
Notice and Agenda

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

Thursday October 19, 2023, 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 September 21, 2023 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** of September 2023 Bank Rec and Check Register
 - 2. Discussion and consideration of **approval** of 2023-2024 BARs
 - i. EA Fellows
 - ii. CSGF Funds
 - iii. GOB BAR
 - iv. Additional BARs
 - 3. Finance Presentation
- E. Governance Committee Report
 - 1. Board Recruitment Update
 - 2. Board Training Update
 - 3. Discussion and consideration re-election of expired board terms
- F. School Foundation Report
- G. Head of School Report
 - 1. Facility update
 - 2. 40th day report
- H. Closing Business
 - 1. Next Scheduled Meeting: November 16, 2023
 - 2. Adjourn

Meeting Minutes

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

Thursday September 21, 2023, 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 – 6:01PM
 - 2. Roll Call – Board Members Bruce, Brejette, Celestina, Amanda, Arslan, Isaac, and Gabe in attendance. Dan Hill, Isaac Rivas Savell, Katie Rarick, Janessa Player in attendance.
 - 3. Discussion and consideration of **approval** of August 18, 2023 Meeting Minutes. Amanda moved. Brejette seconded. Unanimous approval.
- 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** of August 2023 Bank Rec and Check Register – Reilly made the motion. Katie E seconded. Unanimous approval.
 - 2. Discussion and consideration of **approval** of GASB 87 and GASB 96 Policies - Reilly made the motion. Isaac Romero made the second. Unanimous approval.
 - 3. Discussion and consideration of **approval** of FY23 Inventory – Reilly made the motion. Amanda seconded. Unanimous approval.
 - 4. Discussion and consideration of **approval** of 2023-2024 BARs – BARs at discretion of Chair.
 - i. EA Fellows
 - ii. CSGF Funds
 - iii. Additional BARs
 - 5. Finance Presentation
- E. Janessa Player gave an Academic Performance presentation
- F. Governance Committee Report
 - 1. Board Recruitment Update
 - 2. Board Training Update
 - 3. Discussion and consideration re-election of expired board terms – this was already completed last meeting
- G. School Foundation Report – Katie E gave report related to school foundation
- H. Head of School Report – Isaac Rivas-Savell gave update related to school operations
 - 1. Facility update



Collegiate Preparatory
Charter School

- I. Closing Business
 1. Next Scheduled Meeting: October 19, 2023
 2. Adjourn – 6:47PM

