



# EAST MOUNTAIN HIGH SCHOOL

Engage • Challenge • Inspire



## AGENDA

### EAST MOUNTAIN HIGH SCHOOL GOVERNING COUNCIL

January 30, 2023

- I. Call to Order
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of Consent Agenda
  - A. Budget Adjustment Requests
  - B. Monthly Financials and Check Report
- V. Public Forum/Public Input
- VI. Reports
  - A. Executive Director
  - B. Faculty Liason
  - C. Finance & Facilities Committee
  - D. Strategic Planning and Outcomes Committee
- VII. Consideration of EMHS GC Action Items for Approval
  - A. Bylaw Update
  - B. GC-Foundation MOU Update
- VIII. Parking Lot Items for Future GC Meetings
- IX. GC Board Member Comments
- X. Chair's Report/Comment
- XI. Next Meeting Announcement
- XII. Adjournment

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:** 001-024-2223-0011-1  
**Fund Type:** General Fund / Capital Outlay / Debt Service  
**Adjustment Type:** Increase

**Fiscal Year:** 2022-2023

**Entity Name:** East Mountain High School

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

**Contact:** Gustavo Munoz, Business Manager

**Total Approved Budget (Flowthrough):**

**Phone:** 505-938-7709

**Email:** gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
<b>Budget Period:</b> Jul 1 2022 12:00AM	<b>To:</b> Jun 30 2023 12:00AM
<b>A. Approved Carryover:</b>	
<b>B. Total Current Year Allocation:</b>	
<b>D. Total Funding Available:</b>	

Revenue 23000.0000.41920 \$18,724

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
23000 Non-Instructional Support	1000 Instruction	53711 Other Charges	9000 Co-Curricular and Extra-Curricular Activities	001024 East Mountain High School	0000 No Job Class		\$18,724	\$18,724	
Sub Total							\$18,724		
Indirect Cost									
<b>DOC. TOTAL</b>							\$18,724		

**Justification:**

Budgeting 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: 001-024-2223-0013-D  
Fund Type: Flowthrough  
Adjustment Type: Decrease

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 07/01/2022	To: 06/30/2023
A. Approved Carryover: \$13,740.00	
B. Total Current Year Allocation:	
D. Total Funding Available: 13,740	

Revenue 27502.0000.41924 (\$13,740)

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27502 Career Technical Education Program (Pilot)	1000 Instruction	56118 General Supplies and Materials	3000 Vocational and Technical Programs	001024 East Mountain High School	0000 No Job Class	\$13,740	(\$13,740)		
						Sub Total	(\$13,740)		
						<b>Indirect Cost</b>			
						<b>DOC. TOTAL</b>	(\$13,740)		

**Justification:**

decrease due to award letter per 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.

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: 001-024-2223-0015-1

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2022 12:00AM	To: Jun 30 2023 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.11111 \$40,193

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	001024 East Mountain High School	0000 No Job Class	\$3,217	\$17,255	\$20,472	
11000 Operational	2600 Operation & Maintenance of Plant	54312 Maintenance & Repair - Buildings and Grounds	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$19,280	\$3,034	\$22,314	
11000 Operational	2600 Operation & Maintenance of Plant	54415 Water/Sewage	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$15,000	\$4,743	\$19,743	
11000 Operational	2600 Operation & Maintenance of Plant	55200 Property/Liability Insurance	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$55,000	\$9,957	\$64,957	
11000 Operational	2600 Operation & Maintenance of Plant	55914 Contracts - Interagency	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$10,000	\$2,415	\$12,415	
11000 Operational	2600 Operation & Maintenance of Plant	56113 Software	0000 No Program	001024 East Mountain High School	0000 No Job Class		\$1,607	\$1,607	
11000 Operational	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$11,147	\$1,182	\$12,329	
Sub Total							\$40,193		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$40,193</b>		

**Justification:**

To budget in Cash Carryover per the FY22 Draft Financial Statements.

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: 001-024-2223-0020-I  
Fund Type: Flowthrough  
Adjustment Type: Increase

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough): 568,095

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 07/01/2022	To: 06/30/2023
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 31701.0000.11112 \$21,853

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31701 Capital Improvements SB-9 Local	4000 Capital Outlay	54500 Construction Services	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$150,000	\$18,383	\$168,383	
31701 Capital Improvements SB-9 Local	4000 Capital Outlay	56118 General Supplies and Materials	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$1,030	\$3,470	\$4,500	
Sub Total							\$21,853		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$21,853</b>		

**Justification:**

To budget in Cash Carryover per the FY22 Draft Financial Statements.

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:** 001-024-2223-0019-1  
**Fund Type:** General Fund / Capital Outlay / Debt Service

**Adjustment Type:** Increase

**Fiscal Year:** 2022-2023

**Entity Name:** East Mountain High School

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

**Contact:** Gustavo Munoz, Business Manager

**Total Approved Budget (Flowthrough):**

**Phone:** 505-938-7709

**Email:** gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
<b>Budget Period:</b> Jul 1 2022 12:00AM	<b>To:</b> Jun 30 2023 12:00AM
<b>A. Approved Carryover:</b>	
<b>B. Total Current Year Allocation:</b>	
<b>D. Total Funding Available:</b>	

Revenue 31600.0000.11112 \$196,731

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31600	4000 Capital Outlay	54311 Maintenance & Repair - Furniture/Fixtures/Equipment	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$150,000	\$50,000	\$200,000	
31600	4000 Capital Outlay	54312 Maintenance & Repair - Buildings and Grounds	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$150,000	\$50,000	\$200,000	
31600	4000 Capital Outlay	54500 Construction Services	0000 No Program	001024 East Mountain High School	0000 No Job Class	\$279,711	\$95,731	\$375,442	
31600	4000 Capital Outlay	56119 Supply Assets (\$5,000 or less).	0000 No Program	001024 East Mountain High School	0000 No Job Class		\$1,000	\$1,000	
Sub Total							\$196,731		
Indirect Cost									
<b>DOC. TOTAL</b>							\$196,731		

**Justification:**

To budget in Cash Carryover per the FY22 Draft Financial Statements.

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:** 001-024-2223-0018-I  
**Fund Type:** General Fund / Capital Outlay / Debt Service

**Adjustment Type:** Increase

**Fiscal Year:** 2022-2023

**Entity Name:** East Mountain High School

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

**Contact:** Gustavo Munoz, Business Manager

**Total Approved Budget (Flowthrough):**

**Phone:** 505-938-7709

**Email:** gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
<b>Budget Period:</b> Jul 1 2022 12:00AM	<b>To:</b> Jun 30 2023 12:00AM
<b>A. Approved Carryover:</b>	
<b>B. Total Current Year Allocation:</b>	
<b>D. Total Funding Available:</b>	

Revenue 23000.0000.11112 \$25,614

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
23000 Non-Instructional Support	1000 Instruction	53711 Other Charges	9000 Co-Curricular and Extra-Curricular Activities	001024 East Mountain High School	0000 No Job Class		\$25,614	\$25,614	
Sub Total							\$25,614		
Indirect Cost									
<b>DOC. TOTAL</b>							\$25,614		

**Justification:**

To budget in Cash Carryover per the FY22 Draft Financial Statements.

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: 001-024-2223-0017-D  
Fund Type: Flowthrough  
Adjustment Type: Decrease

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough): 13,009

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	Budget Period: 07/01/2022	To: 06/30/2023
	A. Approved Carryover:	
	B. Total Current Year Allocation:	
	D. Total Funding Available:	

Revenue 14000.0000.11112 (\$301)

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
14000	1000 Instruction	56108 Instructional Materials Credit - 25% of 56111	1010 Regular Education (PreK-12) Programs	001024 East Mountain High School	0000 No Job Class	\$4,500	(\$301)	\$4,199	
						Sub Total	(\$301)		
						<b>Indirect Cost</b>			
						<b>DOC. TOTAL</b>	(\$301)		

**Justification:**

To decrease budget in Cash Carryover per the FY22 Draft Financial Statements.

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: 001-024-2223-0021-I  
Fund Type: Direct Grant  
Adjustment Type: Increase

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2022 12:00AM	To: Jun 30 2023 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 26107.0000.11112                      \$25

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26107 REC/District Fiscal Agent	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	001024 East Mountain High School	0000 No Job Class	\$216	\$25	\$241	
Sub Total							\$25		
Indirect Cost									
<b>DOC. TOTAL</b>							\$25		

**Justification:**

To budget in Cash Carryover per the FY22 Draft Financial Statements.

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: 001-024-2223-0023-D

Fund Type: Direct Grant

Adjustment Type: Decrease

Fiscal Year: 2022-2023

Entity Name: East Mountain High School

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2022 12:00AM	To: Jun 30 2023 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 29102.0000.11112 (\$1,150)

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
29102 Private Dir Grants (Categorical)	1000 Instruction	53711 Other Charges	1010 Regular Education (PreK-12) Programs	001024 East Mountain High School	0000 No Job Class	\$2,398	(\$1,150)	\$1,248	
Sub Total							(\$1,150)		
Indirect Cost									
<b>DOC. TOTAL</b>							(\$1,150)		

**Justification:**

To decrease budget in Cash Carryover per the FY22 Draft Financial Statements.

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:** 001-024-2223-0011-1  
**Fund Type:** General Fund / Capital Outlay / Debt Service  
**Adjustment Type:** Increase

**Fiscal Year:** 2022-2023

**Entity Name:** East Mountain High School

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

**Contact:** Gustavo Munoz, Business Manager

**Total Approved Budget (Flowthrough):**

**Phone:** 505-938-7709

**Email:** gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
<b>Budget Period:</b> Jul 1 2022 12:00AM	<b>To:</b> Jun 30 2023 12:00AM
<b>A. Approved Carryover:</b>	
<b>B. Total Current Year Allocation:</b>	
<b>D. Total Funding Available:</b>	

Revenue 23000.0000.41920 \$18,724

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
23000 Non-Instructional Support	1000 Instruction	53711 Other Charges	9000 Co-Curricular and Extra-Curricular Activities	001024 East Mountain High School	0000 No Job Class		\$18,724	\$18,724	
Sub Total							\$18,724		
Indirect Cost									
<b>DOC. TOTAL</b>							\$18,724		

**Justification:**

Budgeting 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.

