



Cottonwood Classical Preparatory School Governing Council Meeting
Tuesday, August 17, 2021
Video Conference via Google Meet
5:00 pm- 7:30 pm

AGENDA

5:00 I. Call to Order, Confirmation of Quorum, Roll Call

5:02 II. Approval of Minutes from July 27, 2021

5:05 III. Public Comments

GC policy is to make available 3-5 minutes of public comment per person at the beginning of each meeting. Once this portion of the meeting has ended, the GC will generally not entertain public comments for the remainder of the meeting.

5:15 IV. Standing and Ad Hoc Committee Reports

Finance Committee, Wes Burghardt

VOTE on the following:

FY22 BAR #0001 24312

FY22 BAR #0002 26107

Policy Review, Susan LaBarge,

VOTE on the following:

Dental Policy

Strategic Planning, Andrew Bundy – No Report

Academic, Yuriria Morales - Late report

ED outcomes, Jill Van Nortwick - No report

Facilities, Rathi Casey- No report

5:35 V. Executive Director Report, John Binnert

VOTE on the reopening plan

6:15 VI. Stakeholder Reports

PAC, Louis Papponi

PTO, Liz Titus

Faculty, Peter Lukes

Students, Andrew Foster- no report

Foundation, Curtis Holloway

Cottonwood Classical Preparatory School - 7801 Jefferson St, NE, Albuquerque, NM 87109

The governing board makes its decisions based on all laws, regulations, and policies keeping the educational welfare of the students at the forefront of all decision making.



- 6:30** VII. New Business
- Departure of GC Member Connor Brashar
- IB Self-Assessment – GC Portion (3 x 1 hour Sessions from August to October)
- 7:30** VIII. Unfinished Business
- None.
- 7:30** IX. Board Development
- None.
- 7:30** X. Next Governing Council Meeting: September 21, 2021
- 7:30** XI. Adjourn

Cottonwood Classical Preparatory School - 7801 Jefferson St, NE, Albuquerque, NM 87109

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Cottonwood Classical Preparatory School's Mission:

To develop skillful, knowledgeable, compassionate, balanced, and internationally-minded lifelong learners who are inspired to improve themselves and shape a more peaceful world.

To provide a publicly-funded, inclusive, and rigorous education whereby the skills of inquiry, critical thinking, clear communication, independence, responsibility and open-mindedness are fostered through the use of the International Baccalaureate curriculum and utilizing Paideia methodologies.

To develop students and graduate scholars who are prepared to thrive in colleges and universities of the world and to become exemplary leaders in their regional, national, and global communities.

Cottonwood Classical Preparatory School - 7801 Jefferson St, NE, Albuquerque, NM 87109

The governing board makes its decisions based on all laws, regulations, and policies keeping the educational welfare of the students at the forefront of all decision making.



**Cottonwood Classical Preparatory School
Governing Council Meeting Minutes
Tuesday, July 27, 2021
Virtual Meeting**

I. Call to Order, Confirmation of Quorum, and Roll Call

5:04 pm start time.

Quorum established – voting members present were Jill van Nortwick (left meeting at 6:48pm), Andrew Bundy, Wes Burghardt, Connor Brashar, Rahni Kellum, Yuriria Morales, Emily Wilson, Susan Labarge, and Rathi Casey. Non-voting members present were Curtis Holloway, Peter Lukes, Andrew Foster, John Binnert, Michael Vigil, and Liz Titus.

II. Approval of Minutes: June 15, 2021

Motion to approve meeting minutes for June 15, 2021, by Wes, seconded. Approved with no updates. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Connor Brashar, Rahni Kellum, Yuriria Morales, Emily Wilson, Susan Labarge, and Rathi Casey. Votes Against: None

III. Public Comments – (GC policy is to make available 3-5 minutes of public comment per person at the beginning of each meeting. Once this portion of the meeting has ended, the GC will generally not entertain public comments for the remainder of the meeting)

- Ashley Weaver
- Mari De Los Angeles
- Jennifer Dennison
- Jackie Geerts
- Monica Carrick
- Ray Wang
- Quinn Fekete
 - o Quinn asked if there would be some clear guidance on volunteers for the coming school year.
 - o Monica wanted to note her support for requiring mask wearing at the school.

IV. Standing and Ad hoc Committee Reports

Policy Review (Susan LaBarge)

- Ray mentioned the Substance Abuse policy was expanded to create more structure and to include vaping.
- It was asked that wording in the Substance Abuse policy be clarified that the policy pertains to school-sponsored events off campus, and that acronyms be spelled out the first time they are used. Several other minor wording clarifications were asked for.



- A question was asked if other THC/CBD type products should be called out besides edibles (lotions for example). Jennifer Dennison, CCPS school nurse, noted CBD products aren't considered in substance abuse, but do require to be authorized through the health office.
- A clarification was asked for on offenses that will have carry over consequences to the next school year.
- For the GoGuardian Policy, it was mentioned there should be some clarification on when the tool can be used outside of class time.
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- **Action:** Motion that the GC approve the following policies: Substance Abuse Policy (with requested changes), Device Policy, and Student Internet Use Policy: GoGuardian (with requested changes), by Connor, seconded. Votes For: Jill van Nortwick, Andrew Bundy, Wes Burghardt, Connor Brashar, Rahni Kellum, Yuriria Morales, Emily Wilson, Susan Labarge, and Rathi Casey. Votes Against: None

V. Executive Director's Report (John Binnert)

- John noted a meeting with two prospective lenders took place this week related to Phase 1. They asked for some additional information which should be provided next week.
- With regard to the portables, lots of prep work has been done. The main holdup has been with the City permit office to allow the concrete pouring to be done. It's still the plan to have the portables set in the next couple of weeks. There is an electrical component on back-order with PNM that will further delay the use of the portables about 6 weeks into school.
- Basketball court will be poured soon, however the shade structure will likely not be ready until the end of September. John noted the shade structure is running about 50 percent over budget due to materials inflation. This also could be an issue for Phase 1.
- John noted the IB results presented in his report appears to be the best performance in at least 6 years for the school. John and the GC members expressed thanks and congratulations to all of the teachers who helped prepare students for these scores despite the pandemic.
- John noted with regard to the ESSER III application, 20 percent of funds are to be dedicated to learning loss. The largest part of the remaining funds are geared towards building improvements, the portables, and FTE/stipend increases.
- A question was asked for clarifications on ESSER III funds and their applicability to low-income, homeless, and LGBTQ students. John highlighted how the funds could apply to all of these groups, and in particular how Phase 1 helps several of the concerns noted.
- With regard to volunteers, the Toolkit guidance is for the school to obtain proof of vaccination status and require volunteers to follow mask guidance set by the school.
- John noted that at the beginning of school (at least the first 3 weeks), masks will be required indoors and not required outdoors. This was decided in order to keep compliance of mask wearing easier on staff (i.e., not having to figure out how to verify who has/has not been fully vaccinated) and due to changing recommendations from CDC.
- It was noted there could be issues with treating vaccinated/unvaccinated individuals differently (different colored badges, ability to not wear masks, etc) as it could cause discrimination.