Bank Reconciliation GL Detail - Voz Collegiate Preparatory Charter School

As of 09/30/2023

Bank Account	PostingDate	Description	Debit (+)	Credit (-)	Notes
11884	8/28/2023	Reference Number: SPVC19; Invoice #: 6767; Vendor: LSG and Associates Inc; Memo:		\$ 1,518.75	
11884	8/31/2023	Check #: 10035; Invoice #: 8.25.2023; Vendor: Janessa Player; Memo:		\$ 750.00	
11884	8/31/2023	Reference Number: SPVC20; Invoice #: 3544899722; Vendor: Staples; Memo:		\$ 922.00	
11884	8/31/2023	Reference Number: SPVC20; Invoice #: 3544899723; Vendor: Staples; Memo:		\$ 131.61	
11884	8/31/2023	Reference Number: SPVC21; Invoice #: 1370; Vendor: JMP Academy of Professional Development; Memo:		\$ 533.95	
11884	8/31/2023	Reference Number: SPVC21; Invoice #: 1355; Vendor: JMP Academy of Professional Development; Memo:		\$ 533.95	
11884	9/1/2023	Facebook		\$ 43.00	
11884	9/5/2023	Yardi Service Ch WEB PMTS VOZ Preparatory School KKYPSB		\$ 0.95	
11884	9/5/2023	WESTMIAMIDEVELOP WEB PMTS VOZ Preparatory School 6G3SSB		\$ 14,902.49	
11884	9/5/2023	Facebook		\$ 42.71	
11884	9/5/2023	Facebook		\$ 41.51	
11884	9/5/2023	Facebook		\$ 41.66	
11884	9/5/2023	Facebook		\$ 45.40	
11884	9/5/2023	NMPSIA BENEFITS NMBBIZBP VOZ COLLEGIATE PREPARA TRAN#47		\$ 4,136.98	
11884	9/5/2023	RH PAYMENT		\$ 2,136.67	
11884	9/6/2023	Reference Number: SPVC22; Invoice #: 27790; Vendor: MineralTree; Memo:		\$ 163.90	
11884	9/6/2023	Reference Number: SPACH20; Invoice #: 1253; Vendor: William Rodriguez Jr; Memo:		\$ 2,999.00	
11884	9/6/2023	Reference Number: SPVC23; Invoice #: 3546033910; Vendor: Staples; Memo:		\$ 602.50	
11884	9/6/2023	Reference Number: SPVC23; Invoice #: 3546033908; Vendor: Staples; Memo:		\$ 38.61	
11884	9/6/2023	Reference Number: SPVC23; Invoice #: 3546033914; Vendor: Staples; Memo:		\$ 38.90	
11884	9/6/2023	Reference Number: SPVC23; Invoice #: 3546033911; Vendor: Staples; Memo:		\$ 4,227.40	
11884	9/6/2023	Reference Number: SPVC23; Invoice #: 3546033913; Vendor: Staples; Memo:		\$ 15.80	
11884	9/6/2023	Reference Number: SPACH21; Invoice #: NMX09230335; Vendor: Crataegus LLC.; Memo:		\$ 2,434.11	
11884	9/6/2023	Facebook		\$ 44.30	
11884	9/7/2023	Reference Number: SPACH22; Invoice #: 21175; Vendor: Axiom Analytics; Memo:		\$ 5,553.00	
11884	9/7/2023	Facebook		\$ 43.35	
11884	9/8/2023	Facebook		\$ 42.99	
11884	9/11/2023	Facebook		\$ 41.16	
11884	9/11/2023	Facebook		\$ 42.96	
11884	9/12/2023	ADT Payment		\$ 170.96	
11884	9/12/2023	Facebook		\$ 41.20	
11884	9/12/2023	Facebook		\$ 45.34	
11884	9/12/2023	APS PAYMENTS VOZ PREP VOZ COLL PREP	\$ 124,344.08		
11884	9/12/2023	ERB PAYMENT		\$ 20,547.69	
11884	9/13/2023	Facebook		\$ 44.20	
11884	9/14/2023	Mosaic Processing Fee		\$ 210.00	
11884	9/14/2023	NM GAS COMPANY nmgas bl VOZ COLLEGIATE PREPARA 163271091180647		\$ 63.12	
11884	9/14/2023	PNM ELECTRIC SER ele/gs bl VOZ COLLEGIATE PREPARA 188139020275813		\$ 1,767.34	
11884	9/14/2023	Facebook		\$ 43.34	
11884	9/15/2023	Facebook		\$ 42.90	
11884	9/15/2023	ZOOM.COM		\$ 322.72	
11884	9/15/2023	09_15 NET PAYROLL		\$ 27,126.62	
11884	9/15/2023	09_15 PAYROLL TAXES		\$ 5,528.78	
11884	9/18/2023	Facebook		\$ 41.59	
11884	9/18/2023	Facebook		\$ 41.56	
11884	9/18/2023	Facebook		\$ 42.40	
11884	9/18/2023	COMCAST 8497950 930657803 ISAAC *RIVAS SAVELL		\$ 272.95	
11884	9/19/2023	Facebook		\$ 45.35	