**East Mountain High School  
Revenue Report  
as of December 31st, 2022**

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
<b>Operational - SEG</b>	\$ 4,041,771.00	\$ 2,052,646.01	\$ 1,989,124.99
<b>Activities</b>	\$ 46,000.00	\$ 71,752.55	\$ (25,752.55)
<b>IDEA-B</b>	\$ 52,995.00	\$ -	\$ 52,995.00
<b>English Language acquisition</b>	\$ 25.00	\$ -	\$ 25.00
<b>Title II</b>	\$ 20,419.00	\$ -	\$ 20,419.00
<b>Carl D Perkins</b>	\$ 14,199.00	\$ -	\$ 14,199.00
<b>CRRSA/ESSER II</b>	\$ 311,029.00	\$ -	\$ 311,029.00
<b>ARP ESSER III</b>	\$ 791,022.00	\$ -	\$ 791,022.00
<b>2012 GOB Public School Library</b>	\$ 8,138.00	\$ -	\$ 8,138.00
<b>K 12 plus/ ELTP planning grant</b>	\$ 25,000.00	\$ -	\$ 25,000.00
<b>CTE Grant</b>	\$ 13,740.00	\$ -	\$ 13,740.00
<b>COVID Testing Grant</b>	\$ 61,443.00	\$ 24,330.00	\$ 37,113.00
<b>Public School Capital Outlay</b>	\$ 296,471.00	\$ -	\$ 296,471.00
<b>Special Capital Outlay</b>	\$ 264,169.00	\$ -	\$ 264,169.00
<b>Capital improvements HB-33</b>	\$ 294,806.00	\$ 74,276.29	\$ 220,529.71
<b>Capital Improvements SB-9</b>	\$ 153,151.00	\$ 37,417.70	\$ 115,733.30
	<b>\$ 6,394,378.00</b>	<b>\$ 2,260,422.55</b>	<b>\$ 4,133,955.45</b>

**East Mountain High School  
Expenditure Report  
as of December 31st, 2022**

**Operational**

Salaries Expense-Substitute	\$ -	\$ 1,200.00	\$ 1,200.00	\$ (2,400.00)
Salaries Expense-Teacher	\$ 1,465,876.00	\$ 678,757.26	\$ 945,379.14	\$ (158,260.40)
Salaries Expense-SPED Teacher	\$ 211,329.00	\$ 79,703.40	\$ 98,057.60	\$ 33,568.00
Salaries Expense-EA	\$ 42,636.00	\$ -	\$ -	\$ 42,636.00
Salaries Expense-SPED EA	\$ 28,775.00	\$ 24,484.45	\$ 26,065.55	\$ (21,775.00)
Salaries Expense-Teacher	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00
Salaries Expense-Teacher	\$ -	\$ 2,146.00	\$ -	\$ (2,146.00)
Stipend-Teacher	\$ 25,000.00	\$ 8,827.27	\$ 4,327.12	\$ 11,845.61
Stipend-Teacher	\$ -	\$ 175.00	\$ -	\$ (175.00)
Stipend-SPED Teacher	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Stipend- SPED Gifted- teacher	\$ 6,600.00	\$ 2,690.88	\$ 4,709.12	\$ (800.00)
Stipend-EA	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Stipend-SPED EA	\$ 1,000.00	\$ 957.70	\$ -	\$ 42.30
Stipend-Teacher	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
Stipend-Teacher	\$ -	\$ 2,573.30	\$ 4,142.08	\$ (6,715.38)
Stipend-Athletics	\$ 49,000.00	\$ -	\$ -	\$ 49,000.00
Stipend-Athletics-Cross Country	\$ -	\$ 1,640.55	\$ 1,312.45	\$ (2,953.00)
Stipend-Athletics-Volleyball	\$ -	\$ 7,260.00	\$ -	\$ (7,260.00)
Stipend-Athletics-Golf	\$ -	\$ 1,875.00	\$ -	\$ (1,875.00)
Stipend-Athletics-Boys Basketball	\$ -	\$ 2,121.00	\$ 4,242.00	\$ (6,363.00)
Stipend-Athletics-Girls Basketball	\$ -	\$ 2,121.00	\$ 4,242.00	\$ (6,363.00)
Stipend-Athletics-Cross Country	\$ -	\$ 6,115.00	\$ -	\$ (6,115.00)
Stipend-Athletics-Boys Soccer	\$ -	\$ 3,632.00	\$ -	\$ (3,632.00)
Stipend-Athletics-Girls Soccer	\$ -	\$ 5,617.00	\$ -	\$ (5,617.00)
Stipend-Activites	\$ 17,291.00	\$ 2,486.40	\$ 35,543.17	\$ (20,738.57)
Stipend-Activites-National Honor Society	\$ -	\$ 545.44	\$ 954.56	\$ (1,500.00)
Stipend-Activites-InterAct Club	\$ -	\$ 229.12	\$ 400.88	\$ (630.00)
Stipend-Activites-Model UN	\$ -	\$ 654.56	\$ 1,145.44	\$ (1,800.00)
Stipend-Activites-Speech & Debate Club	\$ -	\$ 3,218.16	\$ 5,181.84	\$ (8,400.00)
Stipend-Activites-Gay-Lesbian Alliance	\$ -	\$ 76.40	\$ 133.60	\$ (210.00)
Employee Benefits	\$ 575,496.00	\$ 263,500.30	\$ 397,830.50	\$ (85,834.80)
Professional Development	\$ 1,000.00	\$ 2,042.50	\$ -	\$ (1,042.50)
Professional Development	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Charges	\$ 92,000.00	\$ 50,652.23	\$ 40,980.30	\$ 367.47
Rentals of Computers and Related Equipment	\$ 12,000.00	\$ 11,865.24	\$ 30,109.36	\$ (29,974.60)
Student Travel	\$ 45,000.00	\$ 29,145.51	\$ 4,859.31	\$ 10,995.18
Employee Travel - Teachers	\$ -	\$ 10,291.12	\$ 775.00	\$ (11,066.12)
Instructional Materials On-Line Digital Subscriptions	\$ -	\$ 582.67	\$ 5,414.89	\$ (5,997.56)
Instructional Materials - Dual Credit	\$ 19,000.00	\$ 107.94	\$ -	\$ 18,892.06
Other Textbooks	\$ 19,011.00	\$ 10,975.34	\$ 92.50	\$ 7,943.16
Other Textbooks	\$ -	\$ 450.00	\$ 7,401.00	\$ (7,851.00)
Other Textbooks	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Other Textbooks	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Software	\$ 2,000.00	\$ 20,734.62	\$ -	\$ (18,734.62)
Software	\$ 500.00	\$ -	\$ -	\$ 500.00
Software	\$ 500.00	\$ -	\$ -	\$ 500.00
General Supplies and Materials	\$ 38,217.70	\$ 16,860.74	\$ 18,924.25	\$ 2,432.01
Supply Assets (\$5000 or less)	\$ 58,433.00	\$ 33,896.47	\$ -	\$ 24,536.53
Supply Assets (Under \$5,000)	\$ 500.00	\$ -	\$ -	\$ 500.00
Supply Assets (Under \$5,000)	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
<b>Function 1000 - Instruction</b>	<b>\$ 2,877,664.00</b>	<b>\$ 1,290,211.57</b>	<b>\$ 1,643,423.66</b>	<b>\$ (55,971.23)</b>
Salaries Expense-Social worker	\$ 76,500.00	\$ 57,272.73	\$ 58,184.13	\$ (38,956.86)
Salaries Expense-Nurse	\$ 74,987.00	\$ 29,296.45	\$ 38,287.55	\$ 7,403.00
Salaries Expense-Student/school support	\$ -	\$ 24,830.30	\$ 23,383.26	\$ (48,213.56)
Salaries Expense-Diagnostic	\$ -	\$ 1,920.00	\$ 11,264.53	\$ (13,184.53)
Salaries Expense-Social worker	\$ 76,500.00	\$ -	\$ -	\$ 76,500.00
Salaries Expense-Student/school support	\$ 79,100.00	\$ -	\$ -	\$ 79,100.00
Stipend-Social worker	\$ -	\$ 392.72	\$ 477.28	\$ (870.00)

