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**Notice and Agenda**  
**Regular Governing Council Meeting**  
**Voz Collegiate Preparatory Charter School**  
**955 San Pedro SE**  
**Albuquerque NM 87108**

**Thursday, February 17, 2022, 6:00pm**

**Location: <https://us02web.zoom.us/j/7596191312>**

**Please contact Isaac Rivas-Savell at [irivassavell@vozcollegiateprep.org](mailto:irivassavell@vozcollegiateprep.org) or 575.605.3527 at least 48 hours prior to the meeting or as soon as possible if you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to (or in this case, view) the meeting. Information to participate in the meeting is included below:**

- A. Opening Business
  - 1. Call to Order
  - 2. Roll Call
  - 3. Discussion and consideration of **approval** of January 20, 2022, Meeting Minutes
- B. Public Input (10-minute time limit, speakers limited to 3 minutes each)
- C. Legal Counsel Report
- D. Finance Committee Report
  - 1. EdTec Financial Presentation
  - 2. Discussion and consideration of **approval** January Bank Rec and Check Register
  - 3. Discussion and consideration of approval CSP BAR
  - 4. Discussion and consideration of 001-709-2122-0009-D to decrease our SEG Allocation due to lower enrollment
- E. Governance Committee Report
  - 1. Board Recruitment Update
  - 2. Board Training Update
- F. Academic Achievement Committee Report
- G. School Foundation Report
- H. Head of School Report
  - 1. Student recruitment update
  - 2. Staff recruitment update
  - 3. Charter School Growth Fund Update
  - 4. Donor Box Campaign
- I. Closing Business
  - 1. Next Scheduled Meeting: March 17, 2022 (To be held in-person at Voz Collegiate)
  - 2. Adjourn



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- A. Opening Business
  - 1. Call to Order – 6:02 PM Katie, Hannah, Brejette, Amanda, Arslan, Katie, Gabe, Bruce in attendance. Katie, Dan, and Isaac also in attendance.
  - 2. Roll Call
  - 3. Discussion and consideration of **approval** of December 16<sup>th</sup>, 2021, Meeting Minutes. Gabe made a motion, Hannah seconded. Unanimous approval.
- B. Public Input (10-minute time limit, speakers limited to 3 minutes each)
- C. Legal Counsel Report
- D. Finance Committee Report
  - 1. EdTec Financial Presentation
  - 2. Discussion and consideration of **approval** December Bank Rec and Check Register – Hannah made a motion. Arslan seconded. Unanimous approval.
  - 3. Discussion and consideration of **approval** BARS – no BARS for approval.
- E. Governance Committee Report
  - 1. Board Recruitment Update
  - 2. Board Training Update – Amanda to work with Public Charter Schools of New Mexico to schedule additional training opportunities
- F. Academic Achievement Committee Report
- G. School Foundation Report
- H. Head of School Report
  - 1. Isaac reported that they made the decision to go to virtual learning on 1/10. 100% attendance during synchronous instruction and 100% attendance during asynchronous instruction. School will return to instruction on 1/24.
  - 2. Student recruitment update
  - 3. Staff recruitment update
- I. Closing Business
  - 1. Next Scheduled Meeting: February 17, 2022 (To be held in-person at Voz Collegiate)
  - 2. Adjourn – Arslan moved to adjourn, Hannah seconded. Unanimous approval.

# Voz Collegiate Preparatory Charter

## FY22 Forecast & FY23 Budget Draft

KATIE RARICK

FEBRUARY 17, 2022

ALBUQUERQUE, NM



# FY22 Forecast

Jul-Jan Actuals & Feb-June Forecast



# FY22 Current Forecast vs. Previous Forecast

		2021-22	2021-22	Variance
		Previous Forecast	Current Forecast	
Revenue	Revenue from Local Sources	668,216	668,216	-
	Revenue From State Sources	470,204	485,773	15,569
	Revenue from Federal Sources	134,200	134,200	-
	Other Financing Sources	-	-	-
	Other Items	-	-	-
	<b>Total Revenue</b>	<b>1,272,620</b>	<b>1,288,189</b>	<b>15,569</b>
Expenses	Personnel Services-Compensation	295,420	295,420	-
	Personnel Services-Employee Benefits	65,105	65,105	-
	Professional and Technical Services	205,773	205,773	-
	Purchased Property Services	194,940	194,940	-
	Other Purchased Services	92,875	102,875	(10,000)
	Supplies	32,500	32,500	-
	Property	225,618	240,618	(15,000)
	Debt Service & Miscellaneous	-	-	-
	<b>Total Expenses</b>	<b>1,112,231</b>	<b>1,137,231</b>	<b>(25,000)</b>
<b>Operating Income</b>	<b>160,389</b>	<b>150,958</b>	<b>(9,431)</b>	
Beginning Balance (Audited)	22,667	22,667	-	
Operating Income	160,389	150,958	(9,431)	
<b>Ending Fund Balance (incl. Depreciation)</b>	<b>183,056</b>	<b>173,625</b>	<b>(9,431)</b>	
<b>Ending Fund Balance as % of Expenses</b>	<b>16.5%</b>	<b>15.3%</b>	<b>-1.2%</b>	