11884	9/20/2023	MITEL CLOUD SERV MITEL.COM ISAAC RIVAS-SAVELL M43700205489		\$	527.98
11884	9/20/2023	Facebook		\$	44.15
11884	9/20/2023	Facebook		\$	61.70
11884	9/20/2023	BERNALILLO COUNT DISTR_PYMT HB-33		\$	51.68
11884	9/20/2023	SANDOVAL COUNTY DECEMBER 2022 DISTRIBUTION HB-33		\$	2.55
11884	9/21/2023	Facebook		\$	39.75
11884	9/22/2023	Facebook		\$	41.60
11884	9/25/2023	Reference Number: SPACH23; Invoice #: INV0013311; Vendor: Eduporium; Memo:		\$	1,669.23
11884	9/25/2023	Reference Number: SPACH24; Invoice #: 1219; Vendor: ACES - Assoc of Charter School Education Serv; Memo:		\$	1,869.74
11884	9/25/2023	Facebook		\$	42.92
11884	9/25/2023	Facebook		\$	41.84
11884	9/25/2023	Facebook		\$	43.51
11884	9/26/2023	Facebook		\$	44.14
11884	9/26/2023	OST SEPT 2023		\$	5,392.80
11884	9/27/2023	Facebook		\$	44.82
11884	9/27/2023	Instructional Materials FY24		\$	1,154.09
11884	9/27/2023	VISTAPRINT		\$	662.96
11884	9/28/2023	Reference Number: SPACH25; Invoice #: 11718; Vendor: ACES - Assoc of Charter School Education Serv; Memo:		\$	562.94
11884	9/28/2023	Reference Number: SPACH25; Invoice #: 11718; Vendor: ACES - Assoc of Charter School Education Serv; Memo:		\$	356.53
11884	9/28/2023	Reference Number: SPACH25; Invoice #: 11718; Vendor: ACES - Assoc of Charter School Education Serv; Memo:		\$	206.41
11884	9/28/2023	ABCWUA Water Aut WEB PAY Voz Collegiate Prepara 8456939560		\$	42.39
11884	9/28/2023	ABCWUA Water Aut WEB PAY Voz Collegiate Prepara 1556939560		\$	70.62
11884	9/28/2023	Facebook		\$	43.92
11884	9/28/2023	PAYROLL TAX ADJUSTMENT		\$	34.50
11884	9/29/2023	Facebook		\$	41.75
11884	9/29/2023	NMB&T SERVICE FEE		\$	20.00
11884	9/29/2023	09_29 NET PAYROLL		\$	30,669.87
11884	9/29/2023	09_29 PAYROLL TAXES		\$	5,468.50