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Stipend-Student/school support	\$ -	\$ 272.72	\$ 477.28	\$ (750.00)
Employee Benefits	\$ 103,691.00	\$ 35,942.68	\$ 48,511.78	\$ 19,236.54
Diagnosticians - Contracted	\$ 10,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
Speech Therapists - Contracted	\$ 25,000.00	\$ 7,425.39	\$ 15,299.12	\$ 2,275.49
Occupational Therapists - Contracted	\$ 2,000.00	\$ 3,595.87	\$ 2,474.41	\$ (4,070.28)
Vision	\$ 2,745.00	\$ -	\$ -	\$ 2,745.00
Psychologists - Contracted	\$ -	\$ -	\$ 700.00	\$ (700.00)
Psychologists - Contracted	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -
Professional Development	\$ -	\$ 1,148.00	\$ -	\$ (1,148.00)
Professional Development	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Other Professional/Technical Services	\$ 27,000.00	\$ 13,327.29	\$ 16,672.71	\$ (3,000.00)
Other Professional/Technical Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Other Charges	\$ 500.00	\$ 941.00	\$ -	\$ (441.00)
General Supplies and Materials	\$ 500.00	\$ 467.73	\$ 834.86	\$ (802.59)
General Supplies and Materials	\$ -	\$ 344.54	\$ -	\$ (344.54)
<b>Function 2100 - Support Services-Students</b>	<b>\$ 491,023.00</b>	<b>\$ 177,177.42</b>	<b>\$ 224,066.91</b>	<b>\$ 89,778.67</b>
Stipend-library/media assistants	\$ 2,700.00	\$ 181.80	\$ 509.12	\$ 2,009.08
Stipend-Data processing	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Stipend-library/media assistants	\$ -	\$ 109.08	\$ -	\$ (109.08)
Employee Benefits	\$ 991.00	\$ 75.02	\$ 133.10	\$ 782.88
Other Charges	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
General Supplies and Materials	\$ 20,000.00	\$ 2,736.00	\$ 8,491.00	\$ 8,773.00
<b>Function 2200 - Support Services-Instruction</b>	<b>\$ 25,691.00</b>	<b>\$ 3,101.90</b>	<b>\$ 9,133.22</b>	<b>\$ 13,455.88</b>
Salaries- Superintendent	\$ 43,390.00	\$ 23,652.19	\$ 23,652.21	\$ (3,914.40)
Salaries-Data processing	\$ 63,643.00	\$ 31,821.48	\$ 31,821.52	\$ -
Salaries- Clerical assistants	\$ 62,639.00	\$ 30,337.74	\$ 37,561.17	\$ (5,259.91)
Salaries-Data processing	\$ 42,547.00	\$ 21,273.48	\$ 21,273.52	\$ -
Employee Benefits	\$ 84,258.00	\$ 37,515.81	\$ 39,727.40	\$ 7,014.79
Professional Development	\$ 150.00	\$ -	\$ -	\$ 150.00
Auditing	\$ 25,000.00	\$ 19,684.91	\$ 5,315.09	\$ -
Legal	\$ 15,000.00	\$ 220.90	\$ 14,779.10	\$ -
Other Professional/Technical Services	\$ 25,000.00	\$ 2,568.12	\$ 3,619.20	\$ 18,812.68
Other Charges	\$ 16,000.00	\$ 4,850.42	\$ 800.00	\$ 10,349.58
Rentals of Computers and Related Equipment	\$ 5,500.00	\$ 1,126.15	\$ 4,065.39	\$ 308.46
Board Training	\$ 5,000.00	\$ -	\$ 8,000.00	\$ (3,000.00)
Software	\$ -	\$ 6,045.49	\$ 296.25	\$ (6,341.74)
General Supplies and Materials	\$ -	\$ 622.83	\$ 460.00	\$ (1,082.83)
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 388,127.00</b>	<b>\$ 179,719.52</b>	<b>\$ 191,370.85</b>	<b>\$ 17,036.63</b>
Salaries-Principal	\$ 65,084.00	\$ 34,226.12	\$ 30,469.66	\$ 388.22
Salaries-Coordinator matter specialists	\$ 97,858.00	\$ 46,050.84	\$ 42,021.36	\$ 9,785.80
Employee Benefits	\$ 46,045.00	\$ 20,178.35	\$ 19,718.83	\$ 6,147.82
Professional Development	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Charges	\$ 7,858.00	\$ 12,957.74	\$ -	\$ (5,099.74)
Other Charges- Graduation	\$ -	\$ 2,107.59	\$ 1,405.06	\$ (3,512.65)
General Supplies and Materials	\$ 5,000.00	\$ 499.03	\$ 757.50	\$ 3,743.47
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 224,845.00</b>	<b>\$ 116,019.67</b>	<b>\$ 94,372.41</b>	<b>\$ 14,452.92</b>
Salaries-Business Office support	\$ 53,562.00	\$ 27,576.00	\$ 26,589.00	\$ (603.00)
Employee Benefits	\$ 165,726.00	\$ 7,373.58	\$ 8,986.27	\$ 149,366.15
Professional Development	\$ 800.00	\$ -	\$ -	\$ 800.00
Other Professional/Technical Services	\$ -	\$ 28,784.05	\$ 40,428.95	\$ (69,213.00)
Other Charges	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Contract Services	\$ -	\$ -	\$ 20,600.00	\$ (20,600.00)
Software	\$ 18,000.00	\$ 14,852.05	\$ -	\$ 3,147.95
General Supplies and Materials	\$ 500.00	\$ 2,275.38	\$ 5,089.88	\$ (6,865.26)
<b>Function 2500 - Central Services</b>	<b>\$ 241,588.00</b>	<b>\$ 80,861.06</b>	<b>\$ 101,694.10</b>	<b>\$ 59,032.84</b>
Salaries- custodial	\$ 67,141.00	\$ 31,919.09	\$ 29,869.88	\$ 5,352.03
Salaries- Overtime custodial	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Employee Benefits	\$ 32,234.00	\$ 14,440.42	\$ 13,818.47	\$ 3,975.11
Professional Development	\$ 150.00	\$ -	\$ -	\$ 150.00

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Other Charges	\$ 17,000.00	\$ 310.32	\$ 2,824.58	\$ 13,865.10
Maintenance & Repair Furniture/Fixtures/Equipment	\$ 10,000.00	\$ 2,115.52	\$ 492.96	\$ 7,391.52
Maintenance & Repair - Buildings And Grounds	\$ 19,280.00	\$ 9,542.00	\$ 12,771.93	\$ (3,033.93)
Electricity	\$ 30,000.00	\$ 14,422.63	\$ 15,577.37	\$ -
Natural Gas (Buildings)	\$ 20,000.00	\$ 2,024.76	\$ 17,975.24	\$ -
Water/Sewage	\$ 15,000.00	\$ 11,956.58	\$ 7,699.39	\$ (4,655.97)
Water/Sewage	\$ 62,000.00	\$ -	\$ -	\$ 62,000.00
Communication Services	\$ -	\$ 34,849.85	\$ 38,679.26	\$ (73,529.11)
Property/Liability Insurance	\$ 55,000.00	\$ 84,215.00	\$ -	\$ (29,215.00)
Contracts - Interagency	\$ 10,000.00	\$ 3,179.06	\$ 9,235.86	\$ (2,414.92)
Software	\$ -	\$ -	\$ 1,606.77	\$ (1,606.77)
General Supplies and Materials	\$ 11,147.00	\$ 8,298.40	\$ 4,029.93	\$ (1,181.33)
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 349,952.00</b>	<b>\$ 217,273.63</b>	<b>\$ 154,581.64</b>	<b>\$ (21,903.27)</b>
Salaries-Maintenance	\$ 5,000.00	\$ 2,027.76	\$ 5,635.95	\$ (2,663.71)
Stipend-Bus driver	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Employee Benefits	\$ 1,033.00	\$ 170.89	\$ 518.92	\$ 343.19
Other Charges	\$ 350.00	\$ -	\$ -	\$ 350.00
Property/Liability Insurance	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -
Bus Inspections	\$ 400.00	\$ 156.24	\$ 243.76	\$ -
Diesel Fuel	\$ 3,000.00	\$ 791.55	\$ 4,208.45	\$ (2,000.00)
Lubricants/Anti-Freeze	\$ 720.00	\$ 205.40	\$ 126.00	\$ 388.60
Tires/Tubes	\$ 3,600.00	\$ -	\$ -	\$ 3,600.00
Maintenance Supplies/Parts	\$ 1,000.00	\$ 463.89	\$ -	\$ 536.11
<b>Function 2700 - Student Transportation</b>	<b>\$ 24,103.00</b>	<b>\$ 3,815.73</b>	<b>\$ 14,733.08</b>	<b>\$ 5,554.19</b>
Emergency Reserve	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
<b>Function 2900 - Other Support Services</b>	<b>\$ 60,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000.00</b>
<b>Fund 11000 - Operational</b>	<b>\$ 4,682,993.00</b>	<b>\$ 2,068,180.50</b>	<b>\$ 2,433,375.87</b>	<b>\$ 181,436.63</b>

**Total Instructional Materials Sub-Fund**

Instructional Materials Credit - 50% Other	\$4,500.00	\$525.01	\$1,991.66	\$1,983.33
Instructional Materials Credit - 50% Other	\$1,500.00	\$986.75	\$8.25	\$505.00
Instructional Materials On-Line Digital Subscriptions	\$3,209.00	\$2,631.25	\$6,786.08	(\$6,208.33)
Instructional Materials - Online Digital Subscriptions	\$500.00	\$0.00	\$0.00	\$500.00
Instructional Materials On-Line Digital Subscriptions	\$3,300.00	\$0.00	\$80.00	\$3,220.00
<b>Function 1000 - Instruction</b>	<b>\$13,009.00</b>	<b>\$4,143.01</b>	<b>\$8,865.99</b>	<b>\$0.00</b>
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$13,009.00</b>	<b>\$4,143.01</b>	<b>\$8,865.99</b>	<b>\$0.00</b>

**Non-Instructional Support**

Other Charges-General Activities	\$0.00	\$4,263.05	\$3,864.95	(\$8,128.00)
Other Charges-SPSO	\$0.00	\$2,059.01	\$544.76	(\$2,603.77)
Other Charges-National Honor Society	\$0.00	\$345.33	\$0.00	(\$345.33)
Other Charges-Yearbook	\$0.00	\$4,625.23	\$9,500.00	(\$14,125.23)
Other Charges-Student Council	\$0.00	\$4,080.98	\$1,350.00	(\$5,430.98)
Other Charges-InterAct Club	\$0.00	\$188.18	\$0.00	(\$188.18)
Other Charges-Model UN	\$0.00	\$4,311.01	\$4,647.24	(\$8,958.25)
Other Charges-Speech & Debate Club	\$0.00	\$168.61	\$200.00	(\$368.61)
Other Charges-MESA Club	\$0.00	\$710.64	\$0.00	(\$710.64)
Other Charges-General Activities	\$0.00	\$0.00	\$425.00	(\$425.00)
Student Travel-Speech & Debate Club	\$0.00	\$790.49	\$0.00	(\$790.49)
Student Travel-MESA Club	\$0.00	\$756.06	\$18,720.00	(\$19,476.06)
Food-SPSO	\$0.00	\$1,635.05	\$0.00	(\$1,635.05)
General Supplies and Materials-Speech & Debate Club	\$0.00	\$686.39	\$0.00	(\$686.39)
General Supplies and Materials-General Activities	\$0.00	\$4,085.30	\$0.00	(\$4,085.30)
General Supplies and Materials-default	\$56,040.00	\$0.00	\$0.00	\$56,040.00
General Supplies and Materials-SPSO	\$0.00	\$214.90	\$0.00	(\$214.90)
General Supplies and Materials-Athletics	\$0.00	\$1,125.00	\$73.75	(\$1,198.75)
General Supplies and Materials-Bowling	\$0.00	\$918.75	\$198.88	(\$1,117.63)