- SEG increase b/c of higher unit value and SPED
- Increase in advertising budget for FY23 recruitment
- Increase in property costs for additional students in FY23
- Positive net operating and fund balance

# FY23 Budget

Draft Budget

edtec 



# Budget Draft Assumptions – FY23



## Enrollment – Funding based on

- *Total 100*
  - *60 6<sup>th</sup> graders*
  - *40 7<sup>th</sup> graders*

## Staffing - Total 12 staff Members

- 1 School Leader
- 1 Office Manager
- 4 General Ed Teachers (1:13 ratio)
- 1 Enrichment Teacher
- 1 SPED Teachers
- 4 EAs

## Revenue

- 11.9% increase in the SEG
- Conservative Transportation and LEAP funds
- There is no private revenue in the budget for FY23
- Federal funding projections are a little conservative
- There is \$100k of CSP in the budget, but this might change based on FY22 spending

## Expenses

- ELTP minimums for teachers + 6%
- School leader based on the 1.4 multiplier and other staff 7%
- 16.1% contribution for ERB
- NMPSIA is flat
- Rent increases slightly
- Most expenses outside of payroll have been increased slightly
- 60% of the FY23 budget is salaries

# Expense Projections/Changes



## Teacher Salaries

**On average if the minimums increase to 53/63/74 for schools who run ELTP. Voz has higher minimums**

Level 1 44,280 to 55,944 is an increase of 26%

Level 2 54,000 to 67,133 is an increase of 24%

Level 3 64,800 to 78,321 is an increase of 21%

**The average of the increases for Voz is 23.6%**

**We added an extra 6% to be competitive with APS**

## Other Expense Increases in the Model

- **7% for all non-teaching staff**
- **ERB increase by 1%, so Voz will be contributing 16.1% to the pension**
- **Minimum of \$30k for all Eas**
- **School Leader Salary is based on 1.4\*level III with a 1% increase for Years of Experience**

## Other Items on the Table but not in the Model

- **Require the employer to pay 80% of NMPSIA costs as opposed to the 60% we pay now**



# FY23 Budget Draft



		2022-23
		<b>Current Forecast</b>
Revenue	Revenue from Local Sources	160,000
	Revenue From State Sources	1,092,936
	Revenue from Federal Sources	49,000
	Other Financing Sources	-
	<b>Total Revenue</b>	<b>1,301,936</b>
Expenses	Personnel Services-Compensation	680,483
	Personnel Services-Employee Benefits	181,220
	Professional and Technical Services	211,543
	Purchased Property Services	234,000
	Other Purchased Services	98,000
	Supplies	54,000
	Property	50,000
	Debt Service & Miscellaneous	-
	<b>Total Expenses</b>	<b>1,509,246</b>
	<b>Operating Income</b>	<b>(207,311)</b>
	Beginning Balance (Audited)	173,625
	Operating Income	(207,311)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>(33,686)</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>-2.2%</b>

Solve for the negative net operating:

- Cut staffing – teacher and admin
- Create a more conservative salary scale
- Find and use more private funding
- Increase SEG by more than 11.9%

## Accomplishments

- We are starting with budget modeling early and will adjust as we learn more
- We have strategies to course correct if we need to, to have a balanced budget

## Next Steps

- Focus on enrollment – this is one of our main funding levers
- Hire with enrollment