Cleared Subtotal

\$ 130,945.20 \$ 141,119.44

8/16/2023	Check #: 10032; Invoice #: 000074; Vendor: Outpost Consulting; Memo:	\$	97.09
8/28/2023	Check #: 10034; Invoice #: 9257; Vendor: DJs Plumbing and Mechanical LLC; Memo:	\$	747.79
8/31/2023	Check #: 10035; Invoice #: 8.25.2023; Vendor: Janessa Player; Memo:	\$	750.00
8/31/2023	Check #: 10035; Invoice #: 8.25.2023; Vendor: Janessa Player; Memo:	\$	700.51
8/31/2023	Check #: 10036; Invoice #: FIT 4-23; Vendor: New Mexico Functional Integrative Therapies; Memo:	\$	173.02
8/31/2023	Check #: 10036; Invoice #: FIT 5-23; Vendor: New Mexico Functional Integrative Therapies; Memo:	\$	346.04
9/6/2023	Reference Number: 10038; Invoice #: SI-23-034631; Vendor: Unite Private Networks LLC; Memo:	\$	767.35
9/6/2023	Reference Number: 10039; Invoice #: 36-049161; Vendor: Cooperative Educational Services; Memo:	\$	2,015.77
9/6/2023	Reference Number: 10039; Invoice #: 36-049161; Vendor: Cooperative Educational Services; Memo:	\$	90.93
9/6/2023	Reference Number: 10039; Invoice #: 049067; Vendor: Cooperative Educational Services; Memo:	\$	90.94
9/6/2023	Reference Number: 10040; Invoice #: 1132; Vendor: Education Under the Hill LLC; Memo:	\$	215.25
9/7/2023	Reference Number: 10041; Invoice #: 6754; Vendor: Herrera Coaches Inc. (c-corp); Memo:	\$	5,400.00
9/5/2023	Check #: 99382681 Vendor: Amazon	\$	16.98
9/5/2023	Check #: 99383027 Vendor: Amazon	\$	22.98
9/5/2023	Check #: 99383520 Vendor: Amazon	\$	26.97
9/5/2023	Check #: 99383926 Vendor: Amazon	\$	23.98
9/5/2023	Check #: 99408385 Vendor: Amazon	\$	42.97
9/7/2023	Check #: 99339856 Vendor: Amazon	\$	67.94
9/7/2023	Check #: 99679690 Vendor: Amazon	\$	76.24
9/26/2023	Check #: 99070869 Vendor: Amazon	\$	16.98
9/26/2023	Check #: 99071021 Vendor: Amazon	\$	33.98
9/27/2023	Check #: 99384608 Vendor: Amazon	\$	34.95
9/27/2023	Check #: 99432625 Vendor: Amazon	\$	89.97

9/28/2023 Check #: 99400624 Vendor: Amazon	\$	89.97
9/28/2023 Check #: 99752035 Vendor: Amazon	\$	151.90

Total Deposits/Disbursements	Cleared Checks	\$	12,090.50
		\$	130,945.20
		\$	153,209.94

NM Bank Beginning Balance	\$	165,865.13
Cash Receipts	\$	130,945.20
Cash Disbursement	\$	(153,209.94)
Reconciled Amount	\$	143,600.39

8/4/2023 Reference Number: SPVC10; Invoice #: 137005; Vendor: BULK BOOKSTORE; Memo:	\$	1,398.00
8/4/2023 Check #: 10029; Invoice #: 23-002621; Vendor: Albuquerque Fire Rescue - Fire Marshalls Offi; Memo:	\$	400.00
8/4/2023 Check #: 10031; Invoice #: 1253; Vendor: William Rodriguez Jr; Memo:	\$	2,999.00
8/16/2023 Reference Number: SPVC17; Invoice #: 26475; Vendor: MineralTree; Memo:	\$	61.70
9/25/2023 Reference Number: 10042; Invoice #: 6840; Vendor: Herrera Coaches Inc. (c-corp); Memo:	\$	375.00
9/25/2023 Reference Number: 10042; Invoice #: 6822; Vendor: Herrera Coaches Inc. (c-corp); Memo:	\$	5,400.00
9/25/2023 Reference Number: 10043; Invoice #: 22-1893; Vendor: Albuquerque Municipal School District No. 12; Memo:	\$	10,574.70
9/25/2023 Reference Number: 10044; Invoice #: 36-049067; Vendor: Cooperative Educational Services; Memo:	\$	90.94
9/25/2023 Reference Number: 10044; Invoice #: 36-049295; Vendor: Cooperative Educational Services; Memo:	\$	1,447.40
9/25/2023 Reference Number: 10044; Invoice #: 36-049295; Vendor: Cooperative Educational Services; Memo:	\$	439.52
9/25/2023 Reference Number: SPVC24; Invoice #: AR10012817; Vendor: DEX imaging; Memo:	\$	409.33
9/28/2023 Reference Number: SPVC25; Invoice #: 3547685270; Vendor: Staples; Memo:	\$	12.78
9/28/2023 Reference Number: SPVC25; Invoice #: 3547685271; Vendor: Staples; Memo:	\$	12.88
9/28/2023 Reference Number: SPVC25; Invoice #: 3547685268; Vendor: Staples; Memo:	\$	33.92
9/28/2023 Reference Number: SPVC25; Invoice #: 3547685269; Vendor: Staples; Memo:	\$	55.28
9/28/2023 Reference Number: SPVC25; Invoice #: 3547685267; Vendor: Staples; Memo:	\$	2,214.87
9/29/2023 Reference Number: SPACH26; Invoice #: 1265; Vendor: William Rodriguez Jr; Memo:	\$	2,999.00
9/29/2023 Reference Number: SPACH26; Invoice #: 1276; Vendor: William Rodriguez Jr; Memo:	\$	2,999.00
Outstanding Payment Total	\$	23,186.26
Unreconciled Amount	\$	120,414.13



