0000-000000	Title II	\$	9,553.51	
24174-0000-41924-0000-001063-0000-000000	PERKINS	\$	24,394.57	

Bank Name: New Mexico Bank & Trust, Description: Operating Account Filtered By: Date

Type	Number	Date	Cleared	Description	Deposit	Withdrawal
Withdrawal	9663	4/1/2019		City of Albuquerque-Community		\$ 120.00 Volleyball rental
Withdrawal	9664	4/3/2019		APS -Transportation Mechanica		\$ 88.00
Withdrawal	9665	4/3/2019		NM Retiree Health Care Authori		\$ 5,058.48
Withdrawal	9666	4/4/2019	R	Philip Clevenger		\$ -
Withdrawal	9667	4/4/2019		Philip Clevenger		\$ 204.00 Travel Advance
Withdrawal	9668	4/5/2019		ABCWUA		\$ 967.47
Withdrawal	9669	4/5/2019		Albuquerque Florist, Inc.		\$ 84.95 EH
Withdrawal	9670	4/5/2019		Albuquerque Public Schools		\$ 22,595.19
Withdrawal	9671	4/5/2019		ALBUQUERQUE The Magazine		\$ 1,726.00
Withdrawal	9672	4/5/2019		Charter School Nursing Service		\$ 528.59
Withdrawal	9673	4/5/2019		Clearly Clean Janitorial Servi		\$ 2,842.95
Withdrawal	9674	4/5/2019		Comcast Cable Communications M		\$ 371.11
Withdrawal	9675	4/5/2019		Cooperative Educational Servic		\$ 3,694.01 Ancillary Svcs
Withdrawal	9676	4/5/2019		Culligan Bottled Water of Albu		\$ 34.05
Withdrawal	9677	4/5/2019		Digital Arts and Technology Ac		\$ 11.39
Withdrawal	9678	4/5/2019		Ephesus Office Technologies, I		\$ 445.80 Printer Maintenance
Withdrawal	9679	4/5/2019		Ephesus, Inc.		\$ 689.26 Copier Lease
Withdrawal	9680	4/5/2019		Flinn Scientific, Inc.		\$ 301.31 Science Supplies
Withdrawal	9681	4/5/2019		ItsQuest, Inc.		\$ 876.66 Subs
Withdrawal	9682	4/5/2019		Judith S. Beatty, Inc.		\$ 374.94
Withdrawal	9683	4/5/2019		Lynette Quintana		\$ 569.78 See Attached
Withdrawal	9684	4/5/2019		Moss-Adams LLP		\$ 1,240.56
Withdrawal	9685	4/5/2019		SG Consulting, LLC		\$ 539.38
Withdrawal	9686	4/5/2019		The Vigil Group LLC		\$ 3,973.75
Withdrawal	9687	4/5/2019		Kimo Theater		\$ 450.00
Withdrawal	9688	4/12/2019		Albuquerque Publishing Company		\$ 23.70
Withdrawal	9689	4/12/2019		B & H Photo-Video, Inc.		\$ 9,277.04 PERKINS
Withdrawal	9690	4/12/2019		Bob's Painting, Inc.		\$ 1,251.35 Front Entrance
Withdrawal	9691	4/12/2019		CamNet, Inc.		\$ 2,451.48 Network
Withdrawal	9692	4/12/2019		Comcast Cable Communications M		\$ 208.50
Withdrawal	9693	4/12/2019		Giles, Dora		\$ 485.44 Night Custodian
Withdrawal	9694	4/12/2019		ItsQuest, Inc.		\$ 200.31 Subs
Withdrawal	9695	4/12/2019		Kelly Services, Inc.		\$ 264.60 Subs
Withdrawal	9696	4/12/2019		New Mexico Association of Scho		\$ 450.00 Spring Budget
Withdrawal	9697	4/12/2019		New Mexico Gas Company		\$ 588.39
Withdrawal	9698	4/12/2019		Public Service Company of New		\$ 5,216.18
Withdrawal	9699	4/16/2019		Simply One Stop, Inc.		\$ 469.00 T-Shirts
Withdrawal	9700	4/23/2019		Sandia Office Supply		\$ 227.24 Paper Towels
Withdrawal	9701	4/26/2019		Accountability and Compliance		\$ 155.25
Withdrawal	9702	4/26/2019		CamNet, Inc.		\$ 1,801.49 Network
Withdrawal	9703	4/26/2019		Codi Battershell		\$ 93.50
Withdrawal	9704	4/26/2019		Comcast Cable Communications M		\$ 370.14
Withdrawal	9705	4/26/2019		Cuddy & McCarthy LLP		\$ 778.86
Withdrawal	9706	4/26/2019		Donner Plumbing & Heating, Inc		\$ 112.19
Withdrawal	9707	4/26/2019		Ephesus Office Technologies, I		\$ 445.80 Printer Maintenance
Withdrawal	9708	4/26/2019		Giles, Dora		\$ 431.50 Night Custodian
Withdrawal	9709	4/26/2019		Herrera Coaches, Inc.		\$ 246.67 Field Trip
Withdrawal	9710	4/26/2019		ItsQuest, Inc.		\$ 1,057.36 Subs
Withdrawal	9711	4/26/2019		Leeco Grounds Management		\$ 733.55
Withdrawal	9712	4/26/2019		Pitney Bowes Postage by Phone		\$ 150.00
Withdrawal	9713	4/26/2019		Professional Locksmith Service		\$ 585.00
Withdrawal	9714	4/26/2019		Verdugo, Robin		\$ 273.87 Travel Reimbursement
Withdrawal	9715	4/26/2019		Zoncki, Steven		\$ 183.19 Travel Reimbursement
Withdrawal	9716	4/30/2019		Allstate Benefits		\$ 122.70
Withdrawal	9717	4/30/2019		Employee Deposit Account, c/o		\$ 300.00
Withdrawal	9718	4/30/2019		Globe Life & Accident Insuranc		\$ 184.34
Withdrawal	9719	4/30/2019		ItsQuest, Inc.		\$ 1,140.73 Subs
Withdrawal	9720	4/30/2019		Rio Metro		\$ 473.00 Field Trip
Withdrawal	9721	4/30/2019		Simply One Stop, Inc.		\$ 430.00 T-Shirts
Withdrawal	9722	4/30/2019		WageWorks		\$ 691.64
Deposit	CR190449	4/1/2019		Summer School	\$ 375.00	