VI. New Business

- N/A

VII. Stakeholder Reports

- N/A

VIII. Unfinished Business

- N/A

IX. Board Development

- N/A

- X.** Vote to close the meeting and proceed in Executive Session
Discussion and determination where appropriate of Administrative
Deliberations as permitted by Section 10, Article 15, NMSA (1978) –

- XI.** Vote to re-open meeting and certification that only those matters described in Agenda Item IX were discussed in Closed Session and if necessary, final action with regard to those matters will be taken in Open Session. -

XII. Next Governing Council Meeting: August 17, 2021.

XIII. Adjourn

Roll call vote to adjourn the meeting at 6:53. Votes For: Andrew Bundy, Wes Burghardt, Connor Brashar, Rahni Kellum, Yuriria Morales, Emily Wilson, Susan Labarge, and Rathi Casey. Votes Against: None

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Net Revenues by Fund as of July 31, 2021

Fund Description	<i>Beginning Cash</i>	<i>Revenues</i>	<i>Expenditures</i>	<i>Revenues - Expenditures</i>
Fund 11000 - Operational SEG	\$ 1,601,906.39	\$ 541,373.21	\$ 479,963.50	\$ 61,409.71
Fund 14000 - Instructional Materials	\$ 6,500.03	\$ -	\$ -	\$ -
Fund 23000 - Non-Instructional Support (Activity Funds)	\$ (3,683.53)	\$ 2,964.00	\$ -	\$ 2,964.00
Fund 24106 - IDEA-B	\$ -	\$ -	\$ -	\$ -
Fund 24153 - Title III	\$ -	\$ -	\$ -	\$ -
Fund 24154 - Title II	\$ -	\$ -	\$ -	\$ -
Fund 24308 - ESSER II/CRRSA	\$ -	\$ -	\$ -	\$ -
Fund 24312 - CRRSA Retention Stipends	\$ -	\$ -	\$ 645.90	\$ (645.90)
Fund 26107 - REC/District Fiscal Agent	\$ (4,785.00)	\$ 10,000.00	\$ 12,079.71	\$ (2,079.71)
Fund 27107 - GO Bonds Student Library Funds	\$ -	\$ -	\$ 5,416.94	\$ (5,416.94)
Fund 27109 - Instructional Materials - GAA of 2019	\$ 3,283.33	\$ -	\$ -	\$ -
Fund 28195 - Natural Helpers	\$ 4,270.99	\$ -	\$ -	\$ -
Fund 31200 - PSCOC Lease Reimbursement	\$ -	\$ -	\$ -	\$ -
Fund 31400 - Special Capital Outlay	\$ -	\$ -	\$ -	\$ -
Fund 31600 - HB-33	\$ 498,497.31	\$ 10,812.22	\$ 73,409.94	\$ (62,597.72)
Fund 31701 - SB-9 Local	\$ 726,020.46	\$ 5,415.84	\$ 54.16	\$ 5,361.68
Fund 31703 - SB-9 State Match	\$ 18,140.00	\$ -	\$ -	\$ -
Totals	\$ 2,850,149.98	\$ 570,565.27	\$ 571,570.15	\$ (1,004.88)

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Budget Summary as of July 31, 2021

Revenues

Fund Description	Annual Budget	Actual July 31, 2021 (YTD)	Annualized Budget	Annualize vs Actual	Actual July 31, 2020 (YTD)	FY21-FY20
Fund 11000 - Operational SEG	\$ 6,465,518.00	\$ 541,373.21	\$ 538,793.17	\$ 2,580.04	\$ 486,207.88	\$ 55,165.33
Fund 14000 - Instructional Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 23000 - Non-Instructional Support Activity Funds	\$ -	\$ 2,964.00	\$ -	\$ 2,964.00	\$ 93.75	\$ 2,870.25
Fund 24106 - IDEA-B	\$ 56,424.00	\$ -	\$ 4,702.00	\$ (4,702.00)	\$ -	\$ -
Fund 24153 - Title III	\$ 525.00	\$ -	\$ 43.75	\$ (43.75)	\$ -	\$ -
Fund 24154 - Title II	\$ 34,598.00	\$ -	\$ 2,883.17	\$ (2,883.17)	\$ -	\$ -
Fund 24174 - Carl D Perkins Secondary (Current)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 24308 - ESSER II	\$ 850,440.00	\$ -	\$ 70,870.00	\$ (70,870.00)	\$ -	\$ -
Fund 26107 - REC/District Fiscal Agent (CLR)	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Fund 27107 - GO Bonds Student Library Fund	\$ 5,362.00	\$ -	\$ 446.83	\$ (446.83)	\$ -	\$ -
Fund 31400 - Special Capital Outlay	\$ 35,577.00	\$ -	\$ 2,964.75	\$ (2,964.75)	\$ -	\$ -
Fund 31600 - HB-33	\$ 617,966.00	\$ 10,812.22	\$ 51,497.17	\$ (40,684.95)	\$ 8,967.96	\$ 1,844.26
Fund 31701 - SB-9	\$ 312,951.00	\$ 5,415.84	\$ 26,079.25	\$ (20,663.41)	\$ 4,366.47	\$ 1,049.37
Total Revenues	\$ 8,379,361.00	\$ 570,565.27	\$ 698,280.08	\$ (127,714.81)	\$ 499,636.06	\$ 70,929.21

Expenditures

Fund Description	Annual Budget	Actual July 31, 2021 (YTD)	Annualized Budget	Annualize vs Actual	Actual July 31, 2020 (YTD)	FY21-FY20
Function 1000 - Instruction	\$ 5,236,100.00	\$ 171,433.84	\$ 436,341.67	\$ (264,907.83)	\$ 125,915.07	\$ 45,518.77
Function 2100 - Students	\$ 358,485.00	\$ 28,246.70	\$ 29,873.75	\$ (1,627.05)	\$ 12,051.96	\$ 16,194.74
Function 2200 - Instruction	\$ 64,015.00	\$ 13,064.67	\$ 5,334.58	\$ 7,730.09	\$ 8,387.50	\$ 4,677.17
Function 2300 - General Administration	\$ 234,358.00	\$ 22,535.60	\$ 19,529.83	\$ 3,005.77	\$ 17,877.21	\$ 4,658.39
Function 2400 - School Administration	\$ 470,415.00	\$ 29,415.76	\$ 39,201.25	\$ (9,785.49)	\$ 39,608.70	\$ (10,192.94)
Function 2500 - Central Services	\$ 218,491.00	\$ 37,554.03	\$ 18,207.58	\$ 19,346.45	\$ 29,114.09	\$ 8,439.94
Function 2600 - Operation & Maintenance of Plant	\$ 633,654.00	\$ 177,712.90	\$ 52,804.50	\$ 124,908.40	\$ 189,273.53	\$ (11,560.63)
Fund 11000 - Operational	\$ 7,215,518.00	\$ 479,963.50	\$ 601,293.17	\$ (121,329.67)	\$ 422,228.06	\$ 57,735.44
Fund 24106 - Entitlement IDEA-B	\$ 56,424.00	\$ -	\$ 4,702.00	\$ (4,702.00)	\$ 2,354.63	\$ (2,354.63)
Fund 24153 - Title III	\$ 525.00	\$ -	\$ 43.75	\$ (43.75)	\$ -	\$ -
Fund 24154 - Title II	\$ 34,598.00	\$ -	\$ 2,883.17	\$ (2,883.17)	\$ 690.43	\$ (690.43)
Fund 24174 - Carl D Perkins Secondary (Current)	\$ 15,088.00	\$ -	\$ 1,257.33	\$ (1,257.33)	\$ -	\$ -
Fund 24308 - ESSER II/CRRSA	\$ 850,440.00	\$ -	\$ 70,870.00	\$ (70,870.00)	\$ -	\$ -
Fund 24312 - CRRSA Retention Stipends	\$ -	\$ 645.90	\$ -	\$ 645.90	\$ -	\$ 645.90
Fund 26107 - REC/ District Fiscal Agent	\$ -	\$ 12,079.71	\$ -	\$ 12,079.71	\$ -	\$ 12,079.71
Fund 27107 - GO Bonds Student Library Fund	\$ 5,362.00	\$ 5,416.94	\$ 446.83	\$ 4,970.11	\$ 5,420.99	\$ (4.05)
Fund 28195 - Natural Helpers	\$ 6,070.00	\$ -	\$ 505.83	\$ (505.83)	\$ -	\$ -
Fund 31400 - Special Capital Outlay	\$ 35,577.00	\$ -	\$ 2,964.75	\$ (2,964.75)	\$ 10,716.73	\$ (10,716.73)
Fund 31600 - HB-33	\$ 1,170,448.00	\$ 73,409.94	\$ 97,537.33	\$ (24,127.39)	\$ 73,507.88	\$ (97.94)
Fund 31701 - SB-9 Local	\$ 1,056,075.00	\$ 54.16	\$ 88,006.25	\$ (87,952.09)	\$ 3,108.90	\$ (3,054.74)
Fund 31703 - SB-9 State Match	\$ 20,034.00	\$ -	\$ 1,669.50	\$ (1,669.50)	\$ -	\$ (1,669.50)
Total Expenditures	\$ 10,466,159.00	\$ 571,570.15	\$ 872,179.92	\$ (300,609.77)	\$ 518,027.62	\$ 51,873.03