Voz Collegiate

Sep-23

Vendor Name	Payment Date	Payment Source	Payment Method	Reporting Currency	Payment Total (Reporting)
Charter School Nursing Services (s-corp)	9/6/2023	Platform	Check	USD	\$ 2,181.94
Cooperative Educational Services	9/6/2023	Platform	Check	USD	\$ 2,197.64
Crataegus LLC.	9/6/2023	Platform	ACH	USD	\$ 2,434.11
Education Under the Hill LLC	9/6/2023	Platform	Check	USD	\$ 215.25
MineralTree	9/6/2023	Platform	Virtual Card	USD	\$ 163.90
Staples	9/6/2023	Platform	Virtual Card	USD	\$ 4,923.21
Unite Private Networks LLC	9/6/2023	Platform	Check	USD	\$ 767.35
William Rodriguez Jr	9/6/2023	Platform	ACH	USD	\$ 2,999.00
Axiom Analytics	9/7/2023	Platform	ACH	USD	\$ 5,553.00
Herrera Coaches Inc. (c-corp)	9/7/2023	Platform	Check	USD	\$ 5,400.00
ACES - Assoc of Charter School Education Serv	9/25/2023	Platform	ACH	USD	\$ 1,869.74
Albuquerque Municipal School District No. 12	9/25/2023	Platform	Check	USD	\$ 10,574.70
Cooperative Educational Services	9/25/2023	Platform	Check	USD	\$ 1,977.86
DEX imaging	9/25/2023	Platform	Virtual Card	USD	\$ 409.33
Eduporium	9/25/2023	Platform	ACH	USD	\$ 1,669.23
Herrera Coaches Inc. (c-corp)	9/25/2023	Platform	Check	USD	\$ 5,775.00
ACES - Assoc of Charter School Education Serv	9/28/2023	Platform	ACH	USD	\$ 1,125.88
Staples	9/28/2023	Platform	Virtual Card	USD	\$ 2,329.73
William Rodriguez Jr	9/29/2023	Platform	ACH	USD	\$ 5,998.00
Total					\$ 58,564.87

ACH

Vendor Name	Payment Date	Payment Source	Payment Method	Reporting Currency	Payment Total (Reporting)
Facebook	9/1/2023	Pinnacle Bank	ACH	USD	\$ 43.00
Yardi Service Ch WEB PMTS VOZ Preparatory School KKYPSB	9/5/2023	Pinnacle Bank	ACH	USD	\$ 0.95
WESTMIAMIDEVELOP WEB PMTS VOZ Preparatory School 6G3SSB	9/5/2023	Pinnacle Bank	ACH	USD	\$ 14,902.49