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General Supplies and Materials-Baseball	\$0.00	\$97.50	\$0.00	(\$97.50)
General Supplies and Materials-Boys Basketball	\$0.00	\$0.00	\$395.00	(\$395.00)
General Supplies and Materials-Girls Basketball	\$0.00	\$0.00	\$75.00	(\$75.00)
General Supplies and Materials-Cross Country Meets	\$0.00	\$962.50	\$0.00	(\$962.50)
General Supplies and Materials-National Honor Society	\$0.00	\$248.18	\$0.00	(\$248.18)
General Supplies and Materials-Student Council	\$0.00	\$336.20	\$77.11	(\$413.31)
General Supplies and Materials-Model UN	\$0.00	\$265.00	\$0.00	(\$265.00)
General Supplies and Materials-Speech & Debate Club	\$0.00	\$1,541.74	\$0.00	(\$1,541.74)
General Supplies and Materials-MESA Club	\$0.00	\$7,686.27	\$3,753.91	(\$11,440.18)
General Supplies and Materials-General Activities	\$0.00	\$700.41	\$0.00	(\$700.41)
<b>Function 1000 - Instruction</b>	<b>\$56,040.00</b>	<b>\$42,801.78</b>	<b>\$43,825.60</b>	<b>(\$30,587.38)</b>
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$56,040.00</b>	<b>\$42,801.78</b>	<b>\$43,825.60</b>	<b>(\$30,587.38)</b>

**Entitlement IDEA-B**

Salaries Expense-SPED EA	\$24,000.00	\$0.00	\$0.00	\$24,000.00
Employee Benefits	\$6,432.00	\$0.00	\$0.00	\$6,432.00
Occupational Therapists - Contracted	\$0.00	\$728.45	\$501.27	(\$1,229.72)
<b>Function 1000 - Instruction</b>	<b>\$30,432.00</b>	<b>\$728.45</b>	<b>\$501.27</b>	<b>\$29,202.28</b>
Diagnosticians - Contracted	\$4,477.00	\$0.00	\$0.00	\$4,477.00
Speech Therapists - Contracted	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Occupational Therapists - Contracted	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Psychologists - Contracted	\$1,086.00	\$0.00	\$0.00	\$1,086.00
<b>Function 2100 - Support Services-Students</b>	<b>\$22,563.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,563.00</b>
<b>Fund 24106 - Entitlement IDEA-B</b>	<b>\$52,995.00</b>	<b>\$728.45</b>	<b>\$501.27</b>	<b>\$51,765.28</b>

**English Language Acquisition**

General Supplies and Materials	\$ 25.00	\$ -	\$ -	\$ 25.00
<b>Function 1000 - Instruction</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25.00</b>
<b>Fund 24153 - English Language Acquisition</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25.00</b>

**Title II Teacher/Principal Training & Recruiting**

Professional Development	\$7,500.00	\$3,406.63	\$0.00	\$4,093.37
Professional Development	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Professional Development	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Other Textbooks	\$3,500.00	\$0.00	\$0.00	\$3,500.00
Other Textbooks	\$1,500.00	\$0.00	\$0.00	\$1,500.00
<b>Function 1000 - Instruction</b>	<b>\$16,500.00</b>	<b>\$3,406.63</b>	<b>\$0.00</b>	<b>\$13,093.37</b>
Professional Development	\$1,953.00	\$0.00	\$0.00	\$1,953.00
<b>Function 2100 - Support Services-Students</b>	<b>\$1,953.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,953.00</b>
Professional Development	\$1,966.00	\$0.00	\$0.00	\$1,966.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$1,966.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,966.00</b>
<b>Fund 24154 - Title II Teacher/Principal Training &amp; Recruiting</b>	<b>\$20,419.00</b>	<b>\$3,406.63</b>	<b>\$0.00</b>	<b>\$17,012.37</b>

**Carl D Perkins Secondary - Current**

Other Contract Services	\$4,199.00	\$0.00	\$0.00	\$4,199.00
General Supplies and Materials	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>Function 1000 - Instruction</b>	<b>\$14,199.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,199.00</b>
<b>Fund 24174 - Carl D Perkins Secondary - Current</b>	<b>\$14,199.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,199.00</b>

**CRRSA**

Stipend-Teacher	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Professional Development	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Employee Benefits	\$6,166.00	\$0.00	\$0.00	\$6,166.00



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Professional Development	\$5,699.00	\$4,199.00	\$1,500.00	\$0.00
Software	\$1,492.00	\$0.00	\$0.00	\$1,492.00
General Supplies and Materials	\$0.00	\$1,491.03	\$0.00	(\$1,491.03)
<b>Function 1000 - Instruction</b>	<b>\$1,297.00</b>	<b>\$1,296.91</b>	<b>\$0.00</b>	<b>\$0.09</b>
Salaries Expense-Social worker	\$37,654.00	\$6,986.94	\$1,500.00	\$29,167.06
Salaries Expense-Student/school support	\$15,887.00	\$4,180.65	\$11,705.79	\$0.56
Stipend-Social worker	\$15,887.00	\$4,180.65	\$11,705.79	\$0.56
Stipend-Student/school support	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Stipend-SPED EA	\$5,000.00	\$240.00	\$1,156.80	\$3,603.20
Employee Benefits	\$0.00	\$130.00	\$374.47	(\$504.47)
Professional Development	\$5,241.00	\$2,336.08	\$6,721.82	(\$3,816.90)
Other Professional/Technical Services	\$4,149.00	\$0.00	\$0.00	\$4,149.00
Other Charges	\$1,500.00	\$0.00	\$0.00	\$1,500.00
General Supplies and Materials	\$0.00	\$6.49	\$0.00	(\$6.49)
<b>Function 2100 - Support Services-Students</b>	<b>\$500.00</b>	<b>\$922.75</b>	<b>\$0.00</b>	<b>(\$422.75)</b>
Maintenance & Repair Furniture/Fixtures/Equipment	\$53,164.00	\$11,996.62	\$31,664.67	\$9,502.71
Maintenance & Repair - Buildings And Grounds	\$0.00	\$2,500.00	\$0.00	(\$2,500.00)
General Supplies and Materials	\$218,570.00	\$0.00	\$0.00	\$218,570.00
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$1,641.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,641.00</b>
<b>Fund 24308 - CRRSA</b>	<b>\$220,211.00</b>	<b>\$2,500.00</b>	<b>\$0.00</b>	<b>\$217,711.00</b>
	\$ 311,029.00	\$ 21,483.56	\$ 33,164.67	\$ 256,380.77

**ARP ESSER III CDFA 84.425U**

Salaries Expense-Teacher	\$0.00	\$3,486.75	\$9,762.85	(\$13,249.60)
Salaries Expense-SPED Teacher	\$0.00	\$9,662.10	\$27,053.90	(\$36,716.00)
Salaries Expense-SPED EA	\$0.00	\$5,866.05	\$16,424.95	(\$22,291.00)
Stipend-Teacher	\$150,000.00	\$10,251.91	\$59,356.38	\$80,391.71
Stipend-SPED Teacher	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Stipend-SPED EA	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Stipend-Teacher	\$0.00	\$3,286.00	\$0.00	(\$3,286.00)
Employee Benefits	\$48,115.00	\$9,752.66	\$32,935.20	\$5,427.14
Other Professional/Technical Services	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Other Charges-SPSO	\$0.00	\$100.00	\$0.00	(\$100.00)
Other Charges	\$26,000.00	\$0.00	\$2,526.00	\$23,474.00
Software	\$21,000.00	\$19,941.50	\$0.00	\$1,058.50
Software	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Software	\$2,500.00	\$0.00	\$8,000.00	(\$5,500.00)
General Supplies and Materials	\$109,830.00	\$1,264.73	\$9.45	\$108,555.82
General Supplies and Materials	\$16,100.00	\$0.00	\$0.00	\$16,100.00
General Supplies and Materials	\$21,500.00	\$0.00	\$0.00	\$21,500.00
General Supplies and Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Supply Assets (\$5000 or less)	\$5,386.00	\$88,469.61	\$0.00	(\$83,083.61)
Supply Assets (Under \$5,000)	\$5,500.00	\$0.00	\$0.00	\$5,500.00
Supply Assets (Under \$5,000)	\$5,500.00	\$0.00	\$0.00	\$5,500.00
Supply Assets (Under \$5,000)	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>Function 1000 - Instruction</b>	<b>\$490,931.00</b>	<b>\$152,081.31</b>	<b>\$156,068.73</b>	<b>\$182,780.96</b>
Salaries expense-Coordinator matter specialists	\$0.00	\$2,878.20	\$6,907.60	(\$9,785.80)
Salaries Expense-Social worker	\$0.00	\$6,118.80	\$16,686.90	(\$22,805.70)
Salaries Expense-Student/school support	\$0.00	\$3,947.35	\$11,052.65	(\$15,000.00)
Stipend-Social worker	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Stipend-Student/school support	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Employee Benefits	\$3,831.00	\$3,799.15	\$10,135.09	(\$10,103.24)
Specialists - Contracted	\$26,000.00	\$0.00	\$0.00	\$26,000.00
General Supplies and Materials	\$20,167.00	\$0.00	\$0.00	\$20,167.00
<b>Function 2100 - Support Services-Students</b>	<b>\$64,998.00</b>	<b>\$16,743.50</b>	<b>\$44,782.24</b>	<b>\$3,472.26</b>
Stipend- Superintendent	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Stipend- Business office support	\$0.00	\$705.00	\$1,692.00	(\$2,397.00)
Stipend-Data processing	\$0.00	\$208.00	\$0.00	(\$208.00)
Employee Benefits	\$2,680.00	\$242.46	\$457.34	\$1,980.20