Cottonwood Classical Preparatory School

Account Summary Report - Revenues

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Revenue; Subtotal Elements: [None]; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:11:28 PM

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
Fees - Educational	\$0.00	\$1,740.00	(\$1,740.00)
Fees - Summer School	\$0.00	\$840.00	(\$840.00)
State Equalization Guarantee	\$6,465,518.00	\$538,793.21	\$5,926,724.79
Fund 11000 - Operational	\$6,465,518.00	\$541,373.21	\$5,924,144.79
Fund 23000 - Non-Instructional Support (Activity Funds)	\$0.00	\$2,964.00	(\$2,964.00)
Fund 24106 - IDEA-B	\$56,424.00	\$0.00	\$56,424.00
Fund 24153 - Title III	\$525.00	\$0.00	\$525.00
Fund 24154 - Title II	\$34,598.00	\$0.00	\$34,598.00
Fund 24174 - Carl D Perkins Secondary (Current)	\$15,088.00	\$0.00	\$15,088.00
Fund 24308 - ESSER II/CRRSA	\$850,440.00	\$0.00	\$850,440.00
Fund 26107 - REC/District Fiscal Agent (CLR)	\$0.00	\$10,000.00	(\$10,000.00)
Fund 27107 - GO Bonds Student Library Fund	\$5,362.00	\$0.00	\$5,362.00
Fund 31400 - Special Capital Outlay	\$35,000.00	\$0.00	\$35,000.00
Fund 31400 - Special Capital Outlay PY	\$577.00	\$0.00	\$577.00
Fund 31600 - HB-33	\$617,966.00	\$10,812.22	\$607,153.78
Fund 31701 - SB-9 Local	\$312,951.00	\$5,415.84	\$307,535.16
Fund 31703 - SB-9 State Match	\$20,034.00	\$0.00	\$20,034.00
	\$8,414,483.00	\$570,565.27	\$7,843,917.73

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
<u>Fund 11000 - Operational SEG</u>				
Function 1000 - Instruction				
Salaries Expense - Substitutes	\$75,000.00	\$683.44	\$17,769.56	\$56,547.00
Salaries Expense - Teachers Regular Ed.	\$2,620,368.00	\$95,200.48	\$2,475,212.66	\$49,954.86
Salaries Expense - Instructional Assistants Regular Ed.	\$22,000.00	\$814.81	\$21,185.19	\$0.00
Salaries Expense - Teachers Spec. Ed.	\$90,459.00	\$3,825.34	\$99,458.66	(\$12,825.00)
Salaries Expense - Instructional Assistants Spec. Ed.	\$22,553.00	\$831.19	\$21,610.81	\$111.00
Salaries Expense - Teachers Regular Ed. At Risk	\$220,170.00	\$10,465.79	\$272,110.07	(\$62,405.86)
Salaries Expense - Athletics	\$64,277.00	\$0.00	\$0.00	\$64,277.00
Additional Compensation - Teachers Regular Ed.	\$91,490.00	\$439.19	\$7,086.77	\$83,964.04
Additional Compensation - Teachers Spec. Ed.	\$0.00	\$100.19	\$2,604.81	(\$2,705.00)
Additional Compensation - Teachers Regular Ed. At Risk	\$14,060.00	\$0.00	\$0.00	\$14,060.00
Additional Compensation - Summer School/After School At Risk	\$11,000.00	\$0.00	\$0.00	\$11,000.00
Additional Compensation - Teachers Regular Ed. ELTP	\$147,011.00	\$5,747.19	\$149,425.70	(\$8,161.89)
Additional Compensation - Instructional Assistants Regular Ed. ELTP	\$4,559.00	\$42.78	\$1,112.22	\$3,404.00
Additional Compensation - Instructional Assistants Spec. Ed. ELTP	\$0.00	\$43.63	\$1,134.37	(\$1,178.00)
Additional Compensation - Athletics	\$32,500.00	\$0.00	\$5,000.00	\$27,500.00
Payroll Taxes & Benefits	\$1,218,441.00	\$29,414.54	\$1,096,845.39	\$92,181.07
Professional Development Regular Ed.	\$15,000.00	\$8,620.00	\$1,400.00	\$4,980.00
Professional Development Spec. Ed.	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Professional Development At Risk	\$27,500.00	\$0.00	\$0.00	\$27,500.00
Other Services	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Other Charges Regular Ed.	\$50,000.00	\$385.00	\$5,000.00	\$44,615.00
Other Charges At Risk	\$27,795.00	\$0.00	\$0.00	\$27,795.00
Other Charges ELTP	\$0.00	\$0.00	\$3,384.48	(\$3,384.48)
Other Charges Extracurricular	\$15,000.00	\$6,256.00	\$0.00	\$8,744.00
Student Travel	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Employee Travel - Teachers	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Other Textbooks Regular Ed.	\$55,000.00	\$51.40	\$19,630.61	\$35,317.99
Other Textbooks At Risk	\$16,917.00	\$0.00	\$7,628.45	\$9,288.55
Software Regular Ed.	\$90,000.00	\$1,459.72	\$0.00	\$88,540.28
Software At Risk	\$2,000.00	\$0.00	\$0.00	\$2,000.00
General Supplies and Materials Regular Ed.	\$25,000.00	\$3,012.60	\$6,030.73	\$15,956.67
General Supplies and Materials Spec. Ed.	\$16,000.00	\$0.00	\$0.00	\$16,000.00
General Supplies and Materials At Risk	\$15,000.00	\$0.00	\$397.68	\$14,602.32
General Supplies and Materials Extracurricular	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Supply Assets (\$5,000 or Less) Regular Ed.	\$200,000.00	\$4,040.55	\$33,624.90	\$162,334.55
Supply Assets (\$5,000 or Less) Extracurricular	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Total Function 1000 - Instruction	\$5,236,100.00	\$171,433.84	\$4,247,653.06	\$817,013.10

