



Collegiate Preparatory
Charter School

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

Thursday, June 16, 2022, 6:00pm

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

Please contact Isaac Rivas-Savell at 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 May 19, 2022, Meeting Minutes
- B. Public Input (10-minute time limit, speakers limited to 3 minutes each)
- C. Legal Counsel Report
- D. Finance and Audit Committee Report
 - 1. Discussion and consideration of **approval** May 2022 Bank Rec and Check Register
 - 2. Discussion and consideration of **approval** 2022-2023 BARs
- E. Governance Committee Report
 - 1. Board Recruitment Update
 - 2. Board Training Update
- F. Action Item Report
 - 1. Discussion and consideration of **approval** Academic Achievement Dashboard
 - 2. Discussion and consideration of **approval** Governance for Election of Board Members
- G. School Foundation Report
- H. Head of School Report
 - 1. Student recruitment update
 - 2. Staff recruitment update
- I. Closing Business
 - 1. Next Scheduled Meeting: July 21, 2022 (To be held in-person at Voz Collegiate)
 - 2. Adjourn

ESP

ESP

**Bank Reconciliation with Description - 11000-3884 Cash in Ba... checking
(main) 3884
As of 5/31/2022**

ID	Transaction Type	Date	Document Number	Name	Description	Balance
Reconciled						
Cleared Deposits and Other Credits						
	Deposit	5/11/2022	31497		State of New Mex VNDR PYMT FY22 Quarter 4 FY22 Quarter 4	12,196.00
	Deposit	5/17/2022	31633		DEPOSIT	27,816.21
Total - Cleared Deposits and Other Credits						40,012.21
Cleared Checks and Payments						
	Payroll Journal Entry	4/15/2022	PRJE-VCPC0036		Payroll # 5039 NM Retiree Health Care Authority	(371.83)
	Bill Payment	4/25/2022	20697	40718 Jani-King of New Mexico (s-corp)	Contractor	(1,186.63)
	Bill Payment	4/25/2022	20698	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(826.47)
	Bill Payment	4/26/2022	20700	42848 Achievement First, Inc.	curriculum	(30,000.00)
	Bill Payment	4/27/2022	20701	44387 Cooperative Educational Services	Support Services	(434.26)
	Bill Payment	4/27/2022	20703	43058 TLC PLUMBING AND UTILITY (c-corp)	Contractor	(136.70)
	Bill Payment	4/27/2022	20702	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(4,963.29)
	Check	5/2/2022	DB050222	42374 NM PUBLIC SHOOL NMBBIZBP	DB050222 - NMBBIZBP	(760.45)
	Check	5/2/2022	DB050222 A	42374 NM PUBLIC SHOOL NMBBIZBP	DB050222A - NMBBIZBP	(1,078.75)
	Check	5/3/2022	DB050322 C	39494 NMERB	DB050322C - NMERB	(6,324.00)
	Check	5/3/2022	DB050322 B	39631 NMPSIA BENEFITS	DB050322B - NMPSIA Benefits	(571.36)
	Check	5/3/2022	DB050322	42372 WEST MIAMI DEVELOP (rent)	DB050322 - West Miami Develop	(14,225.39)
	Check	5/3/2022	DB050322 A	42373 YARDI SERVICE	DB050322A - Yardi Service	(0.95)
	Check	5/3/2022	DB050322 D	42137 Public Service Company of NEW Mexico	DB050322D - NM Public Service Company	(10.00)
	Bill Payment	5/3/2022	20706	42134 JMP Academy of Professional Development	Setting up special education systems for year 1	(539.38)
	Bill Payment	5/3/2022	20705	40718 Jani-King of New Mexico (s-corp)	School janitorial Services	(1,186.63)
	Bill Payment	5/3/2022	20707	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(577.64)
	Payroll Journal Entry	5/4/2022	PRJE-VCPC0041		Payroll # 5041 NM Retiree Health Care Authority	(371.83)
	Bill Payment	5/10/2022	20710	44852 Patricio Arguello	Contractor/Tutor	(1,506.11)
	Bill Payment	5/10/2022	20709	43123 Teodora Velasco-Zapata	Contractor	(720.00)
	Bill Payment	5/11/2022	20716	42454 Herrera Coaches Inc. (c-corp)	Field Trips	(300.00)
	Bill Payment	5/11/2022	20714	44387 Cooperative Educational Services	Support Services	(1,804.09)
	Bill Payment	5/11/2022	20713	43400 Charter School Nursing Services (s- corp)	Nursing Services	(755.13)

