

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

**REGULAR MEETING**

**December 16, 2024**

**I. CALL TO ORDER**

A regular meeting of the DATA Governing Board was called to order on this date at 10:30 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. Tara Groneman  
Ms. Janet Stephenson  
Ms. Deborah Martinez [joining virtually]

**Members Excused:**

Mr. Omar Durant

**Staff/Faculty Present:**

Ms. Lisa Myhre, Director  
Ms. Jeanette Perez, Division Head Grades 10-12  
Ms. Alixandra Rael, Division Head Grades 7-9  
Ms. Kris Quisenberry, Human Resources Coordinator  
Mr. Jesse Gutierrez, Business Officer

**Others Present:**

Mr. Mike Vigil II, The Vigil Group

**B. Adoption of Agenda**

➤ **Declaration of Conflicts**

None declared.

➤ **Materials Read Prior to Meeting**

Members responded that all materials were read prior to the meeting.

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

**C. Approval of Minutes: November 22, 2024, Regular Meeting**

**Ms. Stephenson moved approval of the November 22, 2024, minutes. Ms. McDonald seconded the motion, which passed unanimously.**

**II. PUBLIC FORUM**

No speakers.

**III. ACTION/DISCUSSION ITEMS**

**A. Division Head Report: Jeanette Perez, Alixandra Rael**

➤ **School Update**

Ms. Perez reported that they continue working on gathering school-wide data on test scores, short cycle test scores and Reading Plus. They also focused on teachers learning how to collect data in reading and math, regardless of what course they teach, and have been offering support and assistance to them individually with one-on-one meetings.

Ms. Rael said the administrative team has been regularly meeting with the math department, and they sat down with them over Thanksgiving break to look at math data and trends. Math scores are not where they need to be, and the team has been working with the teachers to provide them with the support they need to raise those scores. The team has site visits planned with the middle school teachers to the Montessori Middle School and East Mountain.

Ms. Rael reported that they have ten new incoming students for the spring semester. Most are middle school, with one high school student.

Ms. Perez stated that, moving into second semester, they are looking at the structure of their Wednesday PLC's. This came up as a reflective process for the team, and as part of a collaboration with staff to see what they would find most beneficial. Each month in the second semester, there will be grade level meetings run by teachers and counselors, as well as professional development trainings.

Ms. Perez said the Special Education Department is very busy, and about 25% of the students have an IEP. The team is very dedicated to ensuring that general education teachers know how to implement those accommodations and modifications, and that IEP's are conducted in a timely manner. To increase communication between the Special Education team and the general education teachers, they have created a form that general education teachers can fill out if they need a special education teacher to step in to help with a writing assignment or math project.

**B. Monthly Report: Lisa Myhre**

➤ **Enrollment**

Ms. Myhre noted that Ms. Perez and Ms. Rael have already discussed second semester enrollment as part of their report. She added that there should be 10 to 15 students transferring in for second semester. An open house is scheduled for prospective

parents on February 13. A postcard mailing is planned, and DATA will also attend the School Choice fair at the end of January.

**C. Financial Report: Mike Vigil II/Jesse Gutierrez**

➤ **Financial Summary**

Mr. Gutierrez reviewed the cash balance summary, account summary report, bank reconciliation report, outstanding checks, and general ledger details.

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

There were no BARs this time.

**Ms. Groneman moved for approval of the RFRs & Disbursements. Ms. Stephenson seconded the motion, which passed unanimously.**

**IV. NEW BUSINESS**

None.

**V. NEXT MEETING DATE**

The next meeting was scheduled on Friday, January 17 at 9:00 a.m.

**VI. EXECUTIVE SESSION**

None.

**VII. ADJOURNMENT: 11:00 a.m.**

*These minutes were approved unanimously at the Board meeting on 1/17/25.*