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
Function 2100 - Support Services-Students				
Salaries Expense - Counselors/Social Workers	\$209,776.00	\$2,296.30	\$59,703.70	\$147,776.00
Salaries Expense - Registered Nurses	\$0.00	\$2,629.63	\$68,370.37	(\$71,000.00)
Salaries Expense - Health Assistants	\$0.00	\$1,047.67	\$27,239.33	(\$28,287.00)
Salaries Expense - Coordinators/Specialists At Risk Spec. Ed.	\$0.00	\$9,350.22	\$74,801.78	(\$84,152.00)
Salaries Expense - Counselors/Social Workers At Risk Spec. Ed.	\$0.00	\$3,652.78	\$94,972.22	(\$98,625.00)
Additional Compensation - Counselors/Social Workers	\$0.00	\$120.56	\$3,134.44	(\$3,255.00)
Additional Compensation - Health Assistants	\$0.00	\$55.00	\$1,430.00	(\$1,485.00)
Additional Compensation - Counselors/Social Workers At Risk	\$0.00	\$191.77	\$4,986.23	(\$5,178.00)
Payroll Taxes & Benefits	\$71,509.00	\$4,828.17	\$93,566.47	(\$26,885.64)
Speech Therapists - Contracted	\$0.00	\$327.50	\$0.00	(\$327.50)
Specialists - Contracted	\$40,000.00	\$0.00	\$30,000.00	\$10,000.00
Other Services	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Other Charges Regular Ed.	\$0.00	\$0.00	\$30.00	(\$30.00)
Other Charges At Risk Spec. Ed.	\$2,200.00	\$0.00	\$567.93	\$1,632.07
Software	\$20,000.00	\$3,747.10	\$0.00	\$16,252.90
General Supplies and Materials	\$5,000.00	\$0.00	\$1,000.00	\$4,000.00
Total Function 2100 - Support Services-Students	\$358,485.00	\$28,246.70	\$459,802.47	(\$129,564.17)
Function 2200 - Support Services-Instruction				
Salaries Expense - Library/Media Specialists	\$25,280.00	\$936.30	\$24,343.70	\$0.00
Additional Compensation - Library/Media Specialists	\$1,327.00	\$0.00	\$0.00	\$1,327.00
Payroll Taxes & Benefits	\$7,008.00	\$235.30	\$6,180.89	\$591.81
General Supplies and Materials	\$30,400.00	\$11,893.07	\$0.00	\$18,506.93
Total Function 2200 - Support Services-Instruction	\$64,015.00	\$13,064.67	\$30,524.59	\$20,425.74
Function 2300 - Support Services-General Administration				
Salaries Expense - Superintendents	\$109,620.00	\$13,333.32	\$106,666.68	(\$10,380.00)
Additional Compensation - Superintendents	\$2,864.00	\$0.00	\$0.00	\$2,864.00
Payroll Taxes & Benefits	\$44,624.00	\$4,502.28	\$42,125.97	(\$2,004.25)
Professional Development	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Auditing	\$20,250.00	\$0.00	\$0.00	\$20,250.00
Legal	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Other Services	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Other Charges	\$7,500.00	\$4,700.00	\$0.00	\$2,800.00
Advertising	\$2,000.00	\$0.00	\$995.00	\$1,005.00
Board Training	\$6,000.00	\$0.00	\$0.00	\$6,000.00
General Supplies and Materials	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Total Function 2300 - Support Services-General Administration	\$234,358.00	\$22,535.60	\$149,787.65	\$62,034.75
Function 2400 - Support Services-School Administration				
Salaries Expense - Principals	\$166,000.00	\$9,578.34	\$76,626.66	\$79,795.00
Salaries Expense - Secretarial/Clerical	\$150,196.00	\$12,866.79	\$139,819.21	(\$2,490.00)
Additional Compensation - Principals	\$4,337.00	\$0.00	\$0.00	\$4,337.00
Additional Compensation - Secretarial/Clerical	\$9,085.00	\$107.56	\$2,796.44	\$6,181.00
Payroll Taxes & Benefits	\$108,547.00	\$6,863.07	\$71,097.76	\$30,586.17
Professional Development	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Other Charges	\$3,500.00	\$0.00	\$665.00	\$2,835.00
Software	\$1,250.00	\$0.00	\$0.00	\$1,250.00
General Supplies and Materials	\$7,500.00	\$0.00	\$2,400.00	\$5,100.00
Supply Assets (\$5,000 or Less)	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Total Function 2400 - Support Services-School Administration	\$470,415.00	\$29,415.76	\$293,405.07	\$147,594.17

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
Function 2500 - Central Services				
Salaries Expense - Business Manager	\$33,084.00	\$6,067.16	\$0.00	\$27,016.84
Payroll Taxes & Benefits	\$16,657.00	\$2,575.24	\$14,031.66	\$50.10
Professional Development	\$500.00	\$0.00	\$0.00	\$500.00
Other Services	\$70,000.00	\$6,672.48	\$77,430.05	(\$14,102.53)
Other Charges	\$1,750.00	\$0.00	\$0.00	\$1,750.00
Rentals - Computers and Related Equipment	\$8,000.00	\$30.25	\$7,969.75	\$0.00
Other Contract Services	\$500.00	\$0.00	\$323.64	\$176.36
Software	\$85,000.00	\$22,089.80	\$0.00	\$62,910.20
General Supplies and Materials	\$3,000.00	\$119.10	\$500.00	\$2,380.90
Total Function 2500 - Central Services	\$218,491.00	\$37,554.03	\$100,255.10	\$80,681.87
Operation & Maintenance of Plant				
Salaries Expense - Custodial	\$74,377.00	\$8,697.99	\$69,584.01	(\$3,905.00)
Additional Compensation - Custodial	\$3,905.00	\$0.00	\$0.00	\$3,905.00
Payroll Taxes & Benefits	\$34,810.00	\$3,237.88	\$31,141.18	\$430.94
Other Charges	\$35,000.00	\$4,095.25	\$15,431.08	\$15,473.67
Maintenance & Repair - Buildings and Grounds	\$40,000.00	\$0.00	\$13,246.29	\$26,753.71
Electricity	\$52,000.00	\$6,159.59	\$0.00	\$45,840.41
Natural Gas	\$15,000.00	\$0.00	\$12,000.00	\$3,000.00
Water/Sewage	\$25,000.00	\$2,705.21	\$7,488.97	\$14,805.82
Communication Services	\$50,000.00	\$440.00	\$10,000.00	\$39,560.00
Rental - Equipment and Vehicles	\$0.00	\$0.00	\$824.89	(\$824.89)
Rentals - Computers and Related Equipment	\$7,500.00	\$1,193.38	\$11,637.40	(\$5,330.78)
Property/Liability Insurance	\$151,062.00	\$148,012.00	\$0.00	\$3,050.00
Other Contract Services	\$105,000.00	\$2,896.17	\$15,552.27	\$86,551.56
General Supplies and Materials	\$40,000.00	\$275.43	\$33,379.89	\$6,344.68
Total Function 2600 - Operation & Maintenance of Plant	\$633,654.00	\$177,712.90	\$220,285.98	\$235,655.12
Total Fund 11000 - Operational SEG	\$7,215,518.00	\$479,963.50	\$5,501,713.92	\$1,233,840.58
<u>Fund 23000 - Non-Instructional Support (Activity Funds)</u>				
Function 1000 - Instruction				
Other Charges	\$0.00	\$0.00	\$1,665.00	(\$1,665.00)
General Supplies and Materials	\$0.00	\$0.00	\$1,831.80	(\$1,831.80)
Total Function 1000 - Instruction	\$0.00	\$0.00	\$3,496.80	(\$3,496.80)
Total Fund 23000 - Non-Instructional Support (Activity Funds)	\$0.00	\$0.00	\$3,496.80	(\$3,496.80)
<u>Fund 24106 - IDEA-B</u>				
Function 1000 - Instruction				
Salaries Expense - Teachers Spec. Ed.	\$35,356.00	\$0.00	\$0.00	\$35,356.00
Payroll Taxes & Benefits	\$13,878.00	\$0.00	\$0.00	\$13,878.00
Total Function 1000 - Instruction	\$49,234.00	\$0.00	\$0.00	\$49,234.00
Function 2100 - Support Services-Students				
Specialists - Contracted	\$7,190.00	\$0.00	\$0.00	\$7,190.00
Total Function 2100 - Support Services-Students	\$7,190.00	\$0.00	\$0.00	\$7,190.00
Total Fund 24106 - IDEA-B	\$56,424.00	\$0.00	\$0.00	\$56,424.00

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
<u>Fund 24153 - Title III</u>				
Function 1000 - Instruction				
Other Textbooks	\$0.00	\$0.00	\$525.00	(\$525.00)
General Supplies and Materials	\$525.00	\$0.00	\$0.00	\$525.00
Total Function 1000 - Instruction	\$525.00	\$0.00	\$525.00	\$0.00
Total Fund 24153 - Title III	\$525.00	\$0.00	\$525.00	\$0.00
<u>Fund 24154 - Title II</u>				
Function 1000 - Instruction				
Additional Compensation - Teachers Regular Ed.	\$7,245.00	\$0.00	\$0.00	\$7,245.00
Professional Development	\$20,953.00	\$0.00	\$1,470.00	\$19,483.00
Other Services	\$6,400.00	\$0.00	\$0.00	\$6,400.00
Total Function 1000 - Instruction	\$34,598.00	\$0.00	\$1,470.00	\$33,128.00
Total Fund 24154 - Title II	\$34,598.00	\$0.00	\$1,470.00	\$33,128.00
<u>Fund 24174 - Carl D Perkins Secondary (Current)</u>				
Function 1000 - Instruction				
General Supplies and Materials	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Total Function 1000 - Instruction	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Function 2100 - Support Services-Students				
General Supplies and Materials	\$5,088.00	\$0.00	\$0.00	\$5,088.00
Total Function 2100 - Support Services-Students	\$5,088.00	\$0.00	\$0.00	\$5,088.00
Total Fund 24174 - Carl D Perkins Secondary (Current)	\$15,088.00	\$0.00	\$0.00	\$15,088.00