ID	Transaction Type	Date	Document Number	Name	Description	Balance
	Bill Payment	5/11/2022	20715	39183 Edtec	Postage for FY22	(50.00)
	Bill Payment	5/11/2022	20712	45292 AGM-NEVADA, LLC	CONTRACTOR MEDIA SERVICES	(388.35)
	Bill Payment	5/11/2022	20711	40984 ACES - Assoc of Charter School Education Services (exempt)	Monthly Tech Support PowerOn	(6,296.63)
	Bill Payment	5/11/2022	20717	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(2,376.95)
	Check	5/13/2022	DB051322	40978 New Mexico Gas Company	DB051322 - NM Gas Company	(222.48)
	Payroll Journal Entry	5/13/2022	PRJE-VCPC0040		Direct Deposit	(9,378.46)
	Payroll Journal Entry	5/13/2022	PRJE-VCPC0040		Federal and State Taxes	(1,613.76)
	Payroll Journal Entry	5/13/2022	PRJE-VCPC0040		Payroll fees	(51.03)
	Check	5/18/2022	DB051822 A	40717 COMCAST BUSINESS	DB051822A - Comcast Business	(231.56)
	Check	5/18/2022	DB051822	44144 PNM Electric Service	DB051822 - PNM Electric Service	(1,117.16)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0046		Payroll fees	(34.85)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0048		Payroll fees	(33.17)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0045		Payroll fees	(28.16)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0047		Payroll fees	(26.48)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0043		Payroll fees	(33.17)
	Payroll Journal Entry	5/18/2022	PRJE-VCPC0044		Payroll fees	(26.48)
	Payroll Journal Entry	5/19/2022	PRJE-VCPC0049		Payroll fees	(33.17)
	Check	5/20/2022	DB052022	45661 Sheerwood Grand Ventures, Inc.	DB052022-ABQ	(160.00)
	Check	5/20/2022	DB052022-1	43554 Mitel Cloud Service	DB052022-mitel	(497.92)
	Journal	5/23/2022	VCPC1171		Record bill payment #20704 which was voided but cleared the bank	(372.53)
	Bill Payment	5/23/2022	20723	40977 Staples	CSP and non-CSP Allowable Materials from Staples	(1,221.07)
	Bill Payment	5/23/2022	20724	40460 Staples Technology Solutions	Tech Purchases for additional enrollment	(23,057.30)
	Check	5/25/2022	DB052522	42248 Water Utility Authority	DB052522- water	(469.28)
	Check	5/25/2022	DB052522-1	42248 Water Utility Authority	DB052522- water	(38.62)
	Payroll Journal Entry	5/31/2022	PRJE-VCPC0050		Payroll fees	(78.00)
	Payroll Journal Entry	5/31/2022	PRJE-VCPC0050		Direct Deposit	(9,378.49)
	Payroll Journal Entry	5/31/2022	PRJE-VCPC0050		Federal and State Taxes	(1,613.72)
Total - Cleared Checks and Payments						(127,479.68)
Total - Reconciled						(87,467.47)
Last Reconciled Statement Balance - 5/30/2022						243,309.68
Current Reconciled Balance						155,842.21