**East Mountain High School  
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<b>Function 2300 - Support Services-General Administration</b>	<b>\$12,680.00</b>	<b>\$1,155.46</b>	<b>\$2,149.34</b>	<b>\$9,375.20</b>
Salaries expense-Principal	\$7,096.00	\$1,252.17	\$5,008.65	\$835.18
Employee Benefits	\$1,906.00	\$335.10	\$1,346.90	\$224.00
Professional Development	\$6,833.00	\$6,833.00	\$0.00	\$0.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$15,835.00</b>	<b>\$8,420.27</b>	<b>\$6,355.55</b>	<b>\$1,059.18</b>
Salaries Expense- custodial	\$881.00	\$1,764.70	\$4,235.30	(\$5,119.00)
Stipend- custodial	\$0.00	\$110.00	\$0.00	(\$110.00)
Employee Benefits	\$0.00	\$836.00	\$1,855.52	(\$2,691.60)
Maintenance & Repair Furniture/Fixtures/Equipment	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Maintenance & Repair - Buildings And Grounds	\$37,000.00	\$89,599.95	\$31,940.00	(\$84,539.95)
Other Contract Services	\$0.00	\$0.00	\$8,896.66	(\$8,896.66)
General Supplies and Materials	\$18,697.00	\$0.00	\$0.00	\$18,697.00
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,520.48</b>	<b>(\$24,520.48)</b>
<b>Fund 24330 - ARP ESSER III CDEA 84.425U</b>	<b>\$206,578.00</b>	<b>\$92,310.73</b>	<b>\$71,447.96</b>	<b>\$42,819.31</b>
	\$ 791,022.00	\$ 270,711.27	\$ 280,803.82	\$ 239,506.91

**REC/District Fiscal Agent**

Other Textbooks	\$200.00	\$0.00	\$0.00	\$200.00
General Supplies and Materials	\$216.00	\$0.00	\$0.00	\$216.00
General Supplies and Materials	\$200.00	\$0.00	\$0.00	\$200.00
<b>Function 1000 - Instruction</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$616.00</b>
<b>Fund 26107 - REC/District Fiscal Agent</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$616.00</b>

**2012 GOB Public School Library**

Library And Audio-Visual	\$8,138.00	\$0.00	\$0.00	\$8,138.00
<b>Function 2200 - Support Services-Instruction</b>	<b>\$8,138.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,138.00</b>
<b>Fund 27107 - 2012 GOB Public School Library</b>	<b>\$8,138.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,138.00</b>

**Instructional Materials**

Instructional Materials Credit - 50% Textbooks	\$0.00	\$202.94	\$0.00	(\$202.94)
Instructional Materials Cash - 50% Textbooks	\$1,000.00	\$2,675.06	\$0.00	(\$1,675.06)
Instructional Materials Cash - 50% Textbooks	\$500.00	\$0.00	\$0.00	\$500.00
Instructional Materials Cash - 50% Textbooks	\$500.00	\$0.00	\$0.00	\$500.00
Software	\$878.00	\$0.00	\$0.00	\$878.00
<b>Function 1000 - Instruction</b>	<b>\$2,878.00</b>	<b>\$2,878.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fund 27109 - Instructional Materials</b>	<b>\$2,878.00</b>	<b>\$2,878.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**K-12 Plus /ELTP Planning Grant**

Stipend-Teacher	\$12,500.00	\$0.00	\$0.00	\$12,500.00
Stipend-SPED Teacher	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Stipend-EA	\$2,000.00	\$0.00	\$0.00	\$2,000.00
General Supplies and Materials	\$3,000.00	\$0.00	\$0.00	\$3,000.00
<b>Function 1000 - Instruction</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>
Stipend Expense-Social worker	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Stipend-Student/school support	\$2,500.00	\$0.00	\$0.00	\$2,500.00
<b>Function 2100 - Support Services-Students</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
<b>Fund 27408 - K-12 Plus /ELTP Planning Grant</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>

**Career Technical Education Program (Pilot)**

General Supplies and Materials	\$ 13,740.00	\$ -	\$ -	\$ 13,740.00
<b>Function 1000 - Instruction</b>	<b>\$ 13,740.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,740.00</b>
<b>Fund 27502 - Career Technical Education Program (Pilot)</b>	<b>\$ 13,740.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,740.00</b>

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**NM Schools COVID Testing**

Salaries Expense-Nurse	\$0.00	\$1,948.15	\$5,454.85	(\$7,403.00)
Stipend-Nurse	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Stipend- Health Assistants	\$2,000.00	\$957.70	\$2,681.60	(\$1,639.30)
Employee Benefits	\$3,216.00	\$783.51	\$2,202.08	\$230.41
Other Charges	\$6,227.00	\$0.00	\$0.00	\$6,227.00
General Supplies and Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Supply Assets (Under \$5,000)	\$15,000.00	\$0.00	\$0.00	\$15,000.00
<b>Function 2100 - Support Services-Students</b>	<b>\$61,443.00</b>	<b>\$3,689.36</b>	<b>\$10,338.53</b>	<b>\$47,415.11</b>
<b>Fund 28211 - NM Schools COVID Testing</b>	<b>\$61,443.00</b>	<b>\$3,689.36</b>	<b>\$10,338.53</b>	<b>\$47,415.11</b>

**Private Dir Grants (Categorical)**

Other Charges	\$ 2,398.00	\$ -	\$ -	\$ 2,398.00
<b>Function 1000 - Instruction</b>	<b>\$ 2,398.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,398.00</b>
<b>Fund 29102 - Private Dir Grants (Categorical)</b>	<b>\$ 2,398.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,398.00</b>

**Public School Capital Outlay**

Lease to Purchase	\$296,471.00	\$32,683.34	\$196,100.04	\$67,687.62
<b>Function 4000 - Capital Outlay</b>	<b>\$296,471.00</b>	<b>\$32,683.34</b>	<b>\$196,100.04</b>	<b>\$67,687.62</b>
<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$296,471.00</b>	<b>\$32,683.34</b>	<b>\$196,100.04</b>	<b>\$67,687.62</b>

**Special Capital Outlay-State**

Construction Services	\$264,169.00	\$0.00	\$0.00	\$264,169.00
<b>Function 4000 - Capital Outlay</b>	<b>\$264,169.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$264,169.00</b>
<b>Fund 31400 - Special Capital Outlay-State</b>	<b>\$264,169.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$264,169.00</b>

**Capital Improvements HB-33**

County Tax Collection Costs	\$2,948.00	\$743.36	\$0.00	\$2,204.64
<b>Function 2300 - Support Services-General Administration</b>	<b>\$2,948.00</b>	<b>\$743.36</b>	<b>\$0.00</b>	<b>\$2,204.64</b>
Maintenance & Repair Furniture/Fixtures/Equipment	\$150,000.00	\$134.84	\$165.16	\$149,700.00
Maintenance & Repair - Buildings & Grounds	\$150,000.00	\$27,447.55	\$15,877.08	\$106,675.37
Construction Services	\$279,711.00	\$24,691.43	\$133,298.31	\$121,721.26
Lease to Purchase	\$100,000.00	\$98,050.02	\$0.00	\$1,949.98
Fixed Assets (More Than \$5,000)	\$156,414.00	\$0.00	\$0.00	\$156,414.00
Supply Assets (\$5,000 or Less)	\$0.00	\$358.34	\$41.66	(\$400.00)
<b>Function 4000 - Capital Outlay</b>	<b>\$836,125.00</b>	<b>\$150,682.18</b>	<b>\$149,382.21</b>	<b>\$536,060.61</b>
<b>Fund 31600 - Capital Improvements HB-33</b>	<b>\$839,073.00</b>	<b>\$151,425.54</b>	<b>\$149,382.21</b>	<b>\$538,265.25</b>

**Capital Improvement SB-9 County**

County Tax Collection Costs	\$1,518.00	\$373.67	\$0.00	\$1,144.33
<b>Function 2300 - Support Services-General Administration</b>	<b>\$1,518.00</b>	<b>\$373.67</b>	<b>\$0.00</b>	<b>\$1,144.33</b>
Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$253,783.00	\$1,365.05	\$384.95	\$252,033.00
Construction Services	\$150,000.00	\$21,655.86	\$0.00	\$128,344.14
Lease to Purchase	\$90,000.00	\$65,366.68	\$0.00	\$24,633.32
Software	\$12,000.00	\$9,354.98	\$0.00	\$2,645.02
General Supplies and Materials	\$1,030.00	\$0.00	\$0.00	\$1,030.00
Supply Assets (\$5000 or less)	\$30,282.00	\$1,530.30	\$8,600.00	\$20,151.70
Fixed Assets (More Than \$5,000)	\$31,000.00	\$0.00	\$0.00	\$31,000.00
<b>Function 4000 - Capital Outlay</b>	<b>\$568,095.00</b>	<b>\$99,272.87</b>	<b>\$8,984.95</b>	<b>\$459,837.18</b>
<b>Fund 31701 - Capital Improvement SB-9 County</b>	<b>\$569,613.00</b>	<b>\$99,646.54</b>	<b>\$8,984.95</b>	<b>\$460,981.51</b>

**SB-9 State Match - Cash**

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Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Software	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Supply Assets (Under \$5,000)	\$1,932.00	\$0.00	\$246.15	\$1,685.85
Fixed Assets (More Than \$5,000)	\$6,000.00	\$0.00	\$0.00	\$6,000.00
<b>Function 4000 - Capital Outlay</b>	<b>\$11,932.00</b>	<b>\$0.00</b>	<b>\$246.15</b>	<b>\$11,685.85</b>
<b>Fund 31703 - SB-9 State Match - Cash</b>	<b>\$11,932.00</b>	<b>\$0.00</b>	<b>\$246.15</b>	<b>\$11,685.85</b>
<b>Grand Total</b>	<b>\$8,037,202.00</b>	<b>\$2,701,777.98</b>	<b>\$3,165,589.10</b>	<b>\$2,169,834.92</b>