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
<u>Fund 24308 - ESSER II/CRRSA</u>				
Function 1000 - Instruction				
Fixed Assets (More Than \$5,000)	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Supply Assets (\$5,000 or Less)	\$65,000.00	\$0.00	\$0.00	\$65,000.00
Total Function 1000 - Instruction	\$85,000.00	\$0.00	\$0.00	\$85,000.00
Function 2100 - Support Services-School Administration				
Other Services	\$26,500.00	\$0.00	\$0.00	\$26,500.00
Other Charges	\$2,240.00	\$0.00	\$0.00	\$2,240.00
Total Function 2400 - Support Services-School Administration	\$28,740.00	\$0.00	\$0.00	\$28,740.00
Function 2600 - Operation & Maintenance of Plant				
Other Charges	\$0.00	\$0.00	\$20,530.76	(\$20,530.76)
Maintenance & Repair - Furniture/Fixtures/Equipment	\$46,200.00	\$0.00	\$0.00	\$46,200.00
Maintenance & Repair - Buildings and Grounds	\$29,500.00	\$0.00	\$0.00	\$29,500.00
General Supplies and Materials	\$27,000.00	\$0.00	\$0.00	\$27,000.00
Fixed Assets (More Than \$5,000)	\$84,000.00	\$0.00	\$0.00	\$84,000.00
Total Function 2600 - Operation & Maintenance of Plant	\$186,700.00	\$0.00	\$20,530.76	\$166,169.24
Function 4000 - Capital Outlay				
Construction Services	\$550,000.00	\$0.00	\$926,027.60	(\$376,027.60)
Total Function 4000 - Capital Outlay	\$550,000.00	\$0.00	\$926,027.60	(\$376,027.60)
Total Fund 24308 - ESSER II/CRRSA	\$850,440.00	\$0.00	\$946,558.36	(\$96,118.36)
<u>Fund 24312 - CRRSA Retention Stipends</u>				
Function 2400 - Support Services-School Administration				
Additional Compensation - Secretarial/Clerical	\$0.00	\$200.00	\$0.00	(\$200.00)
Payroll Taxes & Benefits	\$0.00	\$15.30	\$46.96	(\$62.26)
Total Function 2400 - Support Services-School Administration	\$0.00	\$215.30	\$46.96	(\$262.26)
Function 2600 - Operation & Maintenance of Plant				
Additional Compensation - Custodial	\$0.00	\$400.00	\$0.00	(\$400.00)
Payroll Taxes & Benefits	\$0.00	\$30.60	\$92.71	(\$123.31)
Total Function 2600 - Operation & Maintenance of Plant	\$0.00	\$430.60	\$92.71	(\$523.31)
Fund 24312 - CRRSA Retention Stipends	\$0.00	\$645.90	\$139.67	(\$785.57)

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
<u>Fund 26107 - REC/District Fiscal Agent (CLR)</u>				
Function 1000 - Instruction				
Additional Compensation - Teachers Regular Ed.	\$0.00	\$2,000.00	\$0.00	(\$2,000.00)
Payroll Taxes & Benefits	\$0.00	\$454.86	\$0.00	(\$454.86)
Professional Development	\$0.00	\$9,000.00	\$0.00	(\$9,000.00)
Total Function 1000 - Instruction	\$0.00	\$11,454.86	\$0.00	(\$11,454.86)
Function 2100 - Support Services-Students				
Additional Compensation - Counselors/Social Workers	\$0.00	\$250.00	\$0.00	(\$250.00)
Payroll Taxes & Benefits	\$0.00	\$62.01	\$0.00	(\$62.01)
Function 2100 - Support Services-Students	\$0.00	\$312.01	\$0.00	(\$312.01)
Function 2200 - Support Services-Instruction				
Additional Compensation - Library/Media Specialists	\$0.00	\$250.00	\$0.00	(\$250.00)
Payroll Taxes & Benefits	\$0.00	\$62.84	\$0.00	(\$62.84)
Total Function 2200 - Support Services-Instruction	\$0.00	\$312.84	\$0.00	(\$312.84)
Total Fund 26107 - REC/District Fiscal Agent (CLR)	\$0.00	\$12,079.71	\$0.00	(\$12,079.71)
<u>Fund 27107 - GO Bonds Student Library Fund</u>				
Function 2200 - Support Services-Instruction				
Library and Audio-Visual	\$5,362.00	\$5,416.94	\$0.00	(\$54.94)
Total Function 2200 - Support Services-Instruction	\$5,362.00	\$5,416.94	\$0.00	(\$54.94)
Total Fund 27107 - GO Bonds Student Library Fund	\$5,362.00	\$5,416.94	\$0.00	(\$54.94)
<u>Fund 28195 - Natural Helpers</u>				
Function 1000 - Instruction				
Instruction-Professional Development	\$5,070.00	\$0.00	\$0.00	\$5,070.00
Instruction-General Supplies and Materials	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Total Function 1000 - Instruction	\$6,070.00	\$0.00	\$0.00	\$6,070.00
Total Fund 28195 - Natural Helpers	\$6,070.00	\$0.00	\$0.00	\$6,070.00
<u>Fund 31400 - Special Capital Outlay</u>				
Function 4000 - Capital Outlay				
Construction Services	\$35,577.00	\$0.00	\$0.00	\$35,577.00
Total Function 4000 - Capital Outlay	\$35,577.00	\$0.00	\$0.00	\$35,577.00
Total Fund 31400 - Special Capital Outlay-State	\$35,577.00	\$0.00	\$0.00	\$35,577.00

Cottonwood Classical Preparatory School

Account Summary Report

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/5/2021 5:25:37 PM

Description	Budget (YTD)	Actual (YTD)	Encumbrance	Available (YTD)
<u>Fund 31600 - HB-33</u>				
Support Services-General Administration				
County Tax Collection Costs	\$8,024.00	\$108.12	\$0.00	\$7,915.88
Total Function 2300 - Support Services-General Administration	\$8,024.00	\$108.12	\$0.00	\$7,915.88
Function 4000 - Capital Outlay				
Other Services	\$62,424.00	\$0.00	\$0.00	\$62,424.00
Rentals - Lease to Purchase	\$400,000.00	\$73,301.82	\$0.00	\$326,698.18
Fixed Assets (More Than \$5,000)	\$500,000.00	\$0.00	\$0.00	\$500,000.00
Supply Assets (\$5,000 or Less)	\$200,000.00	\$0.00	\$0.00	\$200,000.00
Total Function 4000 - Capital Outlay	\$1,162,424.00	\$73,301.82	\$0.00	\$1,089,122.18
Total Fund 31600 - HB-33	\$1,170,448.00	\$73,409.94	\$0.00	\$1,097,038.06
<u>Fund 31701 - SB-9 Local</u>				
Function 2300 - Support Services-General Administration				
County Tax Collection Costs	\$3,000.00	\$54.16	\$0.00	\$2,945.84
Total Function 2300 - Support Services-General Administration	\$3,000.00	\$54.16	\$0.00	\$2,945.84
Function 4000 - Capital Outlay				
Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Construction Services	\$500,000.00	\$0.00	\$0.00	\$500,000.00
General Supplies and Materials	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Fixed Assets (More Than \$5,000)	\$200,000.00	\$0.00	\$29,637.81	\$170,362.19
Supply Assets (\$5,000 or Less)	\$203,075.00	\$0.00	\$0.00	\$203,075.00
Total Function 4000 - Capital Outlay	\$1,053,075.00	\$0.00	\$29,637.81	\$1,023,437.19
Fund 31701 - SB-9 Local	\$1,056,075.00	\$54.16	\$29,637.81	\$1,026,383.03
<u>Fund 31703 - SB-9 State Match</u>				
Function 4000 - Capital Outlay				
Fixed Assets (More Than \$5,000)	\$20,034.00	\$0.00	\$0.00	\$20,034.00
Total Function 4000 - Capital Outlay	\$20,034.00	\$0.00	\$0.00	\$20,034.00
Total Fund 31703 - SB-9 State Match	\$20,034.00	\$0.00	\$0.00	\$20,034.00
Total Expenditures All Funds	\$10,466,159.00	\$571,570.15	\$6,483,541.56	\$3,411,047.29

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Check Register Activity Report

Bank: [All]; Bank Account: [All]; Begin Date: 07/01/2021; End Date: 07/31/2021; Status: [All]; Created On: 8/5/2021 11:08:35 PM