## Goals & Horizon Issues

- End FY22 with a strong net operating
- Audit update will happen in March

ESP

ESP

**Bank Reconciliation with Description - 11000-3884 Cash in Ba... checking  
(main) 3884  
As of 1/31/2022**

ID	Transaction Type	Date	Document Number	Name	Description	Balance
<b>Reconciled</b>						
<b>Cleared Deposits and Other Credits</b>						
	Deposit	1/11/2022	29445		APS PAYMENTS VOZ PREP VOZ COLL PREP	70,333.06
	Deposit	1/26/2022	29836		State of New Mex VNDR PYMT FY22Q1 FY22Q1	6,098.00
<b>Total - Cleared Deposits and Other Credits</b>						<b>76,431.06</b>
<b>Cleared Checks and Payments</b>						
	Bill Payment	12/3/2021	20613	40599 Valor Collegiate Academics	Contractor	(3,000.00)
	Bill Payment	12/17/2021	20631	43821 Jene Montano (reimb)	Art Supplies	(153.30)
	Check	1/4/2022	DB010422	42373 YARDI SERVICE	DB010422 - Yardi Service	(0.95)
	Check	1/4/2022	DB010422-1	42372 WEST MIAMI DEVELOP (rent)	DB010422-1 - WestMiamiDevelop	(14,345.55)
	Check	1/5/2022	DB010522	39631 NMPSIA BENEFITS	DB010522 - NMPSIA	(571.36)
	Check	1/10/2022	DB011022	39494 NMERB	DB011022 - NMERB	(6,324.00)
	Check	1/14/2022	DB011422	43351 DEX imaging	DB011422-Dex imaging	(358.30)
	Payroll Journal Entry	1/14/2022	PRJE-VCPC0024		Payroll # 3000	(854.43)
	Payroll Journal Entry	1/14/2022	PRJE-VCPC0024		Direct Deposit	(10,525.92)
	Payroll Journal Entry	1/14/2022	PRJE-VCPC0024		Payroll fees	(48.85)
	Payroll Journal Entry	1/14/2022	PRJE-VCPC0024		Federal and State Taxes	(2,308.54)
	Bill Payment	1/14/2022	20640	39380 SchoolMint, Inc.	Student Recruitment and Lottery	(6,371.40)
	Bill Payment	1/14/2022	20641	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(460.34)
	Bill Payment	1/14/2022	20634	39381 Bloomwell Group	Student Recruitment	(1,000.00)
	Bill Payment	1/14/2022	20635	39183 Edtec	Postage for FY22	(40.97)
	Check	1/18/2022	DB011822	40717 COMCAST BUSINESS	DB011822-Comcast	(230.00)
	Check	1/19/2022	DB011922	40978 New Mexico Gas Company	DB011922-NM Gas	(322.70)
	Check	1/19/2022	DB011922-1	44144 PNM Electric Service	DB011922-PNM Electric	(922.26)
	Check	1/20/2022	M1234578	43575 ADT Commercial	M1234578-ADT Commercial	(314.41)
	Check	1/21/2022	DB012122	43554 Mitel Cloud Service	DB012122-Mitel cloud	(489.04)
	Journal	1/26/2022	VCPC1126		Difference between check 20631 amount cleared bank vs. what it was written for	(0.20)
	Check	1/31/2022	DB013122	44144 PNM Electric Service	DB013122- PNM Electric	(197.42)
	Payroll Journal Entry	1/31/2022	PRJE-VCPC0025		Direct Deposit	(9,302.31)

