

**DRAFT**

**MINUTES OF THE**

**DIGITAL ARTS AND TECHNOLOGY ACADEMY GOVERNING BOARD**

**REGULAR MEETING**

**October 18, 2024**

**I. CALL TO ORDER**

A regular meeting of the DATA Governing Board was called to order on this date at 11:05 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. Lisa Myhre, Director  
Ms. Jeanette Perez, Division Head Grades 10-12  
Ms. Alixandra Rael  
Ms. Kris Quisenberry, Human Resources Coordinator  
Mr. Jesse Gutierrez, Business Officer

**Others Present:**

Ms. Janet Stephenson [newly approved Board member, joining meeting at 11:30 to observe]

**B. Adoption of Agenda**

Ms. Quisenberry stated that Mike Vigil could not attend today's meeting, so the Audit Update would be postponed to the next meeting.

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

**C. Approval of Minutes: September 16, 2024, Regular Meeting**

**Ms. Martinez moved approval of the September 16, 2024, minutes. Ms. Groneman seconded the motion, which passed unanimously.**

**II. PUBLIC FORUM**

No speakers.

### **III. ACTION/DISCUSSION ITEMS**

#### **A. Vote on New Board Member**

**Chair McDonald moved to approve Janet Stephenson as a new member of the Governing Board. Ms. Groneman seconded the motion, which passed unanimously.**

#### **B. Division Head Report: Jeanette Perez/Alixandra Rael**

##### **➤ Charter Renewal**

Ms. Perez and Ms. Rael shared a presentation from the APS Charter Renewal visit that took place on October 8 from 1:00 to 2:30 p.m.

In reviewing Mission Specific goal #2, Ms. Myhre said DATA was put on a corrective improvement plan in 2016-17 because the graduation rate was .03% below the state's graduation rate. DATA now gets demographics from the state reports; but because the number of students in some of the subgroups are so small, DATA doesn't always get consistent data in those subgroups.

#### **C. Financial Report: Jesse Gutierrez**

##### **➤ Certification of Inventory**

Mr. Gutierrez presented and reviewed a DATA Inventory List, then asked board members for questions and feedback, if any.

**Mr. Durant moved to certify the inventory. Ms. Groneman seconded the motion, which passed unanimously.**

##### **➤ Audit Update**

[Deferred to next meeting.]

##### **➤ Financial Summary**

Mr. Gutierrez reviewed the cash balance summary, noting that SEG funding increased from \$488,000 to \$554,000 this year. He also reviewed the account summary report, bank reconciliation report, outstanding checks, and general ledger detail.

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

There were no BARs or RFRs.

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

**IV. NEW BUSINESS**

Ms. Quisenberry said she would email information to board members on trainings.

**V. NEXT MEETING DATE**

The next meeting was scheduled on Friday, November 22, at 9:00 a.m.

**VI. EXECUTIVE SESSION: 11:50 a.m.**

**Chair McDonald moved to enter executive session to discuss personnel matters, as permitted by the NM Open Meetings Act. Ms. Groneman seconded the motion, which passed unanimously.**

The board came out of executive session at approximately 12:10. The only matters discussed in executive session were personnel matters.

**VII. ADJOURNMENT: 12:15 p.m.**