

AGENDA

Sandoval Academy of Bilingual Education (SABE)
Governing Board Special Meeting

Location:	Via Google Meet
Date:	Wednesday, March 20, 2024
Time:	6:30 pm
Future Meeting Date:	Wednesday, April 17, 2024

Governing Council Members:

Becky A. Torres, President; Brennan Divett, Vice President; Lisa Spangler, Treasurer; Scott Heller, Secretary; Mario Martinez, Member

Others: Jackie Rodriguez – Executive Director/Principal; Felicitas Reyes – Principal/Special Services Director; Ashley Wolfel, Business Manager (Vigil Group); Esteban Cole, Operations Coordinator/Teacher (Administrative Intern); Ashley Torres, Teacher (Administrative Intern)

Agenda details:

1. Call to Order
2. Approval of Agenda
3. Action Items:
 - a. BAR 30-IB Behavioral Health Support Grant increase
 - b. BAR 40-I Universal Free School Lunch increase
 - c. BAR 41-M Maintenance BAR to move funds into restricted expenditure line
 - d. BAR 42-T Transfer BAR to move funds into restricted expenditure line
4. Discussion Items
5. Public Comment
6. Announcements
7. Adjourn

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: 563-000-2324-0030-IB
Fund Type: Flowthrough
Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Sandoval Academy of Bilingual Education

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

Contact: Ashley Wolfel, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7731

Email: ashley@vigilgroup.net

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

Revenue 27583.0000.43202 \$25,000

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27583 Behavioral health support Laws of 2023, 1st Session, Chap 210, Sec 5, p. 219-222	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class		\$17,000	\$17,000	
27583 Behavioral health support Laws of 2023, 1st Session, Chap 210, Sec 5, p. 219-222	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	1218 School/Student Support		\$8,000	\$8,000	
Sub Total							\$25,000		
Indirect Cost									
DOC. TOTAL							\$25,000		

Justification:

To budget in funds per PED spreadsheet.

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.

Approvals by Digital Signature		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Ashley Wolfel	Business Manager	3/18/2024 9:55:29 AM

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: 563-000-2324-0040-I
Fund Type: General Fund / Capital Outlay / Debt Service
Adjustment Type: Increase

Fiscal Year: 2023-2024

Entity Name: Sandoval Academy of Bilingual Education

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

Contact: Ashley Wolfel, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7731

Email: ashley@vigilgroup.net

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

Revenue 21100.0000.43203 \$76,508

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21100 Universal Free Lunch (State funded)	3100 Food Services Operations	56116 Food	0000 No Program	563001 Sandoval Academy of Bilingual Education- Admin Office	0000 No Job Class	\$37,218	\$76,508	\$113,726	
						Sub Total	\$76,508		
						Indirect Cost			
						DOC. TOTAL	\$76,508		

Justification:

To increase budget per PED Spreadsheet.

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

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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: 563-000-2324-0041-M
Fund Type: General Fund / Capital Outlay / Debt Service
Adjustment Type: Maintenance

Fiscal Year: 2023-2024

Entity Name: Sandoval Academy of Bilingual Education

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

Contact: Ashley Wolfel, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7731

Email: ashley@vigilgroup.net

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

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2200 Support Services-Instruction	53414 Other Services	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$6,300	(\$5,000)	\$1,300	
11000 Operational	2300 Support Services-General Administration	55400 Advertising	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$25,000	(\$4,000)	\$21,000	
11000 Operational	2500 Central Services	53414 Other Services	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$97,424	(\$4,400)	\$93,024	
11000 Operational	2600 Operation & Maintenance of Plant	54412 Natural Gas (Buildings)	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$9,000	(\$5,000)	\$4,000	
11000 Operational	2100 Support Services-Students	53330 Professional Development	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$911	\$3,546	\$4,457	
11000 Operational	2900 Other Support Services	58215 Restricted Expenditures	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class		\$14,854	\$14,854	
Sub Total							\$0		
Indirect Cost									
DOC. TOTAL							\$0		

Justification:

To adjust budget to match anticipated expenditures.

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

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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: 563-000-2324-0042-T
Fund Type: General Fund / Capital
Outlay / Debt Service
Adjustment Type: Transfer

Fiscal Year: 2023-2024

Entity Name: Sandoval Academy of Bilingual Education

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

Contact: Ashley Wolfel, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7731

Email: ashley@vigilgroup.net

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

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	51300 Additional Compensation	2000 Special Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1412 Teachers-Special Education	\$2,141	(\$1,854)	\$287	
11000 Operational	1000 Instruction	52111 Educational Retirement	0000 No Program	563001 Sandoval Academy of Bilingual Education-Admin Office	1611 Substitutes-Sick Leave	\$11,435	(\$6,281)	\$5,154	
11000 Operational	1000 Instruction	52111 Educational Retirement	1010 Regular Education (PreK-12) Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1416 Teachers-Other Instruction	\$3,812	(\$3,812)		
11000 Operational	1000 Instruction	52111 Educational Retirement	1020 Elementary Fine Arts Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1411 Teachers-Grades 1-12	\$27,833	(\$13,462)	\$14,371	
11000 Operational	1000 Instruction	52111 Educational Retirement	2000 Special Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1412 Teachers-Special Education	\$19,390	(\$2,722)	\$16,668	
11000 Operational	1000 Instruction	52111 Educational Retirement	4020 Alternative and At-Risk Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1621 Summer School/After School	\$7,540	(\$3,365)	\$4,175	
11000 Operational	1000 Instruction	52311 Health and Medical Premiums	1010 Regular Education (PreK-12) Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	1413 Teachers-Early Childhood Ed	\$14,791	(\$14,791)		
11000 Operational	1000 Instruction	56119 Supply Assets (\$5,000 or less).	1010 Regular Education (PreK-12) Programs	563001 Sandoval Academy of Bilingual Education-Admin Office	0000 No Job Class	\$247,255	(\$38,859)	\$208,396	

11000 Operational	2900 Other Support Services	58215 Restricted Expenditures	0000 No Program	563001 Sandoval Academy of Bilingual Education- Admin Office	0000 No Job Class		\$85,146	\$85,146	
						Sub Total	\$0		
						Indirect Cost			
						DOC. TOTAL	\$0		

Justification:

To move budget into restricted expenditure line.

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

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