ID	Transaction Type	Date	Document Number	Name	Description	Balance
	Payroll Journal Entry	1/31/2022	PRJE-VCPC0025		Federal and State Taxes	(1,729.29)
	Payroll Journal Entry	1/31/2022	PRJE-VCPC0025		Payroll fees	(72.30)
<b>Total - Cleared Checks and Payments</b>						<b>(59,943.84)</b>
<b>Total - Reconciled</b>						<b>16,487.22</b>
<b>Last Reconciled Statement Balance - 1/30/2022</b>						<b>187,251.45</b>
<b>Current Reconciled Balance</b>						<b>203,738.67</b>
<b>Reconcile Statement Balance - 1/31/2022</b>						<b>203,738.67</b>
<b>Difference</b>						<b>0.00</b>
<b>Unreconciled</b>						
<b>Uncleared</b>						
<b>Checks and Payments</b>						
	Bill Payment	10/18/2021	20580	42134 JMP Academy of Professional Development	Setting up special education systems for year 1	(539.38)
	Bill Payment	11/23/2021	20608	39451 Isaac Rivas-Savell (reimb)	Advertising for Voz	(738.08)
	Payroll Journal Entry	1/14/2022	PRJE-VCPC0024		Payroll # 5033 NM Retiree Health Care Authority	(461.83)
	Bill Payment	1/14/2022	20633	40984 ACES - Assoc of Charter School Education Services (exempt)	FY22 EdTec services	(5,217.88)
	Bill Payment	1/14/2022	20638	40718 Jani-King of New Mexico (s-corp)	Contractor	(1,186.63)
	Bill Payment	1/14/2022	20636	42454 Herrera Coaches Inc. (c-corp)	Daily Transportation	(5,125.00)
	Bill Payment	1/14/2022	20639	42134 JMP Academy of Professional Development	Setting up special education systems for year 1	(539.38)
	Bill Payment	1/14/2022	20637	39673 InAccord, P.C. (c-corp)	Contractor	(863.00)
	Bill Payment	1/28/2022	20644	44063 Vector Solutions	Advertising	(650.00)
	Bill Payment	1/28/2022	20643	44062 Mirror Promotions	Advertising	(8,356.34)
	Bill Payment	1/28/2022	20642	44061 Consolidated Solutions	Advertising	(945.00)
	Payroll Journal Entry	1/31/2022	PRJE-VCPC0025		Payroll # 5034 NM Retiree Health Care Authority	(371.83)
	Bill Payment	1/31/2022	20645	43123 Teodora Velasco-Zapata	Contractor	(272.00)
	Bill Payment	1/31/2022	20646	43496 Olga Flores De Arvilla	Contractor/Tutor	(2,737.00)
<b>Total - Checks and Payments</b>						<b>(28,003.35)</b>
<b>Total - Uncleared</b>						<b>(28,003.35)</b>
<b>Total - Unreconciled</b>						<b>(28,003.35)</b>
<b>Total as of 1/31/2022</b>						<b>175,735.32</b>

**Combined Board Check Register**



School: Voz

Month: January 2022

					<b>Total Paid By Check:</b>	\$57,840.93
					<b>Total Paid By Credit Card:</b>	\$ -

Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	20633	ACES - Assoc of Charter School Education Services	1/14/2022	Bill #8754--FY22 EdTec services		\$ 5,217.88
Check	20634	Bloomwell Group	1/14/2022	Bill #001250--Student Recruitment		\$ 1,000.00
Check	20635	Edtec	1/14/2022	Bill #23262--Postage for FY22		\$ 40.97
Check	20636	Herrera Coaches Inc.	1/14/2022	Bill #5186--Daily Transportation		\$ 5,125.00
Check	20637	InAccord, P.C.	1/14/2022	Bill #415--Contractor		\$ 863.00
Check	20638	Jani-King of New Mexico	1/14/2022	Bill #NMX01220055--Contractor		\$ 1,186.63
Check	20639	JMP Academy of Professional Development	1/14/2022	Bill #1062--Setting up special education systems for year 1		\$ 539.38
Check	20640	SchoolMint, Inc.	1/14/2022	Bill #INV-7055--Student Recruitment and Lottery		\$ 6,371.40
Check	20641	Staples	1/14/2022	Bill #3497103882--CSP and non-CSP Allowable Materials from Staples		\$ 460.34
Check	20642	Consolidated Solutions	1/28/2022	Bill #18545--Advertising		\$ 945.00
Check	20643	Mirror Promotions	1/28/2022	Bill #2068--clothing		\$ 8,356.34
Check	20644	Vector Solutions	1/28/2022	Bill #INV40562--Advertising		\$ 650.00
Check	20645	Teodora Velasco-Zapata	1/31/2022	Bill #003-1--Tutor		\$ 272.00
Check	20646	Olga Flores De Arvilla	1/31/2022	Bill #003 004 005--contractor		\$ 2,737.00
Check	DB010422	YARDI SERVICE	1/4/2022	DB010422 - Yardi Service		\$ 0.95
Check	DB010422-1	WEST MIAMI DEVELOP	1/4/2022	DB010422-1 - WestMiamiDevelop		\$14,345.55
Check	DB010522	NMPSIA BENEFITS	1/5/2022	DB010522 - NMPSIA		\$ 571.36
Check	DB011022	NMERB	1/10/2022	DB011022 - NMERB		\$ 6,324.00
Check	DB011422	DEX imaging	1/14/2022	DB011422-Dex imaging		\$ 358.30
Check	DB011822	COMCAST BUSINESS	1/18/2022	DB011822-Comcast		\$ 230.00
Check	DB011922	New Mexico Gas Company	1/19/2022	DB011922-NM Gas		\$ 322.70
Check	DB011922-1	PNM Electric Service	1/19/2022	DB011922-PNM Electric		\$ 922.26
Check	DB012122	Mitel Cloud Service	1/21/2022	DB012122-Mitel cloud		\$ 489.04
Check	DB013122	PNM Electric Service	1/31/2022	DB013122- PNM Electric		\$ 197.42
Check	M1234578	ADT Commercial	1/20/2022	M1234578-ADT Commercial		\$ 314.41



