

MINUTES OF THE
DIGITAL ARTS AND TECHNOLOGY ACADEMY GOVERNING BOARD
REGULAR MEETING

April 23, 2024

I. CALL TO ORDER

A regular meeting of the DATA Governing Board was called to order on this date at 11:00 a.m. at the DATA Auditorium, 1011 Lambertson Place, NE, Albuquerque, New Mexico.

A. Roll Call: quorum present

Board Members Present:

Ms. Jennifer McDonald, Chair
Ms. Deborah Martinez, Vice President
Mr. Omar Durant, Secretary
Ms. Tara Groneman

Staff/Faculty Present:

Ms. Jeanette Perez, Division Head Grades 10-12
Mr. Adam Dodge, Division Head Grades 7-9
Ms. Kris Quisenberry, Human Resources Coordinator
Mr. Jesse Gutierrez, School Business Official

Others Present:

Mr. Michael Vigil II, The Vigil Group

B. Adoption of Agenda

Ms. Martinez moved to adopt the agenda, as published. Ms. Groneman seconded the motion, which passed unanimously.

- **Declaration of Conflicts**
- **Materials Read Prior to Meeting**

No conflicts were declared.

Board members stated that they had read the materials prior to this meeting.

C. Approval of Minutes: March 19, 2024, Regular Meeting

Ms. Groneman moved approval of the March 19, 2024, minutes. Ms. Martinez seconded the motion, which passed unanimously.

II. PUBLIC FORUM

No one requested to speak.

III. ACTION/DISCUSSION ITEMS

A. Division Head Report: Jeanette Perez / Adam Dodge

➤ **Brief School Update: End of Year Events**

Ms. Perez reviewed the upcoming schedule of events:

- April 29, 7:00-10:00 p.m.: Senior prom at Maple Street Dance Studio.
- May 8, 5:30-7:30 p.m.: Spring arts exhibition at Harwood Arts Center, with some student art being offered for sale. The CTE Department has been working hard to get this out to the community. They can be found on Instagram at DATA Charter ABQ (datacharterabq).
- May 16: Field Day will take place at DATA, followed by awards ceremony from 1:00-2:00 p.m. at the UNM Continuing Education Center. Scholarships will be announced at that time.
- May 17: Graduation from noon to 1:00 at the New Mexico Veterans Memorial Amphitheater.

Ms. Perez said summer school is being offered for credit recovery at a cost of \$125 per half credit. DATA has been lenient in the past about payment, and will work with students needing financial assistance, but the hope is that being firmer about payment this time will incentivize students to finish their classes in person.

Ms. Perez stated that SAT testing is completed, and they are nearly done with science readiness testing. Also, the CTE teachers collaborated on and participated in the SOS Art Challenge, the purpose of which was to bring awareness to space debris through art.

Ms. Perez also noted that the students participated in the Enlightened Challenge, where students are given an opportunity to explore engineering fields used in the aerospace industry, and DATA won the Best Design award.

B. Director Report

➤ **APS Spring Site Visit**

Ms. Myhre said the Spring Site Visit would take place virtually. She commented that Patricia Espinoza, Special Education Liaison for Charter Schools, has been extremely complimentary of the work that the DATA Special Education Department has done in terms of organization, flow, and the quality of the IEPs.

C. Financial Report: Mike Vigil II / Jesse Gutierrez

- **Financial Summary**
- **Budget Discussion**
- **2024-25 Calendar, Budget & Salary Schedules**

Mr. Vigil reviewed budget details.

Ms. Myhre said two factors impacting the budget are the 15.5% increase in health insurance costs and 30% increase in school risk insurance. In addition, enrollment was down 15 students, creating a negative \$120,000 impact. Next year, DATA will be minus three positions, although the wellness team will be fully staffed, which the Administrative Team felt was essential for the students.

Ms. Myhre said the reduction in unit value for DATA from 5% to 3.22% also impacts the budget. The difference is the percentage withheld by PED. In order to increase DATA's revenue, the school needed to add days beyond the 180 originally planned.

Ms. Martinez moved to approve the budget. Mr. Durant seconded the motion, which passed unanimously.

Chair McDonald moved to approve the next academic year calendar. Ms. Groneman seconded the motion, which passed unanimously.

Ms. Groneman moved to approve the salary schedules. Ms. Martinez seconded, and the motion passed unanimously.

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

Mr. Vigil reviewed the reports that had been updated from the previous meeting, including the bank reconciliation and disbursements, the general ledger detail and reconciliation, and outstanding checks. Mr. Gutierrez then reviewed the account summary reports for February and March, bank account reconciliation reports, and balance sheet plus an RFR. There were no BARs.

- **Approval Authority for Last-Minute PED Requirements, if any**

[Deferred to May meeting.]

Ms. Groneman moved to approve the RFR and Disbursements. Ms. Martinez seconded the motion, which passed unanimously.

IV. NEW BUSINESS

A. Distribute Annual Forms for Next Meeting

Ms. Quisenberry distributed the forms to board members.

V. EXECUTIVE SESSION

A. Discuss budget-related limited personnel matters [session closed per Open Meetings Act, Section 10-15-1(H)(2)]

Ms. Martinez moved to enter executive session for the purpose stated on the agenda. Ms. Groneman seconded the motion, which passed unanimously by roll call vote.

[The board was in executive session from 12:15 to 12:40 p.m.]

Chair McDonald moved to come out of executive session. The only matter discussed in executive session was budget-related personnel matters. Ms. Groneman seconded the motion, which passed unanimously.

VI. DISCUSS NEXT MEETING DATE

The next meeting was scheduled on May 23, 2024, at 11:00 a.m.

VII. ADJOURNMENT: 12:40 p.m.

Minutes approved unanimously at the next Board meeting on 5/23/24.