East Mountain High School  
Statement of bills and disbursements Report  
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Bank	Account Number	Checkings			Deposit	Withdrawal
Date	Number	Type	Payee/From			
12/1/2022	12-002	Cash Receipt	Boys basketball		\$ 365.00	
12/1/2022	12-003	Cash Receipt	Stripes		\$ 2,100.00	
12/2/2022		Payroll Liability Check	NM Public Schools Insurance Authority			\$ 26,636.44
12/2/2022	12-004	Cash Receipt	Stripe		\$ 700.00	
12/5/2022	00063157	Journal Entry	Void Payroll Liability Check Number 12023; Payroll Voucher: PVM23-078; Vendor: Pre-paid Legal Services, Inc.		\$ 258.15	
12/5/2022	12-005	Cash Receipt	Stripe		\$ 525.00	
12/5/2022	12-008	Cash Receipt	Boys basketball fee		\$ 50.00	
12/5/2022	12022	Payroll Liability Check	Security Benefit			\$ 800.00
12/5/2022	12023	Payroll Liability Check	Pre-paid Legal Services, Inc.			\$ 258.15
12/5/2022	12024	Payroll Liability Check	Matrix Trust Company			\$ 2,148.32
12/5/2022	12025	Payroll Liability Check	Allstate Workplace Division			\$ 816.29
12/5/2022	12026	Payroll Liability Check	United Way of Central New Mexico			\$ 30.00
12/5/2022	12027	Payroll Liability Check	ING ReliaStar Life Ins Co			\$ 2,270.00
12/7/2022		Payroll Liability Check	Internal Revenue Service			\$ 26,850.95
12/8/2022	12-007	Cash Receipt	Huddle		\$ 243.00	
12/8/2022	12-009	Cash Receipt	Basketball fees		\$ 100.00	
12/9/2022		Payroll Liability Check	NM Retiree Health Care Authority			\$ 7,238.02
12/12/2022	12-001	Cash Receipt	SEG		\$ 329,050.32	
12/13/2022		Payroll Liability Check	NM Educational Retirement Board			\$ 67,075.73
12/13/2022	12-013	Cash Receipt	Sandoval HB, SB9		\$ 2,733.32	
12/14/2022	12028	AP Warrant	AAA Organic Pest Control, Inc.			\$ 102.36
12/14/2022	12029	AP Warrant	AJF Enterprises, Inc.			\$ 1,584.86
12/14/2022	12030	AP Warrant	Ana Amon			\$ 43.00
12/14/2022	12031	AP Warrant	Albuquerque Public Schools (Transportation)			\$ 1,716.00
12/14/2022	12032	AP Warrant	B & D Industries, Inc.			\$ 4,259.34
12/14/2022	12033	AP Warrant	CamNet, Inc.			\$ 4,558.94
12/14/2022	12034	AP Warrant	Carolina Science			\$ 557.28
12/14/2022	12035	AP Warrant	Cooperative Educational Svcs			\$ 1,386.64
12/14/2022	12036	AP Warrant	Entransa Water & Wastewater Assoc.			\$ 434.02
12/14/2022	12037	AP Warrant	Herrera School Buses, Inc.			\$ 842.98
12/14/2022	12038	AP Warrant	Home Security Systems, LLC			\$ 155.16
12/14/2022	12039	AP Warrant	ItsQuest, Inc			\$ 1,560.03
12/14/2022	12040	AP Warrant	Jamison, Michael G			\$ 1,788.63
12/14/2022	12041	AP Warrant	Janes, Tucker			\$ 117.35
12/14/2022	12042	AP Warrant	Lexia Learning Systems LLC			\$ 4,633.25
12/14/2022	12043	AP Warrant	Marcia Brenner Associates			\$ 2,042.50
12/14/2022	12044	AP Warrant	Moss Adams LLP			\$ 1,236.43
12/14/2022	12045	AP Warrant	PNM Electric			\$ 2,737.20
12/14/2022	12046	AP Warrant	Podzemny, Bertha (Bird)			\$ 1,429.47
12/14/2022	12047	AP Warrant	Postmaster			\$ 300.00
12/14/2022	12048	AP Warrant	Rothe, Pam J			\$ 67.35
12/14/2022	12049	AP Warrant	Schroeder, Stephanie			\$ 119.99
12/14/2022	12050	AP Warrant	Smith III, Trey			\$ 199.95
12/14/2022	12051	AP Warrant	T-Mobile USA Inc.			\$ 140.00
12/14/2022	12052	AP Warrant	The Vigil Group, LLC			\$ 5,756.81
12/14/2022	12053	AP Warrant	Theobald, Joliane S			\$ 134.53
12/14/2022	12054	AP Warrant	Fiber Platform, LLC			\$ 718.00
12/14/2022	12055	AP Warrant	Waste Management of New Mexico, Inc.			\$ 785.38
12/14/2022	12056	AP Warrant	Windust, Amanda H			\$ 37.47
12/14/2022	12057	AP Warrant	Wood, Brandy A			\$ 2,824.29
12/14/2022	12058	AP Warrant	Heads Up Landscape Contractors LLC			\$ 1,365.05
12/14/2022	12059	AP Warrant	ASM Global - Albuquerque Convention Center			\$ 2,107.59
12/14/2022	12060	AP Warrant	Trudy A. Candelaria			\$ 4,150.44
12/14/2022	12061	AP Warrant	BC Technologies Co			\$ 2,159.00
12/14/2022	12062	AP Warrant	Giovenco, Kasi L			\$ 756.20
12/15/2022		Payroll Liability Check	Wells Fargo Bank, N.A.			\$ 77,717.19
12/15/2022	12-006	Cash Receipt	Huddle		\$ 116.00	
12/15/2022	12-010	Cash Receipt	girls basketball		\$ 100.00	
12/16/2022	12-011	Cash Receipt	Soccer donation; girls basketball fees		\$ 200.00	
12/19/2022	12-012	Cash Receipt	boys basketball		\$ 60.00	
12/20/2022	12-025	Cash Receipt	Bernalillo HB33, SB9		\$ 93,784.46	
12/21/2022		Payroll Liability Check	Internal Revenue Service			\$ 25,739.95
12/21/2022		Payroll Liability Check	New Mexico Taxation and Revenue Department			\$ 7,046.88
12/22/2022	12-026	Cash Receipt	huddle		\$ 644.00	
12/29/2022	12-027	Cash Receipt	Huddle		\$ 274.00	
12/30/2022		Paycheck	Keck, Lisa		\$ -	
12/30/2022		Paycheck	Merkey Jr, Bobby L		\$ -	
12/30/2022		Payroll Liability Check	Wells Fargo Bank, N.A.			\$ 76,272.72
<b>Sub Total</b>					<b>\$ 431,303.25</b>	<b>\$ 373,708.13</b>
<b>Grand Total</b>					<b>\$ 431,303.25</b>	<b>\$ 373,708.13</b>

East Mountain High School  
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Wells Fargo		Checkings			
Bank	Account Number				
Wells Fargo		Student Account			
Date	Number	Type	Payee/From	Deposit	Withdrawal
12/1/2022	12-014	Cash Receipt	snack bar	\$ 90.25	
12/2/2022	12-015	Cash Receipt	snack bar; photo commissions	\$ 1,313.40	
12/5/2022	12-016	Cash Receipt	Model UN; snack bar	\$ 352.30	
12/6/2022	12-017	Cash Receipt	snack bar	\$ 68.50	
12/8/2022	12-018	Cash Receipt	Snack bar; hot chocolate sales	\$ 112.35	
12/12/2022	12-019	Cash Receipt	Snack bar	\$ 493.65	
12/13/2022	12-020	Cash Receipt	Hot chocolate sales; donation; snack bar	\$ 13,792.50	
12/14/2022	00063214	Journal Entry	Void Warrant: 2174; Reversing Disbursement for Voucher: 1214225Ab, Student Activity, Vendor: Nee, Adelynn J	\$ 375.30	
12/14/2022	12-021	Cash Receipt	snack bar: hot chocolate sales	\$ 104.50	
12/14/2022	2169	AP Warrant	For Inspiration and Recognition of Science and Technology		\$ 2,000.00
12/14/2022	2170	AP Warrant	Cottonwood Classical Preparatory School		\$ 140.00
12/14/2022	2171	AP Warrant	Peter Defries Corp DBA Dion's Pizza		\$ 1,000.50
12/14/2022	2172	AP Warrant	Garcia, Gabriella P		\$ 126.10
12/14/2022	2173	AP Warrant	New Mexico Association of Student Councils		\$ 1,535.00
12/14/2022	2174	AP Warrant	Nee, Adelynn J		\$ 375.30
12/15/2022	12-022	Cash Receipt	Sports apparel; snack bar; hot chocolate sales	\$ 319.75	
12/16/2022	12-023	Cash Receipt	model Un fees; hot chocolate sales; snack bar	\$ 1,713.80	
12/20/2022	12-024	Cash Receipt	Model UN Fees	\$ 640.00	
<b>Sub Total</b>				<b>\$ 19,376.30</b>	<b>\$ 5,176.90</b>
<b>Grand Total</b>				<b>\$ 19,376.30</b>	<b>\$ 5,176.90</b>
Wells Fargo		SPSO			
Bank	Account Number				
Date	Number	Type	Payee/From	Deposit	Withdrawal
12/14/2022	1761	AP Warrant	Coffetime Bottled Water & Coffee Service, LLC		\$ 107.75
12/14/2022	1762	AP Warrant	Windust, Amanda H		\$ 197.62
<b>Sub Total</b>				<b>\$</b>	<b>\$ 305.37</b>
<b>Grand Total</b>				<b>\$</b>	<b>\$ 305.37</b>

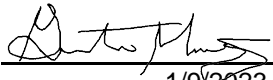
**East Mountain High School  
Bank Reconciliation Report  
as of December 31st, 2022**

School: East Mountain High School  
Bank: Wells Fargo  
Account Description: General Operational  
Statement Date: December 31, 2022

Beginning balance per bank	\$	1,565,972.69
Cleared transactions:		
Checks and withdrawals	\$	(430,236.83)
Deposits and credits	\$	431,045.10
Other bank adjustments		
 Ending balance per bank	 \$	 <b>1,566,780.96</b>

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Plus: Outstanding Deposits		
Plus: Cleared items prior to entry		
Less: Outstanding checks	\$	(5,779.80)
 <b>Balance per GL</b>	 \$	 <b>1,561,001.16</b>

  
**Date:** 1/9/2023

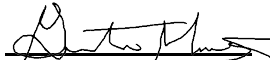
**East Mountain High School  
Bank Reconciliation Report  
as of December 31st, 2022**

School: East Mountain High School  
 Bank: Wells Fargo  
 Account Description: Student Activity  
 Statement Date: December 31, 2022

Beginning balance per bank	\$	51,177.65
Cleared transactions:		
Checks and withdrawals	\$	(5,966.89)
Deposits and credits	\$	19,001.00
Other bank adjustments	\$	-
 Ending balance per bank	 \$	 <b>64,211.76</b>

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Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	(1,925.08)
 <b>Balance per GL</b>	 \$	 <b>62,286.68</b>