Bank					
Wells Fargo					
Date	Number	Type	Payee/From	Deposit	Withdrawal
7/1/2021	07-001	Cash Receipt	BYU	\$240.00	
7/2/2021		Payroll Liability Check	Wells Fargo Bank		\$12,584.45
7/2/2021		Payroll Liability Check	Wells Fargo Bank		\$79,051.80
7/7/2021		Payroll Liability Check	IRS		\$3,756.24
7/7/2021		Payroll Liability Check	IRS		\$27,213.66
7/8/2021	07-002	Cash Receipt	BYU Online; CLR Grant	\$10,600.00	
7/9/2021		Payroll Liability Check	New Mexico Public School Insurance		\$55,663.34
7/9/2021		Payroll Liability Check	New Mexico Retiree Health Care Authority		\$16,615.58
7/12/2021	00044715	Journal Entry	Main Bank CASC July 2021		\$206.56
7/12/2021	07-003	Cash Receipt	Summer Camp ELTP	\$360.00	
7/13/2021	07-004	Cash Receipt	Summer Camp ELTP	\$120.00	
7/14/2021		Payroll Liability Check	NM Educational Retirement Board		\$137,271.12
7/14/2021		Payroll Liability Check	Wells Fargo Bank		\$12,846.31
7/14/2021		Payroll Liability Check	Wells Fargo Bank		\$78,528.60
7/14/2021	07-005	Cash Receipt	Summer Camp ELTP; IB	\$834.00	
7/15/2021	00044746	Journal Entry	LPA Payment July 2021		\$73,301.82
7/15/2021	07-006	Cash Receipt	SEG - July 2021	\$538,793.21	
7/16/2021	07-007	Cash Receipt	Sandoval Co. Distributions - HB-33 June 2021	\$117.80	
7/20/2021		AP Warrant	NMPSIA - RRA		\$148,012.00
7/20/2021	07-008	Cash Receipt	BYU Online; Summer Camp ELTP	\$840.00	
7/20/2021	07-009	Cash Receipt	BernCo Distributions - HB-33 & SB-9 June 2021	\$15,891.66	
7/20/2021	07-010	Cash Receipt	Sandoval Co. Distributions - SB-9 June 2021	\$56.32	
7/21/2021		Payroll Liability Check	IRS		\$3,804.44
7/21/2021		Payroll Liability Check	IRS		\$27,029.27
7/22/2021		Payroll Liability Check	NM Taxation and Revenue (CRS)		\$8,172.70
7/22/2021		Payroll Liability Check	Wells Fargo Bank		\$2,473.42
7/22/2021	07-011	Cash Receipt	BYU Online	\$180.00	
7/26/2021	07-012	Cash Receipt	IDEA-B PY RfR #0002 & 0008; CSP PY RfR #0001	\$190,085.29	
7/28/2021		Payroll Liability Check	IRS		\$607.53
7/28/2021		Payroll Liability Check	NM Taxation and Revenue Department (WC)		\$296.70
7/28/2021	07-013	Cash Receipt	Fees - Student Parking	\$170.00	
7/29/2021		Payroll Liability Check	Wells Fargo Bank		\$103,447.20
7/30/2021	00044795	Journal Entry	Void Warrant: 22573; Vendor: Leeco	\$6,002.16	
7/30/2021	07-014	Cash Receipt	Fees - Student Parking	\$1,350.00	
7/30/2021	07-015	Cash Receipt	Fees - Student Parking	\$850.00	
7/30/2021	22553	Payroll	Manual Payroll Checks		\$1,754.95
7/30/2021	22555	AP Warrant	ACT enviro		\$1,767.29
7/30/2021	22556	AP Warrant	Base Education LLC		\$9,000.00
7/30/2021	22557	AP Warrant	Blick		\$2,999.70
7/30/2021	22558	AP Warrant	Cooperative Educational Services		\$327.50
7/30/2021	22559	AP Warrant	Cognia Inc		\$3,143.07
7/30/2021	22560	AP Warrant	Document Solutions		\$30.25
7/30/2021	22561	AP Warrant	Education Technologies Inc.		\$2,394.00
7/30/2021	22562	AP Warrant	Flinn Scientific Inc		\$12.90
7/30/2021	22563	AP Warrant	Follett School Solutions		\$6,876.66
7/30/2021	22564	AP Warrant	FreshandClean		\$194.18

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Check Register Activity Report

Bank: [All]; Bank Account: [All]; Begin Date: 07/01/2021; End Date: 07/31/2021; Status: [All]; Created On: 8/5/2021 11:08:35 PM

Bank					
Wells Fargo					
Date	Number	Type	Payee/From	Deposit	Withdrawal
7/30/2021	22565	AP Warrant	Great Book Store		\$51.40
7/30/2021	22566	AP Warrant	Great Western Specialty Systems		\$1,059.33
7/30/2021	22567	AP Warrant	Harmonix Technologies		\$3,705.31
7/30/2021	22568	AP Warrant	Harris School Solutions		\$16,329.80
7/30/2021	22569	AP Warrant	Harvard University Professional Education		\$1,745.00
7/30/2021	22570	AP Warrant	Home Depot		\$275.43
7/30/2021	22571	AP Warrant	Imperial Glove and Safety		\$3,750.00
7/30/2021	22572	AP Warrant	Journal Center Corporation		\$4,095.25
7/30/2021	22573	AP Warrant	Leeco		\$6,002.16
7/30/2021	22574	AP Warrant	Marlin Leasing		\$1,193.38
7/30/2021	22575	AP Warrant	NASSP		\$385.00
7/30/2021	22576	AP Warrant	New Mexico Activities Association		\$5,456.00
7/30/2021	22577	AP Warrant	Northwest Evaluation Assoc.		\$8,750.00
7/30/2021	22578	AP Warrant	PNM		\$6,159.59
7/30/2021	22579	AP Warrant	PowerSchool Group LLC		\$9,507.10
7/30/2021	22580	AP Warrant	Public Charter School of NM		\$4,700.00
7/30/2021	22581	AP Warrant	Sandia Prep		\$800.00
7/30/2021	22582	AP Warrant	School Fix		\$1,646.55
7/30/2021	22583	AP Warrant	T-MOBILE FOR EDUCATION		\$440.00
7/30/2021	22584	AP Warrant	Texas IB Schools		\$6,125.00
7/30/2021	22585	AP Warrant	Trinity Pest Control		\$69.55
7/30/2021	22586	AP Warrant	USC Rossier School of Education		\$750.00
7/30/2021	22587	AP Warrant	Vigil Group		\$2,805.04
7/30/2021	22588	AP Warrant	Albuquerque Bernalillo County Water Utility Authority		\$2,511.03
7/30/2021	22589	Payroll Liability Check	Legal Shield		\$33.90
7/30/2021	22590	Payroll Liability Check	ReliaStar Life Insurance Company		\$400.00
7/30/2021	22592	AP Warrant	Vigil Group		\$2,805.04
Grand Total				\$766,490.44	\$910,934.10

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Outstanding Checks as of July 31, 2021

Accounting Cycle: FY2022; Bank: Wells Fargo ; Statement Date: 07/31/2021; Include Unposted Transactions: No;
 Created On: 8/5/2021 11:14:00 PM