Bank Name: New Mexico Bank &amp; Trust, Description: Operating Account Filtered By: Date

Type	Number	Date	Cleared	Description	Deposit	Withdrawal
Deposit	CR190450	4/3/2019		Summer School	\$ 750.00	
Deposit	CR190451	4/5/2019		Summer School	\$ 450.00	
Deposit	CR190452	4/9/2019		Summer School	\$ 300.00	
Deposit	CR190453	4/11/2019		Summer School	\$ 180.00	
Deposit	CR190454	4/11/2019		April SEG Allocation	\$ 208,376.42	
Deposit	CR190455	4/24/2019		Summer School	\$ 180.00	
Deposit	CR190456	4/24/2019		Sandoval County March HB33 & S	\$ 72.82	
Deposit	CR190457	4/29/2019		Summer School	\$ 300.00	
Deposit	CR190462	4/22/2019		Bernalillo County March HB33 &	\$ 4,333.49	

Cycle: FY2019; Voucher: AP190388; Vendor: Lynette Quintana; Warrant Status: Non-Void

Voucher Num	Amount	Invoice	Payment Vendor	PO Number	Invoice Date	Invoice Description	Warrant Num	Account Code	Amount	Use Tax
AP190388	\$ 569.78	20044735	Lynette Quintana	DATA190368	02/19/2019	Bruce Seaton-Art Supplies	9683	11000-1000-56118-1010-001063-0000-000000	\$ 23.25	\$ -
AP190388	\$ 569.78	20989	Lynette Quintana	DATA191031	02/28/2019	Gena Lawson-Film & Editing Class	9683	11000-1000-56118-1010-001063-0000-000000	\$ 30.29	\$ -
AP190388	\$ 569.78	63659	Lynette Quintana	DATA191027	02/22/2019	Robin Verdugo-Tie Dye supplies	9683	11000-1000-56118-1010-001063-0000-000000	\$ 251.84	\$ -
AP190388	\$ 569.78	63707	Lynette Quintana	DATA191043	03/06/2019	Robin Verdugo-Tie Dye Chemicals	9683	11000-1000-56118-1010-001063-0000-000000	\$ 46.20	\$ -
AP190388	\$ 569.78	Approval Code 282232	Lynette Quintana	DATA191037	02/28/2019	Open House	9683	11000-2400-53711-0000-001063-0000-000000	\$ 118.17	\$ -
AP190388	\$ 569.78	Auth: 175755	Lynette Quintana	DATA191033	02/26/2019	Lunch Mtg. w/Excellent Schools NM	9683	11000-2400-53711-0000-001063-0000-000000	\$ 79.05	\$ -
AP190388	\$ 569.78	10073	Lynette Quintana	DATA191039	03/01/2019	Rope for North parking lot	9683	11000-2600-56118-0000-001063-0000-000000	\$ 20.98	\$ -