**Reviewed by:**   
**Date:** 1/9/2023



**East Mountain High School  
Bank Reconciliation Report  
as of December 31st, 2022**

School: East Mountain High School  
 Bank: Wells Fargo  
 Account Description: SPSO  
 Statement Date: December 31, 2022

Beginning balance per bank	\$	2,623.30
Cleared transactions:		
Checks and withdrawals	\$	(305.37)
Deposits and credits	\$	-
Other bank adjustments	\$	-
 Ending balance per bank	 \$	 <b>2,317.93</b>

Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	-

<b>Balance per GL</b>	<b>\$</b>	<b>2,317.93</b>
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*Reviewed by:*   
*Date:* 1/9/2023

**East Mountain High School  
Balance sheet Report  
as of December 31st, 2022**

Description	11000	14000	23000	24106	24154
11000 - Cash Assets	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
11019 - B of W - Gen Operating	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11020 - WF-Operating	\$790,577.33	\$8,565.14	\$0.00	(\$1,120.84)	(\$3,406.63)
11021 - WF-Student Activity	\$0.00	\$0.00	\$62,286.68	\$0.00	\$0.00
11022 - WF-SPSO	\$0.00	\$0.00	\$2,317.93	\$0.00	\$0.00
13000 - Receivables	\$12,029.93	\$0.00	\$0.00	\$0.00	\$0.00
32300 - Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal of Account Type: Asset</b>	<b>\$802,807.26</b>	<b>\$8,565.14</b>	<b>\$64,604.61</b>	<b>(\$1,120.84)</b>	<b>(\$3,406.63)</b>
<b>Subtotal of Account Group: Assets</b>	<b>\$802,807.26</b>	<b>\$8,565.14</b>	<b>\$64,604.61</b>	<b>(\$1,120.84)</b>	<b>(\$3,406.63)</b>
23011 - Accrued Salaries and Benefits	\$1,083.52	\$0.00	\$0.00	\$0.00	\$0.00
23122 - Social Security	\$11,500.26	\$0.00	\$0.00	\$0.00	\$0.00
23123 - Medicare	\$2,929.36	\$0.00	\$0.00	\$0.00	\$0.00
23124 - State Retirement Contributions	\$74,674.53	\$0.00	\$0.00	\$0.00	\$0.00
23125 - Employee Insurance	\$26,228.99	\$0.00	\$0.00	(\$395.18)	\$0.00
23126 - Unemployment Insurance	\$399.42	\$0.00	\$0.00	\$2.79	\$0.00
23127 - Workers Compensation Fee Payable	\$200.12	\$0.00	\$0.00	\$0.00	\$0.00
23141 - Federal Income Taxes	\$8,403.47	\$0.00	\$0.00	\$0.00	\$0.00
23147 - Voluntary Deductions	\$3,320.91	\$0.00	\$0.00	\$0.00	\$0.00
24214 - State Taxes	\$6,275.04	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal of Account Type: Liability</b>	<b>\$135,015.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$392.39)</b>	<b>\$0.00</b>
32300 - Unreserved Fund Balance	\$681,417.08	\$12,708.15	\$35,653.84	(\$5,594.59)	(\$7,574.25)
Net Increase/Decrease	(\$13,625.44)	(\$4,143.01)	\$28,950.77	\$4,866.14	\$4,167.62
<b>Subtotal of Account Type: Fund Balance/Retained Earnings</b>	<b>\$667,791.64</b>	<b>\$8,565.14</b>	<b>\$64,604.61</b>	<b>(\$728.45)</b>	<b>(\$3,406.63)</b>
<b>Subtotal of Account Group: Liabilities/Fund Balance</b>	<b>\$802,807.26</b>	<b>\$8,565.14</b>	<b>\$64,604.61</b>	<b>(\$1,120.84)</b>	<b>(\$3,406.63)</b>

**East Mountain High School  
Balance sheet Report  
as of December 31st, 2022**

<b>24308</b>	<b>24330</b>	<b>26107</b>	<b>26222</b>	<b>27109</b>	<b>28211</b>	<b>29102</b>	<b>31200</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(\$19,902.58)	(\$260,916.27)	\$641.41	\$7,181.52	\$0.19	\$26,133.07	\$1,247.60	(\$32,683.34)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	(\$7,181.52)	\$0.00	\$0.00	\$0.00	\$0.00
<b>(\$19,902.58)</b>	<b>(\$260,916.27)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$26,133.07</b>	<b>\$1,247.60</b>	<b>(\$32,683.34)</b>
<b>(\$19,902.58)</b>	<b>(\$260,916.27)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$26,133.07</b>	<b>\$1,247.60</b>	<b>(\$32,683.34)</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$204.56	\$961.10	\$0.00	\$0.00	\$0.00	\$72.06	\$0.00	\$0.00
\$47.82	\$237.58	\$0.00	\$0.00	\$0.00	\$16.86	\$0.00	\$0.00
\$1,044.14	\$5,412.87	\$0.00	\$0.00	\$0.00	\$347.86	\$0.00	\$0.00
\$0.62	\$1,388.75	\$0.00	\$0.00	\$0.00	\$0.14	\$0.00	\$0.00
\$7.72	\$33.81	\$0.00	\$0.00	\$0.00	\$3.57	\$0.00	\$0.00
\$2.23	\$15.69	\$0.00	\$0.00	\$0.00	\$1.26	\$0.00	\$0.00
\$128.42	\$630.21	\$0.00	\$0.00	\$0.00	\$32.40	\$0.00	\$0.00
\$45.66	\$629.28	\$0.00	\$0.00	\$0.00	\$8.44	\$0.00	\$0.00
\$99.81	\$485.71	\$0.00	\$0.00	\$0.00	\$32.24	\$0.00	\$0.00
<b>\$1,580.98</b>	<b>\$9,795.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$514.83</b>	<b>\$0.00</b>	<b>\$0.00</b>
(\$47,888.25)	(\$226,203.28)	\$641.41	\$0.00	\$2,878.19	\$4,977.60	\$1,247.60	\$0.00
\$26,404.69	(\$44,507.99)	\$0.00	\$0.00	(\$2,878.00)	\$20,640.64	\$0.00	(\$32,683.34)
<b>(\$21,483.56)</b>	<b>(\$270,711.27)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$25,618.24</b>	<b>\$1,247.60</b>	<b>(\$32,683.34)</b>
<b>(\$19,902.58)</b>	<b>(\$260,916.27)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$26,133.07</b>	<b>\$1,247.60</b>	<b>(\$32,683.34)</b>

**East Mountain High School  
Balance sheet Report  
as of December 31st, 2022**

<b>31600</b>	<b>31701</b>	<b>31703</b>	<b>Total</b>
\$0.00	\$0.00	\$0.00	\$200.00
\$0.00	\$0.00	\$0.00	\$0.00
\$663,849.15	\$368,903.92	\$11,931.49	\$1,561,001.16
\$0.00	\$0.00	\$0.00	\$62,286.68
\$0.00	\$0.00	\$0.00	\$2,317.93
\$0.00	\$0.00	\$0.00	\$12,029.93
\$0.00	\$0.00	\$0.00	(\$7,181.52)
<b>\$663,849.15</b>	<b>\$368,903.92</b>	<b>\$11,931.49</b>	<b>\$1,630,654.18</b>
<b>\$663,849.15</b>	<b>\$368,903.92</b>	<b>\$11,931.49</b>	<b>\$1,630,654.18</b>
\$0.00	\$0.00	\$0.00	\$1,083.52
\$0.00	\$0.00	\$0.00	\$12,737.98
\$0.00	\$0.00	\$0.00	\$3,231.62
\$0.00	\$0.00	\$0.00	\$81,479.40
\$0.00	\$0.00	\$0.00	\$27,223.32
\$0.00	\$0.00	\$0.00	\$447.31
\$0.00	\$0.00	\$0.00	\$219.30
\$0.00	\$0.00	\$0.00	\$9,194.50
\$0.00	\$0.00	\$0.00	\$4,004.29
\$0.00	\$0.00	\$0.00	\$6,892.80
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$146,514.04</b>
\$740,998.40	\$431,132.76	\$11,931.49	\$1,636,326.15
(\$77,149.25)	(\$62,228.84)	\$0.00	(\$152,186.01)
<b>\$663,849.15</b>	<b>\$368,903.92</b>	<b>\$11,931.49</b>	<b>\$1,484,140.14</b>
<b>\$663,849.15</b>	<b>\$368,903.92</b>	<b>\$11,931.49</b>	<b>\$1,630,654.18</b>

**East Mountain High School  
Revenue Report  
as of November 30th, 2022**

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
<b>Operational - SEG</b>	\$ 4,041,771.00	\$ 1,718,118.69	\$ 2,323,652.31
<b>Activities</b>	\$ 46,000.00	\$ 52,751.55	\$ (6,751.55)
<b>IDEA-B</b>	\$ 52,995.00	\$ -	\$ 52,995.00
<b>English Language acquisition</b>	\$ 25.00	\$ -	\$ 25.00
<b>Title II</b>	\$ 20,419.00	\$ -	\$ 20,419.00
<b>Carl D Perkins</b>	\$ 14,199.00	\$ -	\$ 14,199.00
<b>CRRSA/ESSER II</b>	\$ 268,211.00	\$ -	\$ 268,211.00
<b>ARP ESSER III</b>	\$ 781,139.00	\$ -	\$ 781,139.00
<b>2012 GOB Public School Library</b>	\$ 8,138.00	\$ -	\$ 8,138.00
<b>K 12 plus/ ELTP planning grant</b>	\$ 25,000.00	\$ -	\$ 25,000.00
<b>CTE Grant</b>	\$ 13,740.00	\$ -	\$ 13,740.00
<b>COVID Testing Grant</b>	\$ 61,443.00	\$ 24,330.00	\$ 37,113.00
<b>Public School Capital Outlay</b>	\$ 296,471.00	\$ -	\$ 296,471.00
<b>Special Capital Outlay</b>	\$ 264,169.00	\$ -	\$ 264,169.00
<b>Capital improvements HB-33</b>	\$ 294,806.00	\$ 9,426.12	\$ 285,379.88
<b>Capital Improvements SB-9</b>	\$ 153,151.00	\$ 4,775.13	\$ 148,375.87
	<b>\$ 6,341,677.00</b>	<b>\$ 1,809,401.49</b>	<b>\$ 4,532,275.51</b>