Facebook	9/5/2023	Pinnacle Bank	ACH	USD	\$	42.71
Facebook	9/5/2023	Pinnacle Bank	ACH	USD	\$	41.51
Facebook	9/5/2023	Pinnacle Bank	ACH	USD	\$	41.66
Facebook	9/5/2023	Pinnacle Bank	ACH	USD	\$	45.40
NMPSIA BENEFITS NMBBIZBP VOZ COLLEGIATE PREPARA TRAN#47	9/5/2023	Pinnacle Bank	ACH	USD	\$	4,136.98
RH PAYMENT	9/5/2023	Pinnacle Bank	ACH	USD	\$	2,136.67
Facebook	9/6/2023	Pinnacle Bank	ACH	USD	\$	44.30
Facebook	9/7/2023	Pinnacle Bank	ACH	USD	\$	43.35
Facebook	9/8/2023	Pinnacle Bank	ACH	USD	\$	42.99
Facebook	9/11/2023	Pinnacle Bank	ACH	USD	\$	41.16
Facebook	9/11/2023	Pinnacle Bank	ACH	USD	\$	42.96
ADT Payment	9/12/2023	Pinnacle Bank	ACH	USD	\$	170.96
Facebook	9/12/2023	Pinnacle Bank	ACH	USD	\$	41.20
Facebook	9/12/2023	Pinnacle Bank	ACH	USD	\$	45.34
ERB PAYMENT	9/12/2023	Pinnacle Bank	ACH	USD	\$	20,547.69
Facebook	9/13/2023	Pinnacle Bank	ACH	USD	\$	44.20
Mosaic Processing Fee	9/14/2023	Pinnacle Bank	ACH	USD	\$	210.00
NM GAS COMPANY nmgas bl VOZ COLLEGIATE PREPARA 1632710911806	9/14/2023	Pinnacle Bank	ACH	USD	\$	63.12
PNM ELECTRIC SER ele/gs bl VOZ COLLEGIATE PREPARA 1881390202758	9/14/2023	Pinnacle Bank	ACH	USD	\$	1,767.34
Facebook	9/14/2023	Pinnacle Bank	ACH	USD	\$	43.34
Facebook	9/15/2023	Pinnacle Bank	ACH	USD	\$	42.90
ZOOM.COM	9/15/2023	Pinnacle Bank	ACH	USD	\$	322.72
Facebook	9/18/2023	Pinnacle Bank	ACH	USD	\$	41.59
Facebook	9/18/2023	Pinnacle Bank	ACH	USD	\$	41.56
Facebook	9/18/2023	Pinnacle Bank	ACH	USD	\$	42.40
COMCAST 8497950 930657803 ISAAC *RIVAS SAVELL	9/18/2023	Pinnacle Bank	ACH	USD	\$	272.95
Facebook	9/19/2023	Pinnacle Bank	ACH	USD	\$	45.35
MITEL CLOUD SERV MITEL.COM ISAAC RIVAS-SAVELL M43700205489	9/20/2023	Pinnacle Bank	ACH	USD	\$	527.98
Facebook	9/20/2023	Pinnacle Bank	ACH	USD	\$	44.15
Facebook	9/20/2023	Pinnacle Bank	ACH	USD	\$	61.70
Facebook	9/21/2023	Pinnacle Bank	ACH	USD	\$	39.75
Facebook	9/22/2023	Pinnacle Bank	ACH	USD	\$	41.60
Facebook	9/25/2023	Pinnacle Bank	ACH	USD	\$	42.92
Facebook	9/25/2023	Pinnacle Bank	ACH	USD	\$	41.84

Facebook	9/25/2023	Pinnacle Bank	ACH	USD	\$	43.51
Facebook	9/26/2023	Pinnacle Bank	ACH	USD	\$	44.14
Facebook	9/27/2023	Pinnacle Bank	ACH	USD	\$	44.82
VISTAPRINT	9/27/2023	Pinnacle Bank	ACH	USD	\$	662.96
ABCWUA Water Aut WEB PAY Voz Collegiate Prepara 8456939560	9/28/2023	Pinnacle Bank	ACH	USD	\$	42.39
ABCWUA Water Aut WEB PAY Voz Collegiate Prepara 1556939560	9/28/2023	Pinnacle Bank	ACH	USD	\$	70.62
Facebook	9/28/2023	Pinnacle Bank	ACH	USD	\$	43.92
PAYROLL TAX ADJUSTMENT	9/28/2023	Pinnacle Bank	ACH	USD	\$	34.50
Facebook	9/29/2023	Pinnacle Bank	ACH	USD	\$	41.75
NMB&T SERVICE FEE	9/29/2023	Pinnacle Bank	ACH	USD	\$	20.00
Total					\$	47,197.34
Grand Total					\$	105,762.21

