

**21st Century Public Academy  
Governance Council Meeting  
Posted May 23, 2019**

**Agenda for May 28, 2019  
Special Meeting will be held at 5:30 pm  
4300 Cutler NE  
Albuquerque, NM 87110**

**PUBLIC WELCOME**

**Call Meeting to Order  
Roll Call  
Approval of Agenda\***

**Open Forum**

**I. FINANCE**

**APPROVAL OF BARS\***

**001-027-1819-0035-M  
001-027-1819-0036-I  
001-027-1819-0037-I  
001-027-1819-0038-I  
001-027-1819-0039-I  
001-027-1819-0040-I  
001-027-1819-0041-I**

**PREAPPROVAL OF BARS FOR EOY\***

**Next Meeting: June 3rd  
Adjourn Special Meeting**

**(\*) Action Item**

Pursuant to the 21<sup>st</sup> Century Public Academy Governance Council Open Meeting Policy Resolution of 9-1-2015:

- Proper and required notification to the public has occurred,
- This is a Special Meeting of the 21<sup>st</sup> Century Public Academy Governance Council requiring a minimum 72 hours public notice and that requirement has been met,
- If you wish to attend contact 21<sup>st</sup> Century Public Academy Office at telephone number (505) 254-0280 for further information,
- 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 participate in the meeting, please contact 21<sup>st</sup> Century Public Academy at 505-254-0280 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact 21<sup>st</sup> Century Public Academy at 505-254-0280 if a summary or other type of accessible format is needed.

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: 001-027-1819-0035-M  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Maintenance

Fiscal Year: 2018-2019

Entity Name: Twenty-First Century Charter

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

Contact: Zach Kirchgessner, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7721

Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2400 Support Services-School Administration	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$62,564	(\$62,564)		
11000 Operational	2500 Central Services	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$14,606	(\$7,000)	\$7,606	
11000 Operational	2600 Operation & Maintenance of Plant	53711 Other Charges	0000 No Program	0000 No Job Class		\$29,556	\$29,556	
11000 Operational	2600 Operation & Maintenance of Plant	55200 Property/Liability Insurance	0000 No Program	0000 No Job Class	\$21,234	\$38,008	\$59,242	
11000 Operational	2900 Other Support Services	58211 Tax Liability/Penalty	0000 No Program	0000 No Job Class	\$823	\$2,000	\$2,823	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$0</b>		

**Justification:**

To match budget to current expenditures.

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: 001-027-1819-0036-I  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: Twenty-First Century Charter

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

Contact: Zach Kirchgessner, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7721

Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 31700.0000.43202 \$6,125

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31700 Capital Improvements SB-9	4000 Capital Outlay	54315 Maintenance & Repair - Bldgs/GrnDs/Equipment (SB-9)	0000 No Program	0000 No Job Class		\$1,000	\$1,000	
31700 Capital Improvements SB-9	4000 Capital Outlay	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class	\$12,205	\$5,125	\$17,330	
Sub Total						\$6,125		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$6,125</b>		

**Justification:**

Per Award Letter

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: 001-027-1819-0037-I  
Fund Type: General Fund / Capital Outlay / Debt Service  
Adjustment Type: Increase

Fiscal Year: 2018-2019  
Adjustment Changes Intent/Scope of Program Yes or No?: No  
Total Approved Budget (Flowthrough):

Entity Name: Twenty-First Century Charter  
Contact: Zach Kirchgessner, Business Manager  
Phone: 505-938-7721  
Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>
Budget Period: Jul 1 2018 12:00AM To: Jun 30 2019 12:00AM
A. Approved Carryover:
B. Total Current Year Allocation:
D. Total Funding Available:

Revenue 21000.0000,41604 \$2,985

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21000 Food Services	3100 Food Services Operations	55914 Contracts - Interagency	0000 No Program	0000 No Job Class	\$2,211	\$2,985	\$5,196	
Sub Total						\$2,985		
Indirect Cost								
DOC. TOTAL						\$2,985		

**Justification:**

To create budget for revenue received and projected.

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: 001-027-1819-0038-I  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Increase

Fiscal Year: 2018-2019  
 Adjustment Changes Intent/Scope of Program Yes or No?: No  
 Total Approved Budget (Flowthrough):

Entity Name: Twenty-First Century Charter  
 Contact: Zach Kirchgessner, Business Manager  
 Phone: 505-938-7721  
 Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.41701 \$7,453

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2100 Support Services-Students	53213 Occupational Therapists - Contracted	2000 Special Programs	0000 No Job Class	\$27,600	\$3,453	\$31,053	
11000 Operational	2200 Support Services-Instruction	55915 Other Contract Services	0000 No Program	0000 No Job Class	\$16,800	\$4,000	\$20,800	
Sub Total						\$7,453		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$7,453</b>		

**Justification:**

To increase budget due to revenue received and projected.

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: 001-027-1819-0039-I  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: Twenty-First Century Charter

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

Contact: Zach Kirchgessner, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7721

Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 23000.0000.41701 \$18,583

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
23000 Non-Instructional Support	1000 Instruction	53711 Other Charges	0000 No Program	0000 No Job Class	\$4,387	\$10,000	\$14,387	
23000 Non-Instructional Support	1000 Instruction	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$1,000	\$8,583	\$9,583	
Sub Total						\$18,583		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$18,583</b>		

**Justification:**

To increase budget due to revenue received and projected.

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: 001-027-1819-0040-I  
 Fund Type: Direct Grant  
 Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: Twenty-First Century Charter

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

Contact: Zach Kirchgessner, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7721

Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 25153.0000.44301      \$3,667

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
25153 Title XIX MEDICAL D 3/21 Years	2100 Support Services-Students	53414 Other Services	0000 No Program	0000 No Job Class	\$8,859	\$3,667	\$12,526	
					Sub Total	\$3,667		
					Indirect Cost			
					<b>DOC. TOTAL</b>	<b>\$3,667</b>		

**Justification:**

To budget revenue received.

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: 001-027-1819-0041-I  
 Fund Type: General Fund / Capital Outlay / Debt Service  
 Adjustment Type: Increase

Fiscal Year: 2018-2019

Entity Name: Twenty-First Century Charter

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

Contact: Zach Kirchgessner, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7721

Email: zach@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.41920 \$1,143

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000	1000 Instruction	51100 Salaries Expense	0000 No Program	1612 Substitutes-Other Leave	\$10,000	\$1,143	\$11,143	
Sub Total						\$1,143		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$1,143</b>		

**Justification:**

To increase budget due to revenue received and projected.

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.