ID	Transaction Type	Date	Document Number	Name	Description	Balance
Reconcile Statement Balance - 5/31/2022						155,842.21
Difference						0.00
Unreconciled						
Uncleared						
Deposits and Other Credits						
	Payroll Journal Entry	4/15/2022	PRJE-VCPC0037		Code cash impact to resource	5,929.39
	Payroll Journal Entry	4/29/2022	PRJE-VCPC0039		Code cash impact to resource	5,921.22
Total - Deposits and Other Credits						11,850.61
Checks and Payments						
	Bill Payment	11/23/2021	20608	39451 Isaac Rivas-Savell (reimb)	Advertising for Voz	(738.08)
	Payroll Journal Entry	4/15/2022	PRJE-VCPC0037		Code cash impact to resource	(5,929.39)
	Payroll Journal Entry	4/29/2022	PRJE-VCPC0038		Payroll # 5040 NM Retiree Health Care Authority	(371.83)
	Payroll Journal Entry	4/29/2022	PRJE-VCPC0039		Code cash impact to resource	(5,921.22)
	Bill Payment	5/10/2022	20708	43496 Olga Flores De Arvilla	Contractor/Tutor	(2,142.00)
	Payroll Journal Entry	5/13/2022	PRJE-VCPC0040		Payroll # 5042 NM Retiree Health Care Authority	(371.83)
	Bill Payment	5/23/2022	20719	45294 Axiom Analytics LLC	Transition and Software	(1,797.92)
	Bill Payment	5/23/2022	20718	42135 Accountability and Compliance Resources	Contractor	(1,862.65)
	Bill Payment	5/23/2022	20722	45348 Mineral Tree	AP Software/Platform	(2,500.00)
	Bill Payment	5/23/2022	20720	44387 Cooperative Educational Services	Support Services	(300.65)
	Bill Payment	5/23/2022	20721	43351 DEX imaging	Contractor	(370.85)
	Bill Payment	5/24/2022	20725	43496 Olga Flores De Arvilla	Contractor/Tutor	(1,785.00)
	Payroll Journal Entry	5/31/2022	PRJE-VCPC0050		Payroll # 5043 NM Retiree Health Care Authority	(371.83)
Total - Checks and Payments						(24,463.25)
Total - Uncleared						(12,612.64)
Total - Unreconciled						(12,612.64)
Total as of 5/31/2022						143,229.57

Combined Board Check Register



School: **Voz**

Month: **May 2022**

Total Paid By Check: \$77,246.27
Total Paid By Credit Card: \$ -

Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	20704	Accountability and Compliance Resources	5/3/2022	Journal #VCPC1157-- Bill #6732--SIS Reporting	Voided	\$ -
Check	20705	Jani-King of New Mexico	5/3/2022	Bill #NMX05220053--School janitorial Services		\$ 1,186.63
Check	20706	JMP Academy of Professional Development	5/3/2022	Bill #1098--Setting up special education systems for year 1		\$ 539.38
Check	20707	Staples	5/3/2022	Bill #3505946448--CSP and non-CSP Allowable Materials from Staples Bill #3505946447--CSP and non-CSP Allowable Materials from Staples		\$ 577.64
Check	20708	Olga Flores De Arvilla	5/10/2022	Bill #011 & 012--contractor		\$ 2,142.00
Check	20709	Teodora Velasco-Zapata	5/10/2022	Bill #007--contractor		\$ 720.00
Check	20710	Patricio Arguello	5/10/2022	Bill #005 & 006--contractor		\$ 1,506.11
Check	20711	ACES - Assoc of Charter School Education Services	5/11/2022	Bill #9319--Monthly Tech Support PowerOn Bill #9340--FY22 EdTec services		\$ 6,296.63
Check	20712	AGM-NEVADA, LLC	5/11/2022	Bill #IN-1220330227--CONTRACTOR MEDIA SERVICES		\$ 388.35
Check	20713	Charter School Nursing Services	5/11/2022	Bill #12312018-347--Nursing Services		\$ 755.13
Check	20714	Cooperative Educational Services	5/11/2022	Bill #042222--Support Services Bill #042222A--Support Services		\$ 1,804.09
Check	20715	Edtec	5/11/2022	Bill #24242--Postage for FY22		\$ 50.00
Check	20716	Herrera Coaches Inc.	5/11/2022	Bill #5467--Field Trips		\$ 300.00
Check	20717	Staples	5/11/2022	Bill #3506698447--CSP and non-CSP Allowable Materials from Staples Bill #3506698444--CSP and non-CSP Allowable Materials from Staples Bill #3506698441-- Bill #3506698437--CSP and non-CSP Allowable Materials from Staples		\$ 2,376.95

Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	20718	Accountability and Compliance Resources	5/23/2022	Bill #6732--SIS Reporting Bill #6427--Contractor Bill #6577--Contractor Bill #6502--Contractor Bill #6655--Contractor		\$ 1,862.65
Check	20719	Axiom Analytics LLC	5/23/2022	Bill #21024--Transition and Software		\$ 1,797.92
Check	20720	Cooperative Educational Services	5/23/2022	Bill #050622--Support Services		\$ 300.65
Check	20721	DEX imaging	5/23/2022	Bill #AR7675677--Contractor		\$ 370.85
Check	20722	Mineral Tree	5/23/2022	Bill #INV44594--AP Software/Platform		\$ 2,500.00
Check	20723	Staples	5/23/2022	Bill #3507442786--CSP and non-CSP Allowable Materials from Staples Bill #3507442784--CSP and non-CSP Allowable Materials from Staples Bill #3507442787--CSP and non-CSP Allowable Materials from Staples		\$ 1,221.07
Check	20724	Staples Technology Solutions	5/23/2022	Bill #MMX681.--supplies Bill #MNC227.--supplies		\$23,057.30
Check	20725	Olga Flores De Arvilla	5/24/2022	Bill #013 & 014--contractor		\$ 1,785.00
Check	DB050222	NM PUBLIC SHOO LNMBBIZBP	5/2/2022	DB050222 - NMBBIZBP		\$ 760.45
Check	DB050222A	NM PUBLIC SHOO LNMBBIZBP	5/2/2022	DB050222A - NMBBIZBP		\$ 1,078.75
Check	DB050322	WEST MIAMI DEVELOP	5/3/2022	DB050322 - West Miami Develop		\$14,225.39
Check	DB050322A	YARDI SERVICE	5/3/2022	DB050322A - Yardi Service		\$ 0.95
Check	DB050322B	NMPSIA BENEFITS	5/3/2022	DB050322B - NMPSIA Benefits		\$ 571.36
Check	DB050322C	NMERB	5/3/2022	DB050322C - NMERB		\$ 6,324.00
Check	DB050322D	Public Service Company of NEW Mexico	5/3/2022	DB050322D - NM Public Service Company		\$ 10.00
Check	DB051322	New Mexico Gas Company	5/13/2022	DB051322 - NM Gas Company		\$ 222.48
Check	DB051822	PNM Electric Service	5/18/2022	DB051822 - PNM Electric Service		\$ 1,117.16
Check	DB051822A	COMCAST BUSINESS	5/18/2022	DB051822A - Comcast Business		\$ 231.56
Check	DB052022	Sheerwood Grand Ventures, Inc.	5/20/2022	DB052022-ABQ		\$ 160.00
Check	DB052022-1	Mitel Cloud Service	5/20/2022	DB052022-mitel		\$ 497.92
Check	DB052522	Water Utility Authority	5/25/2022	DB052522- water		\$ 469.28
Check	DB052522-1	Water Utility Authority	5/25/2022	DB052522- water		\$ 38.62



Voz Collegiate Preparatory Charter School
Academic Achievement Dashboard

Period
Key School Demographics

Student Enrollment	#
Male	23
Female	17
Free/Reduced Lunch	40
SPED	20
ELL	15

Staffing	#
FTE Teachers	2
Administrators	1
Other Staff	3
Total	6
Staff	6
Student Ratio	10:1

Parent Engagement	%
Home Visits	67%
Orientation	100%
Teacher Conference	87%
School Event	87%
Satisfied/Survey	93% Strongly/Agree

Attendance											
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
6 th Grade % Attendance	98%	95%	94%	95%	94%	95%	93%	96%	91%	95%	100%
7 th Grade % Attendance		100%	100%	100%	95%	95%	100%	96%	100%	97%	100%
8 th Grade % Attendance											

Attrition Rate: Staff											
Reasons for Leaving 1)	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Dismissed, 2) Grad Sch, 3) Move, 4) Other			1 - Dismissed								
Attrition Rate: Students											
Reasons for Leaving 1)	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Too Hard, 2) Too Strict, 3) Move, 4) Other							1 - Other				2 - Moved