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: 001-709-2324-0001-IB

Fund Type: Direct Grant

Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Voz Collegiate Preparatory Charter

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@axiomanalytics.org

FLOWTHROUGH ONLY	
Budget Period: 2023-07-01	To: 2024-06-30
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 26107.0000.43214 \$188,400

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26107 REC/District Fiscal Agent	1000 Instruction	51100 Salaries Expense	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	1711 Instructional Assistants - Grades 1-12		\$172,000	\$172,000	4.00
26107 REC/District Fiscal Agent	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	1411 Teachers-Grades 1-12		\$5,120	\$5,120	
26107 REC/District Fiscal Agent	1000 Instruction	53330 Professional Development	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	0000 No Job Class		\$10,240	\$10,240	
26107 REC/District Fiscal Agent	1000 Instruction	53711 Other Charges	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	0000 No Job Class		\$1,040	\$1,040	
Sub Total							\$188,400		4.00
Indirect Cost									
DOC. TOTAL							\$188,400		

Justification:

ED Fellows award

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.

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: 001-709-2324-0001-IB
Fund Type: Direct Grant
Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Voz Collegiate Preparatory Charter

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@axiomanalytics.org

FLOWTHROUGH ONLY	
Budget Period: 2023-07-01	To: 2024-06-30
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 26107.0000.43214 \$188,400

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26107 REC/District Fiscal Agent	1000 Instruction	51100 Salaries Expense	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	1711 Instructional Assistants - Grades 1-12		\$172,000	\$172,000	4.00
26107 REC/District Fiscal Agent	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	1411 Teachers-Grades 1-12		\$5,120	\$5,120	
26107 REC/District Fiscal Agent	1000 Instruction	53330 Professional Development	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	0000 No Job Class		\$10,240	\$10,240	
26107 REC/District Fiscal Agent	1000 Instruction	53711 Other Charges	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	0000 No Job Class		\$1,040	\$1,040	
Sub Total							\$188,400		4.00
Indirect Cost									
DOC. TOTAL							\$188,400		

Justification:

ED Fellows award

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.

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: 001-709-2324-0004-IB
 Fund Type: Capital Outlay
 Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Voz Collegiate Preparatory Charter

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@axiomanalytics.org

FLOWTHROUGH ONLY
Budget Period: 2023-07-01 To: 2024-06-30
A. Approved Carryover:
B. Total Current Year Allocation:
D. Total Funding Available:

Revenue 27107.0000.43202 \$2,908

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27107 27107 GOB Library	2200 Support Services- Instruction	56114 Library And Audio-Visual	1010 Regular Education (PreK-12) Programs	001709 Voz Collegiate Preparatory Charter	0000 No Job Class		\$2,908	\$2,908	
Sub Total							\$2,908		
Indirect Cost									
DOC. TOTAL							\$2,908		

Justification:

GOB allocation from PED

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.