Date	Source Document	Description	Deposit	Withdrawal
10/21/2020	APV21-013	Colleen Gibson		\$250.00
11/19/2020	PVM21-075	Legal Shield		\$33.90
1/7/2021	APV21-022	CENTER FOR CIVIC EDUCATION		\$150.00
2/18/2021	APV21-027	Follett School Solutions		\$478.98
4/1/2021	APV21-033	ARVC		\$945.00
4/1/2021	APV21-033	Coppola Supply		\$613.80
4/12/2021	APV21-036	Cecilia Lizcano Brunete		\$600.00
4/15/2021	APV21-037	UNM		\$100.00
4/23/2021	PR21-22	Maestas, Santiago		\$1,314.17
6/9/2021	PVM21-169	Security Benefit		\$1,604.48
6/10/2021	APV21-044	Andrea Lopez		\$50.00
6/10/2021	APV21-044	Home Depot		\$162.28
6/15/2021	APV21-045	Harmonix Technologies		\$2,015.21
6/15/2021	APV21-045	International School Theater Association		\$485.00
6/28/2021	APV21-046	International School Theater Association		\$72.86
6/28/2021	APV21-046	New Mexico Model United Nations		\$340.00
6/28/2021	APV21-046	ZORA MOLINA		\$1,200.00
7/30/2021	APV220001	ACT enviro		\$1,767.29
7/30/2021	APV220001	Base Education LLC		\$9,000.00
7/30/2021	APV220001	Blick		\$2,999.70
7/30/2021	APV220001	Cooperative Educational Services		\$327.50
7/30/2021	APV220001	Cognia Inc		\$3,143.07
7/30/2021	APV220001	Document Solutions		\$30.25
7/30/2021	APV220001	Education Technologies Inc.		\$2,394.00
7/30/2021	APV220001	Flinn Scientific Inc		\$12.90
7/30/2021	APV220001	Follett School Solutions		\$6,876.66
7/30/2021	APV220001	FreshandClean		\$194.18
7/30/2021	APV220001	Great Book Store		\$51.40
7/30/2021	APV220001	Great Western Specialty Systems		\$1,059.33
7/30/2021	APV220001	Harmonix Technologies		\$3,705.31
7/30/2021	APV220001	Harris School Solutions		\$16,329.80
7/30/2021	APV220001	Harvard University Professional Education		\$1,745.00
7/30/2021	APV220001	Home Depot		\$275.43
7/30/2021	APV220001	Imperial Glove and Safety		\$3,750.00
7/30/2021	APV220001	Journal Center Corporation		\$4,095.25
7/30/2021	APV220001	Marlin Leasing		\$1,193.38
7/30/2021	APV220001	NASSP		\$385.00
7/30/2021	APV220001	New Mexico Activities Association		\$5,456.00
7/30/2021	APV220001	Northwest Evaluation Assoc.		\$8,750.00
7/30/2021	APV220001	PNM		\$6,159.59
7/30/2021	APV220001	PowerSchool Group LLC		\$9,507.10
7/30/2021	APV220001	Public Charter School of NM		\$4,700.00
7/30/2021	APV220001	Sandia Prep		\$800.00
7/30/2021	APV220001	School Fix		\$1,646.55
7/30/2021	APV220001	T-MOBILE FOR EDUCATION		\$440.00

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Outstanding Checks as of July 31, 2021

Accounting Cycle: FY2022; Bank: Wells Fargo ; Statement Date: 07/31/2021; Include Unposted Transactions: No;
 Created On: 8/5/2021 11:14:00 PM

Date	Source Document	Description	Deposit	Withdrawal
7/30/2021	APV220001	Texas IB Schools		\$6,125.00
7/30/2021	APV220001	Trinity Pest Control		\$69.55
7/30/2021	APV220001	USC Rossier School of Education		\$750.00
7/30/2021	APV220001	Vigil Group		\$2,805.04
7/30/2021	APV220002	Albuquerque Bernalillo County Water Utility Authority		\$2,511.03
7/30/2021	PR22-03	Garnand, Elisa		\$1,754.95
7/30/2021	PVM22-019	Legal Shield		\$33.90
7/30/2021	PVM22-020	ReliaStar Life Insurance Company		\$400.00
Sub Total				\$121,659.84

Cottonwood Classical Preparatory School

Fiscal Year 2021-2022

Bank Reconciliation as of July 31, 2021

Bank Account Description Statement Date:	Wells Fargo Main Checking Account July 31, 2021
Beginning balance per bank:	\$ 2,369,820.60
Cleared transactions:	\$ (839,039.85)
Deposits and credits:	\$ 760,488.28
Other bank adjustments	\$ -
Ending balance per bank	\$ 2,291,269.03
Plus: Outstanding Deposits	\$ -
Plus: Cleared items prior to entry	
Less: Outstanding checks	\$ (121,659.84)
Balance per GL	\$ 2,169,609.19

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: 001-769-2122-0001-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2021-2022

Entity Name: Cottonwood Classical Preparatory School

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

Contact: Mike Vigil Jr., Business Manager

Total Approved Budget (Flowthrough): 4,135

Phone: 505-938-7702

Email: mike@vigilgroup.net

FLOWTHROUGH ONLY	
Budget Period: 07/01/2021	To: 06/30/2022
A. Approved Carryover:	
B. Total Current Year Allocation: 4,135	
D. Total Funding Available: 4,135	

Revenue 24312.0000.41924 \$4,135

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24312 CRRSA Retention Stipends	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K- 12) Programs	1411 Teachers- Grades 1-12		\$3,535	\$3,535	
24312 CRRSA Retention Stipends	2400 Support Services-School Administration	51300 Additional Compensation	0000 No Program	1217 Secretarial/Cleri- cal/Technical Assistants		\$200	\$200	
24312 CRRSA Retention Stipends	2600 Operation & Maintenance of Plant	51300 Additional Compensation	0000 No Program	1615 Custodial		\$400	\$400	
Sub Total						\$4,135		
Indirect Cost								
DOC. TOTAL						\$4,135		

Justification:

Entry of awarded allocation as provided by chartering school district.

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: 001-769-2122-0002-IB
Fund Type: Direct Grant
Adjustment Type: Initial Budget

Fiscal Year: 2021-2022

Entity Name: Cottonwood Classical Preparatory School

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

Contact: Mike Vigil Jr., Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7702

Email: mike@vigilgroup.net

FLOWTHROUGH ONLY	
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 26107.0000.43214 \$10,000

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26107 REC/District Fiscal Agent	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12		\$2,500	\$2,500	
26107 REC/District Fiscal Agent	1000 Instruction	53330 Professional Development	1010 Regular Education (K-12) Programs	0000 No Job Class		\$4,785	\$4,785	
26107 REC/District Fiscal Agent	2200 Support Services-Instruction	56114 Library And Audio-Visual	0000 No Program	0000 No Job Class		\$2,715	\$2,715	
Sub Total						\$10,000		
					Indirect Cost			
					DOC. TOTAL	\$10,000		

Justification:

To achieve budget authority over funds received from REC to support CLR program.

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.

Summary of Student Dental Examination Requirements for Enrollment

During the 2019 Legislative Session, House Bill 308 (HB308) was signed into law. In response to this legislation, the New Mexico Public Education Department (NMPED) has promulgated [New Mexico Administrative Code \(NMAC\) 6.12.13](#). Beginning July 1, 2021, this rule requires schools to verify student records of a dental examination within the past year prior to initial enrollment in the district or charter school. If the student has not had a dental examination within the past year, the parent or guardian may sign a Student Dental Examination Waiver indicating their understanding of the risks associated with the student not receiving a dental examination.

The Student Dental Examination Waiver is defined as “a designated field within a school district or charter school's enrollment application, signed by the parent or guardian, and collected and stored by schools, indicating the parent or guardian acknowledges the risks associated with the student not receiving a dental examination and opts not to obtain a dental examination for the student.” Confidentiality should always be maintained for this portion of the student record and only accessible to individuals on a need-to-know basis, consistent with the privacy protections of FERPA. In the best interest of the student, schools should offer the family any available local resources regarding access to oral health care. In addition to local resources, the New Mexico Department of Health, Office of Oral Health is available at 505-827-0837.

Beginning July 1, 2022, NMAC 6.12.13 requires all school districts and charter schools to report end-of-year student data to the NMPED. This data shall include total number of students enrolled with satisfactory evidence (as determined by the district or charter school) of a dental examination within the past year and total number of students enrolled with a signed Student Dental Examination Waiver. A sample form for capturing this student information upon initial enrollment is available, but not required, for school use.

For questions, please contact Ashley Garcia, Medicaid/Health Services Coordinator, at ashley.garcia@state.nm.us.