Scott Elder  
Superintendent

February 9, 2022

Voz Collegiate Preparatory Charter School  
955 San Pedro SE  
Albuquerque, NM 87108

Dear Katie Rarick,

Please accept this letter as your FY 2021-2022 notice from Albuquerque Public Schools for FY21-22 budget including carryover for **Charter School Grant**, OBMS fund **24146**, is scheduled to be presented to the APS Board of Education on February 16, 2022.

All cash requests for reimbursement of funds will be processed through OBMS/APS as outlined in the Albuquerque Public Schools, Grant Management Charter School Procedures Manual. Please follow RfR submission procedure for all RfR's that are processed through APS.

**Funds must be obligated by June 30, 2022**  
**Expended and liquidated by September 30, 2022**  
**Must be billed to APS by October 16, 2022**

Please follow the BAR entry process in the APS-GM-Charter School Procedures Manual to establish your BAR in OBMS. We strongly recommend taking steps in obtaining Charter Board approval immediately after receiving this official notification of the award.

**OBMS will auto create a BAR for the Adjustment Action amount below once the APS BAR has been approved by PED.**

Attach this letter as any backup documentation that PED or any other agency may require.

Grant Name	APS #	UCOA Fund	CFDA#	Revenue Account	Total Award	BAR Amount
Charter School Grant	846	24146	84.282A	41924	\$543,843.00	\$407,693.00

Please contact me with any questions or concerns.

Thank you,

*Mihaela Marin*  
Mihaela Marin, Senior Director  
Grant Management  
Albuquerque Public Schools  
6400 Uptown Blvd NE,  
PO Box 25704  
Albuquerque, NM 87125

Mihaela.Marin@aps.edu  
505-880-2578

**ESP**  
**Fund 24146 - Voz Collegiate Preparatory Charter School**  
**Purpose: Increase to match carryover and updated allocation**

**Budget Adjustment Request**

Financial Row	Current Budget	Budget Adjustment	Adjusted Budget
<b>Expense</b>			
<b>1000-0000</b>			
<b>1000-1010</b>			
56112 - NM - Other Instructional Materials	\$0.00	\$20,000.00	\$20,000.00
53414 - NM - Other Professional Services	\$0.00	\$40,000.00	\$40,000.00
53330 - NM - Professional Development	\$9,000.00	\$20,000.00	\$29,000.00
56113 - NM - Software	\$0.00	\$10,000.00	\$10,000.00
57332 - NM - Supply Assets (\$5,000 or less)	\$82,200.00	\$130,000.00	\$212,200.00
<b>Total - 1000-1010</b>	<b>\$91,200.00</b>	<b>\$220,000.00</b>	<b>\$311,200.00</b>
<b>Total - 1000-0000</b>	<b>\$91,200.00</b>	<b>\$220,000.00</b>	<b>\$311,200.00</b>
<b>2000-0000</b>			
<b>2100-2000</b>			
53218 - NM - Specialists - Contracted	\$0.00	\$12,000.00	\$12,000.00
<b>Total - 2100-2000</b>	<b>\$0.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
<b>2500-0000</b>			
55400 - NM - Advertising	\$24,000.00	\$62,010.41	\$86,010.41
53711 - NM - Other Charges	\$0.00	\$1,263.50	\$1,263.50
53414 - NM - Other Professional Services	\$0.00	\$8,170.15	\$8,170.15
57332 - NM - Supply Assets (\$5,000 or less)	\$3,800.00	\$4,248.94	\$8,048.94
<b>Total - 2500-0000</b>	<b>\$27,800.00</b>	<b>\$75,693.00</b>	<b>\$103,493.00</b>
<b>2600-0000</b>			
57331 - NM - Fixed Assets (More Than \$5000)	\$0.00	\$50,000.00	\$50,000.00
<b>Total - 2600-0000</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>
<b>2700-0000</b>			
55112 - NM - Transportation Contractors	\$13,750.00	\$50,000.00	\$63,750.00
<b>Total - 2700-0000</b>	<b>\$13,750.00</b>	<b>\$50,000.00</b>	<b>\$63,750.00</b>
<b>Total - 2000-0000</b>	<b>\$41,550.00</b>	<b>\$187,693.00</b>	<b>\$229,243.00</b>
<b>3000-0000</b>			
<b>3100-0000</b>			
57332 - NM - Supply Assets (\$5,000 or less)	\$3,400.00	\$0.00	\$3,400.00
<b>Total - 3100-0000</b>	<b>\$3,400.00</b>	<b>\$0.00</b>	<b>\$3,400.00</b>
<b>Total - 3000-0000</b>	<b>\$3,400.00</b>	<b>\$0.00</b>	<b>\$3,400.00</b>
<b>Total - Expense</b>	<b>\$136,150.00</b>	<b>\$407,693.00</b>	<b>\$543,843.00</b>