Voz Collegiate Charter School

Katie Rarick

October 19, 2023

October Forecast



FY24 Forecast

**Voz Collegiate
Income Statement
Current Forecast**

	YTD		Budget	
	Actual YTD	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast
SUMMARY				
Revenue				
Revenue from Local Sources	264,141	786,884	586,884	(200,000)
Revenue From State Sources	396,991	1,467,615	1,474,161	6,546
Revenue from Federal Sources	-	-	50,000	50,000
Other Financing Sources	-	-	-	-
Other Items	-	-	-	-
Total Revenue	661,132	2,254,499	2,111,045	(143,454)
Expenses				
Personnel Services-Compensation	223,541	880,652	825,839	54,813
Personnel Services-Employee Benefits	57,821	271,743	234,079	37,664
Professional and Technical Services	100,032	300,346	317,852	(17,506)
Purchased Property Services	59,928	169,902	229,088	(59,186)
Other Purchased Services	59,952	105,536	205,385	(99,849)
Supplies	61,357	210,079	145,582	64,497
Property	55,664	91,941	62,938	29,003
Debt Service & Miscellaneous	-	-	-	-
Total Expenses	618,295	2,030,198	2,020,762	9,436
Operating Income	42,836	224,301	90,283	(134,018)
Fund Balance				
Beginning Balance (Unaudited)		33,000	33,000	
Operating Income		224,301	90,283	
Ending Fund Balance		257,301	123,283	

- Updated revenue
 - Based on 87 students on 40th day
 - 200k in CSGF hitting in next 2 years
 - 50k in estimated USDA funding
- Updated Expenses
 - Actual Payroll
 - Actual Medical
 - Removed one staff member
- As of now we are estimating a fund balance of 100k, but it depends on lease and moving expenses



Cash Flow

	Most Recent Closed Month		Year 1 2023-24 Projected & Actuals									
	Forecast	YTD Actuals	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
			Actuals	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Beginning Cash			165,865	143,600	133,369	144,187	179,456	201,024	187,230	161,210	147,415	119,995
REVENUE												
Revenue from Local Sources	586,884	264,141	-	30,860	30,860	30,860	30,860	30,860	30,860	30,860	30,860	75,860
Revenue From State Sources	1,474,161	396,991	130,945	137,677	137,677	162,127	137,677	102,315	90,090	102,315	90,090	110,035
Revenue from Federal Sources	50,000	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	10,000
Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Other Items	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	2,111,045	661,132	130,945	173,538	173,538	197,988	173,538	138,175	125,950	138,175	125,950	195,896
EXPENSES												
Personnel Services-Compensation	825,839	223,541	77,708	67,211	67,211	67,211	67,211	67,211	67,211	67,211	67,211	67,211
Personnel Services-Employee Benefits	234,079	57,821	19,619	19,584	19,584	19,584	19,584	19,584	19,584	19,584	19,584	19,584
Professional and Technical Services	317,852	100,032	21,545	36,618	22,841	22,841	22,841	22,841	22,841	22,841	22,741	21,412
Purchased Property Services	229,088	59,928	19,963	18,947	18,947	18,947	18,947	18,947	18,947	18,947	18,947	17,580
Other Purchased Services	205,385	59,952	28,016	17,815	17,815	17,815	17,815	17,815	17,815	17,815	19,315	1,415
Supplies	145,582	61,357	10,065	16,320	16,320	16,320	5,571	5,571	5,571	5,571	5,571	6,256
Property	62,938	55,664	8,112	7,274	-	-	-	-	-	-	-	-
Debt Service & Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	2,020,762	618,295	185,027	183,769	162,719	162,719	151,970	151,970	151,970	151,970	153,370	133,458
Operating Cash Inflow (Outflow)	90,283	42,836	(54,082)	(10,232)	10,819	35,269	21,568	(13,795)	(26,020)	(13,795)	(27,420)	62,438
Other Adjustments			31,817	-	-	-	-	-	-	-	-	-
Ending Cash			143,600	133,369	144,187	179,456	201,024	187,230	161,210	147,415	119,995	182,433
Days Cash on Hand			23	22	27	33	40	37	32	29	23	41



Cash Flow



- Overall we fluctuate between \$100k and \$200k
- We will see a decrease in revenue in Feb due enrollment numbers





Next Steps

➤ Accomplishments

- We have a path to a strong fund balance

➤ Next 30 days

- Finish the Audit
- Continue to draw down on our federal funds

➤ Future Items

- Keep to the current budget
- Continue to look for funding options