Report to the Governing Council
John Binnert
August 2021

Updates by ED Outcomes

● **Culture**

- Enrollment update (as of 8/12)
 - 6th: 126
 - 7th: 130
 - 8th: 130
 - 9th: 124
 - 10th: 111
 - 11th: 100
 - 12th: 72
 - OVERALL: 793 (FY21 40D was 783 students)
- Facilities Updates
 - Portables & Site Plan Improvement
 - AS of 8/13, 3 portable buildings have arrived
 - Tentative completion date for portables is 8/27, pending completion of utility hookups and certificate of occupancy
 - On west side of building, (as of 8/13)
 - Completed: basketball court (95%), patio for duty station and bathroom (90%), grading (90%), trenching for electrical (egress road area)
 - Still to be completed: remaining percentages of the aforementioned items, shade structure installation, concrete patio, shot put ring, discus ring, additional trenching and utility work, relocation of the bathroom, and setting of the duty/concessions/storage container
 - Phase 1
 - Awaiting term sheet from one potential lender
 - [Updated cost estimates](#) (8/9/2021)
 - Rough Timeline
 - Secure Lender in August
 - Secure Contractor in September
 - Close on funding in October
 - "Break ground" in November or later

● **IB Focus**

- Overall DP Results, Class of 2021
 - 24 ~~25~~/27 (roughly ~~89~~ **93%**) students successfully earned the Diploma
 - **We had a student appeal one course, and it led to an issuance of their Diploma!**

- Meghan Lowe, IB Coordinator, will share more data and answer questions at September or October GC meeting

- **Diversity & Inclusion**

- [Sharroky Hollie](#) confirmed for a virtual half-day training on October 1st PD day
- CLR has been added to the teacher evaluation rubrics in 2020-21, and more prominence in 2021-22. (see [this website](#) for more information)
- New [CLR scorecard](#) for selection of English Language Arts materials, with more subject areas coming in the future
 - CCPS Librarian Francine Binnert is [triple-credited](#) in supporting the development of the scorecard, as she (1) participated in the development of the scorecard, (2) was selected as a team lead, and (3) was one of only 10 individuals selected to help create the implementation guide. A great resource to have in-house for our English teachers!
- Carisa Petrie, Assistant Director, is leading the effort to coordinate and bridge gaps among and between all areas of CLR and DEI -- Equity Council, CLR, Instructional Materials, At Risk, ELTP, etc... and will be helping to facilitate, along with all staff and the Governing Council, a CCPS Diversity Statement.

- **Operations, State/Local Relations**

- PED toolkit update & reopening plan
 - July 26, 2021, updated NMPED toolkit: [HERE](#)
 - CCPS COVID Response plan and handbook: [HERE](#) (includes an opportunity for anyone to provide feedback on our reopening plans and ESSER III funding application.
 - Another revised toolkit is anticipated as impending, as of 8/13
- FYI on **known** vaccination rates in our community.
- Suggestion from ALC regarding mask policy:
 - While indoors, on campus or as part of any CCPS-sponsored event, including NMAA-sponsored athletics and activities, every student, staff member, parent, visitor, and spectator **MUST** wear an approved mask at all times.



COTTONWOOD CLASSICAL FOUNDATION

Foundation Report
August 12, 2021
Submitted by Curtis Holloway

The Foundation had its latest meeting on Thursday, August 12, 2021.

President's Report. A new candidate for the board, Stephanie Kozemchak, was presented to the board and approved. Stephanie will serve as an at-large member. Stephanie brings fundraising experience as an 8 year employee of the United Way and introduced the Foundation to our web designer, Erin Hielkema. Erin and her company Simply Design will help us redesign the Foundation's website pro bono.

Antoinette discussed briefly about the fundraising calendar and that the next two will be partnered with Restoration Pizza for August and Bow and Arrow Brewery for September.

It was also mentioned that the next meeting for Expanding Excellence is Sept 22 at 4:30 at the school.

Financial Report. After some outstanding bills are paid, the Foundation will have \$34,901 in its cash accounts. Over \$107,000 will be reimbursed after the bond issue in October/November.

The 2021-2022 budget was presented and includes \$15,000 in expected revenue from fundraising with expected outlays of \$25,000 for school support.

It was noted that the Foundation had spent almost \$400,000 on the roof of the school, moved a donation of \$125,000 to the school, and paid design fees of approx. \$107,000 all in a short period of time.

In regards to the bond financing, financial information was recently provided to the private lender, NBH and are waiting for a term sheet to be provided shortly. It is expected that the terms may be 20-25 year maturity, 4-5% interest, with a 10yr balloon payment and no additional borrowings may be undertaken.

Audit is underway and waiting further requests by the auditors.

Executive Director Report. Changes are afoot at the school with 3 of 4 portables on premise; basketball court area has been poured; 3,500ft shade area, shot and discuss ranges will be coming shortly.

Open house for the students will be pushed back and hopefully most of the work will be complete.

Funding costs continue to change with the most likely scenario coming in at approximately \$8 million, up from the \$6.5 million initially planned. This increased amount will fund the "Package 1" which provides for the classroom addition (no furniture), music suite,

auditorium (but not complete), gym with a floor and hoops (no pa system, no bleachers), kitchen would only be a concession stand.

Expected bond/construction timeline:

- Aug - term sheet
- Sep - choose general contractor
- Oct - close of the bond
- Nov - break ground
- Completion of project may be next fall/winter

Secretary Report. Only 1 other area school offers the IB diploma and although it is 5-6 times the size of CCPS, CCPS had 27 students apply for the IB diploma while the other school only had 22!

PAC GC August 2021 Report

- PAC General attendance meeting opened at 6pm on 8.9.21
- 19 total attendees
- Ms. Lowe presented information on the IB Self-Assessment that is currently being conducted. Survey will go out to the CCPS community sometime during the last week of Aug. Ms. Lowe will attend the PAC core team meeting on 9.13.21 to discuss the results, get parent feedback, and discuss a path forward. More info to come.
- Mr. Binnert presented an overview, update and progress on our new facilities work and answered general questions from attendees.
- PAC Core Team Present: John Binnert, Carisa Petrie, Louis G. Papponi, Richard, Hielkema, Ashley Weaver, and Megan Lowe,
- Next PAC Core Team meeting scheduled for 9.13.21 – Areas of focus will be strategic planning for the PAC, review of PAC roles and responsibilities, and the IB Self-Assessment Survey.

To: The CCPS Governing Council

Re: PTO GC Report – August 2021

Date: 8/10/21

From: Liz Titus

PTO Representative to the GC, 2020-2022

CCPS PTO GC Report

PTO Top 3:

1. Support and advocate for the CCPS Community.
2. Fundraise to support students and facility/staff needs.
3. Provide volunteers to and volunteer opportunities for the CCPS Community.

The PTO is excited to start the school year back in person!

- The lunch program has already kicked off for the year. After a few minor hiccups the first week we think it'll be another great fund-raising year. The kids are enjoying everything from Dion's to Subway. The volunteer positions are fully staffed, and everyone is doing a great job. We are so grateful that so many new families volunteered to help out, and as always, we are thrilled to have so many 'seasoned veterans' back as well!

- The PTO hosted a Shirt Exchange at the end of the 1st week of school. We are so grateful to Kim for organizing this event, as well as washing all the donations and storing everything in her home. Well over 50 families attended, trading in shirts and heading home with new sizes, or even a 1st shirt. All new students were invited to stop by and get a free polo to help get through the first of the year while they awaited orders to arrive. We also supplied PE shirts, shorts, and sweatpants, as well as hoodies and winter fleeces. Hopefully everyone is decked out and ready for the year no matter the weather. We are planning to have another shirt exchange at the beginning of next semester. There is also an Exchange Request Form on the PTO portion of the CCPS website where requests can be made directly to Kim to arrange for shirt exchanges throughout the school year.

Staff Input to Governing Council for August 2021 Meeting

This file is located in a folder entitled "Governing Council for Staff" in the Staff Drive

Please type input you would like to go to the Governing Council below.

Please be brief as this entire document will go directly to the GC members. No requirement to include your name. Maybe add quotation marks if your comment is more than one paragraph so it is seen as one comment.

- Please continue universal masking and distancing for this school year. As Delta rises we are all at risk of spreading the virus regardless of our vaccination status and I, for one, do not want to be responsible for spreading this to someone else and their family.
- As an enforcer of the rules during the school day, it is much easier just to ask students to wear their mask. If we differentiate between vaccinated and non vaccinated students, it becomes something teachers have to focus on (and track) which detracts from energy spent on curriculum and social/emotional well being of students.