Board Approval:

Must submit backup for all BARs,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 001-709-2122-0009-D

Fund Type: General Fund / Capital  
Outlay / Debt Service

Adjustment Type: Decrease

Fiscal Year: 2021-2022

Entity Name: Voz Collegiate Preparatory Charter School

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Katie Rarick, Business Manager

Total Approved Budget (Flowthrough):

Phone: (505) 917-4023

Email: katie.rarick@edtec.com

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2021 12:00AM	To: Jun 30 2022 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.43101 (\$382,616)

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	51100 Salaries Expense	4040 Extended Learning Time Programs	001709 Voz Collegiate Preparatory Charter School	1411 Teachers-Grades 1-12	\$50,000	(\$50,000)		(1.00)
11000 Operational	1000 Instruction	51100 Salaries Expense	4025 At-Risk Special Programs	001709 Voz Collegiate Preparatory Charter School	1412 Teachers-Special Education	\$55,000	(\$55,000)		(1.00)
11000 Operational	1000 Instruction	51100 Salaries Expense	1020 Elementary Fine Arts Programs	001709 Voz Collegiate Preparatory Charter School	1411 Teachers-Grades 1-12	\$45,000	(\$25,000)	\$20,000	(0.50)
11000 Operational	1000 Instruction	51100 Salaries Expense	4025 At-Risk Special Programs	001709 Voz Collegiate Preparatory Charter School	1711 Instructional Assistants-Grades 1-12	\$48,000	(\$22,000)	\$26,000	(1.00)
11000 Operational	1000 Instruction	52111 Educational Retirement	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$45,965	(\$31,616)	\$14,349	
11000 Operational	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K-12) Programs	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$26,797	(\$15,000)	\$11,797	
11000 Operational	1000 Instruction	57332 Supply Assets (\$5,000 or less)	1010 Regular Education (K-12) Programs	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$55,500	(\$50,000)	\$5,500	
11000 Operational	2300 Support Services-General Administration	51100 Salaries Expense	0000 No Program	001709 Voz Collegiate Preparatory Charter School	1111 Superintendent	\$92,232	(\$40,000)	\$52,232	(0.40)
11000 Operational	2500 Central Services	51100 Salaries Expense	0000 No Program	001709 Voz Collegiate Preparatory Charter School	1217 Secretarial/Clerical/Technical Assistants	\$42,000	(\$18,000)	\$24,000	(0.40)
11000 Operational	2500 Central Services	54630 Rental - Computers and Related Equipment	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$6,000	(\$3,000)	\$3,000	
11000 Operational	2600 Operation & Maintenance of Plant	54411 Electricity	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$12,000	(\$5,000)	\$7,000	
11000 Operational	2600 Operation & Maintenance of Plant	54412 Natural Gas (Buildings)	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$6,000	(\$3,000)	\$3,000	
11000 Operational	2600 Operation & Maintenance of Plant	54415 Water/Sewage	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$6,000	(\$3,000)	\$3,000	



11000 Operational	2600 Operation & Maintenance of Plant	54416 Communication Services	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$6,000	(\$2,000)	\$4,000		
11000 Operational	2600 Operation & Maintenance of Plant	54610 Rental - Land and Buildings	0000 No Program	001709 Voz Collegiate Preparatory Charter School	0000 No Job Class	\$76,836	(\$60,000)	\$16,836		
							Sub Total	(\$382,616)		(4.30)
							<b>Indirect Cost</b>			
							<b>DOC. TOTAL</b>	(\$382,616)		

**Justification:**

Based on the attached SEG Allocation that came out in January 2022

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.