

**MINUTES OF THE**  
**GOVERNING BOARD**  
**DIGITAL ARTS & TECHNOLOGY ACADEMY**

**December 14, 2022**

**I. CALL TO ORDER**

A regular meeting of the DATA Governing Board was called to order on this date at 11:08 a.m.

**A. Roll Call: quorum present**

**Board Members Present:**

Ms. Jennifer McDonald, Chair  
Ms. Debra Dee  
Mr. Omar Durant  
Ms. Deborah Martinez

**Board Members Excused:**

Ms. Christine Baca-Eisenberg

**Staff/Faculty Present:**

Ms. Lisa Myhre, Director  
Ms. Kris Quisenberry, Human Resources Coordinator  
Ms. Lynette Quintana, Assistant Business Manager

**Others Present:**

Mr. Michael Vigil, The Vigil Group  
Mr. Joe Garcia, The Vigil Group

**B. Adoption of Agenda**

**Ms. Dee moved approval of the agenda, as published. Mr. Durant seconded the motion, which passed unanimously.**

➤ **Declaration of Conflicts**

None declared.

➤ **Materials Read Prior to Meeting**

**Board members affirmed that they had read the materials provided for this meeting.**

**C. Approval of Minutes: November 2, 2022 – Regular Meeting**

**Mr. Durant moved approval of the November 2, 2022, meeting minutes. Ms. Dee seconded the motion, which passed unanimously.**

**D. Introduction of New Board Member**

Board members welcomed new member Deborah Martinez.

Ms. Martinez said she has worked for the Los Alamos National Laboratory for the last 23 years, and prior to that was director of the Boys and Girls Club at Pueblo of Pojoaque. She is very excited to be a part of DATA. Her son is in his second year at DATA, and is now in the eighth grade.

**II. PUBLIC FORUM**

None.

**III. ACTION/DISCUSSION ITEMS**

**A. Division Heads Report: Jeanette Perez/Adam Dodge**

➤ **APS Site Visit**

Ms. Perez said DATA had its Special Education site-specific visit last week, which Joy Martinez would discuss later in today's agenda. The team has done an amazing job turning the program around, and received high marks for the specificity of detail with which they are recording, reporting and making sure that all of the boxes are checked.

➤ **Focus for Next Semester**

Ms. Perez said the plan is to continue with their focus on academic rigor. They are still working with TNTP to use the observation tools in order to ensure teachers are providing grade-level rigorous instruction to the students.

Ms. Perez said more intervention days were added to the calendar after receiving feedback from teachers who indicated they needed more time. The hope is that students don't see this as a punishment but a time for anyone who needs help to get one-on-one support

Ms. Perez said the calendar was also adjusted to alternate between club days and advisory time. Club time is once a week, and there is extended advisory time on the other day.

Mr. Dodge said one tool they want to expand on in the second semester is the Panorama feature, a great resource that will also support the advisory program with the social-emotional learning component. Through this resource, teachers and administration are able to quickly check in on a student, e.g., where are they at in terms of academic ability, testing data, etc.

**B. Monthly Report: Lisa Myhre/Joy Martinez**

➤ **Consortium Update (TNTP)**

Ms. Myhre said PED and other agencies have contracted with The New Teacher Project (TNTP), which is looking at whether schools are providing grade level instruction to their students and how and where interventions should occur to help them. The New Mexico Instructional Scope used to be the standards and benchmarks, but is now much more robust. It provides anchor standards and the most important things in core subject areas, and how to approach those with a culturally and linguistically relative lens; and it has strategies and resources around that. The MLSS (Multi-Layered System of Supports) provides a holistic intervention framework.

Ms. Myhre said there was a walk-through in October conducted by TNTP coach Shevonne Elliott with some of the ELA and Math classes. None of the assignments that were being done were on grade level, however, which is a reality and why DATA is looking at ways to effectively address this.

Ms. Myhre also noted that DATA counselors Cindy Chavez and Kristin Reeder, as well as DATA social worker Laura Martinez, are in the process of developing a peer-to-peer counseling group – thanks to a grant that Ms. Chavez applied for and received. DATA has representation from grades 7 through 12, and students that have gone through training then become peer supports themselves. DATA is anxious to see how this will develop.

➤ **CAP Update**

[Tabled pending the arrival of Ms. Martinez.]

**C. Financial Report: Michael Vigil/Lynette Quintana**

Mr. Vigil reported that the state continues to be way behind on RFRs. At the November meeting, he reported that PED had not processed any RFRs for any school district or charter in the state for the fiscal year. PED has done some restructuring and appointed Antonio Ortiz as the new Finance and Operations Director, and money is slowly starting to flow again. DATA is still awaiting more than \$200,000 in reimbursements, but fortunately has strong cash balances that allow it to continue operating. This is not the case for some of the smaller schools.

➤ **Financial Summary**

Mr. Vigil reviewed September and October cash balance summaries along with bank reconciliation reports, bank statements, disbursements, voucher reports, BARs and RFRs.

➤ **Budget Adjustment Requests (BARs), Requests for Reimbursement (RFRs) & Disbursements**

Mr. Vigil reviewed BARs and RFRs.

**Mr. Durant moved to approve the BARs and RFRs. Ms. Dee seconded the motion, which passed unanimously.**

**Mr. Durant moved approval of the Disbursements. Ms. Dee seconded the motion, which passed unanimously.**

[Monthly Report was continued at this point with the arrival of Joy Martinez.]

**B. Monthly Report: Lisa Myhre/Joy Martinez**

➤ **CAP Update**

Ms. Martinez said the Special Education Department was put into a Corrective Action Plan last year. Since the beginning of last year, they have made tremendous growth; and the process is almost complete. Using a slide presentation, she reviewed the areas of growth and what steps were taken to address them.

Ms. Martinez said she was not sure how much longer DATA would be in the CAP; but she noted that they pulled three random IEPs during the last site visit, and DATA passed the compliance check with flying colors. She said she was very proud of this program.

**IV. NEW BUSINESS**

Mr. Durant suggested revisiting the Bylaws and finalizing them.

Following discussion, it was agreed that board members would be emailed the Bylaws for review. The Bylaws would also be placed on future agendas until updates were completed.

**V. NEXT MEETING DATE**

**A. February 8, 2023**

**VI. EXECUTIVE SESSION**

None.

**VII. ADJOURNMENT: 12:30 p.m.**

*Minutes unanimously approved at the February 8, 2023, meeting.*