**East Mountain High School  
Expenditure Report  
as of November 30th, 2022**

**Operational**

Salaries Expense-Substitute	\$ -	\$ 1,200.00	\$ 1,200.00	\$ (2,400.00)
Salaries Expense-Teacher	\$ 1,465,876.00	\$ 543,703.16	\$ 1,080,433.24	\$ (158,260.40)
Salaries Expense-SPED Teacher	\$ 211,329.00	\$ 65,695.14	\$ 112,065.86	\$ 33,568.00
Salaries Expense-EA	\$ 42,636.00	\$ -	\$ -	\$ 42,636.00
Salaries Expense-SPED EA	\$ 28,775.00	\$ 20,760.77	\$ 29,789.23	\$ (21,775.00)
Salaries Expense-Teacher	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00
Salaries Expense-Teacher	\$ -	\$ 2,146.00	\$ -	\$ (2,146.00)
Stipend-Teacher	\$ 25,000.00	\$ 8,209.05	\$ 4,945.34	\$ 11,845.61
Stipend-Teacher	\$ -	\$ 175.00	\$ -	\$ (175.00)
Stipend-SPED Teacher	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Stipend- SPED Gifted- teacher	\$ 6,600.00	\$ 2,018.16	\$ 5,381.84	\$ (800.00)
Stipend-EA	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Stipend-SPED EA	\$ 1,000.00	\$ 957.70	\$ -	\$ 42.30
Stipend-Teacher	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
Stipend-Teacher	\$ -	\$ 1,738.10	\$ 2,195.76	\$ (3,933.86)
Stipend-Athletics	\$ 49,000.00	\$ -	\$ -	\$ 49,000.00
Stipend-Athletics-Cross Country	\$ -	\$ 984.33	\$ 1,968.67	\$ (2,953.00)
Stipend-Athletics-Volleyball	\$ -	\$ 7,260.00	\$ -	\$ (7,260.00)
Stipend-Athletics-Golf	\$ -	\$ 1,875.00	\$ -	\$ (1,875.00)
Stipend-Athletics-Boys Basketball	\$ -	\$ 707.00	\$ 5,656.00	\$ (6,363.00)
Stipend-Athletics-Girls Basketball	\$ -	\$ 707.00	\$ 5,656.00	\$ (6,363.00)
Stipend-Athletics-Cross Country	\$ -	\$ 6,115.00	\$ -	\$ (6,115.00)
Stipend-Athletics-Boys Soccer	\$ -	\$ 3,632.00	\$ -	\$ (3,632.00)
Stipend-Athletics-Girls Soccer	\$ -	\$ 5,617.00	\$ -	\$ (5,617.00)
Stipend-Activites	\$ 17,291.00	\$ 2,027.30	\$ 39,949.50	\$ (24,685.80)
Stipend-Activites-National Honor Society	\$ -	\$ 409.08	\$ 1,090.92	\$ (1,500.00)
Stipend-Activites-InterAct Club	\$ -	\$ 171.84	\$ 458.16	\$ (630.00)
Stipend-Activites-Model UN	\$ -	\$ 490.92	\$ 1,309.08	\$ (1,800.00)
Stipend-Activites-Speech & Debate Club	\$ -	\$ 2,413.62	\$ 5,986.38	\$ (8,400.00)
Stipend-Activites-Gay-Lesbian Alliance	\$ -	\$ 57.30	\$ 152.70	\$ (210.00)
Employee Benefits	\$ 575,496.00	\$ 211,808.12	\$ 453,842.71	\$ (90,154.83)
Professional Development	\$ 1,000.00	\$ -	\$ 2,042.50	\$ (1,042.50)
Professional Development	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Charges	\$ 92,000.00	\$ 48,972.21	\$ 30,393.33	\$ 12,634.46
Rentals of Computers and Related Equipment	\$ 12,000.00	\$ 11,865.24	\$ 8,260.92	\$ (8,126.16)
Student Travel	\$ 45,000.00	\$ 26,586.53	\$ 7,418.29	\$ 10,995.18
Employee Travel - Teachers	\$ -	\$ 3,492.53	\$ 250.00	\$ (3,742.53)
Instructional Materials On-Line Digital Subscriptions	\$ -	\$ 582.67	\$ 5,414.89	\$ (5,997.56)
Instructional Materials - Dual Credit	\$ 19,000.00	\$ 107.94	\$ -	\$ 18,892.06
Other Textbooks	\$ 19,011.00	\$ 10,975.34	\$ 79.96	\$ 7,955.70
Other Textbooks	\$ -	\$ 450.00	\$ 7,401.00	\$ (7,851.00)
Other Textbooks	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Other Textbooks	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Software	\$ 2,000.00	\$ 16,101.37	\$ 8,933.25	\$ (23,034.62)
Software	\$ 500.00	\$ -	\$ -	\$ 500.00
Software	\$ 500.00	\$ -	\$ -	\$ 500.00
General Supplies and Materials	\$ 38,217.00	\$ 15,946.76	\$ 11,217.77	\$ 11,052.47
Supply Assets (\$5000 or less)	\$ 58,433.00	\$ 33,896.47	\$ -	\$ 24,536.53
Supply Assets (Under \$5,000)	\$ 500.00	\$ -	\$ -	\$ 500.00
Supply Assets (Under \$5,000)	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
<b>Function 1000 - Instruction</b>	<b>\$ 2,877,664.00</b>	<b>\$ 1,059,855.65</b>	<b>\$ 1,833,493.30</b>	<b>\$ (15,684.95)</b>
Salaries Expense-Social worker	\$ 76,500.00	\$ 48,546.75	\$ 66,910.11	\$ (38,956.86)
Salaries Expense-Nurse	\$ 74,987.00	\$ 23,826.79	\$ 43,757.21	\$ 7,403.00
Salaries Expense-Student/school support	\$ -	\$ 21,489.84	\$ 26,723.72	\$ (48,213.56)
Salaries Expense-Diagnostic	\$ -	\$ 1,920.00	\$ 12,564.28	\$ (14,484.28)
Salaries Expense-Social worker	\$ 76,500.00	\$ -	\$ -	\$ 76,500.00
Salaries Expense-Student/school support	\$ 79,100.00	\$ -	\$ -	\$ 79,100.00
Stipend-Social worker	\$ -	\$ 324.54	\$ 545.46	\$ (870.00)

**East Mountain High School  
Expenditure Report  
as of November 30th, 2022**

Stipend-Student/school support	\$ -	\$ 204.54	\$ 545.46	\$ (750.00)
Employee Benefits	\$ 103,691.00	\$ 8,355.56	\$ 11,568.61	\$ (6,804.17)
Diagnosticians - Contracted	\$ 10,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
Speech Therapists - Contracted	\$ 25,000.00	\$ 3,274.95	\$ 19,449.56	\$ 2,275.49
Occupational Therapists - Contracted	\$ 2,000.00	\$ 2,442.81	\$ 3,627.47	\$ (4,070.28)
Vision	\$ 2,745.00	\$ -	\$ -	\$ 2,745.00
Psychologists - Contracted	\$ -	\$ -	\$ 700.00	\$ (700.00)
Psychologists - Contracted	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -
Professional Development	\$ -	\$ 1,148.00	\$ -	\$ (1,148.00)
Professional Development	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Other Professional/Technical Services	\$ 27,000.00	\$ 11,742.43	\$ 18,257.57	\$ (3,000.00)
Other Professional/Technical Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Other Charges	\$ 500.00	\$ 741.05	\$ -	\$ (241.05)
General Supplies and Materials	\$ 500.00	\$ 467.73	\$ 834.86	\$ (802.59)
General Supplies and Materials	\$ -	\$ 344.54	\$ -	\$ (344.54)
<b>Function 2100 - Support Services-Students</b>	<b>\$ 491,023.00</b>	<b>\$ 146,657.95</b>	<b>\$ 255,999.03</b>	<b>\$ 88,366.02</b>
Stipend-library/media assistants	\$ 2,700.00	\$ 109.08	\$ 581.84	\$ 2,009.08
Stipend-Data processing	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Stipend-library/media assistants	\$ -	\$ 109.08	\$ -	\$ (109.08)
Employee Benefits	\$ 991.00	\$ 56.22	\$ 153.15	\$ 781.63
Other Charges	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
General Supplies and Materials	\$ 20,000.00	\$ 2,736.00	\$ 8,491.00	\$ 8,773.00
<b>Function 2200 - Support Services-Instruction</b>	<b>\$ 25,691.00</b>	<b>\$ 3,010.38</b>	<b>\$ 9,225.99</b>	<b>\$ 13,454.63</b>
Salaries- Superintendent	\$ 43,390.00	\$ 19,710.17	\$ 27,594.23	\$ (3,914.40)
Salaries-Data processing	\$ 63,643.00	\$ 26,517.90	\$ 37,125.10	\$ -
Salaries- Clerical assistants	\$ 62,639.00	\$ 24,559.08	\$ 43,339.83	\$ (5,259.91)
Salaries-Data processing	\$ 42,547.00	\$ 17,727.90	\$ 24,819.10	\$ -
Employee Benefits	\$ 1,233,013.00	\$ 30,685.65	\$ 39,996.64	\$ 13,275.71
Professional Development	\$ 150.00	\$ -	\$ -	\$ 150.00
Auditing	\$ 25,000.00	\$ 18,448.48	\$ 6,551.52	\$ -
Legal	\$ 15,000.00	\$ 220.90	\$ 14,779.10	\$ -
Other Professional/Technical Services	\$ 25,000.00	\$ 2,568.12	\$ 3,619.20	\$ 18,812.68
Other Charges	\$ 16,000.00	\$ 4,850.42	\$ 800.00	\$ 10,349.58
Rentals of Computers and Related Equipment	\$ 5,500.00	\$ 1,126.15	\$ 1,715.91	\$ 2,657.94
Board Training	\$ 5,000.00	\$ -	\$ 8,000.00	\$ (3,000.00)
Software	\$ -	\$ 6,045.49	\$ 296.25	\$ (6,341.74)
General Supplies and Materials	\$ -	\$ 322.83	\$ 760.00	\$ (1,082.83)
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 388,127.00</b>	<b>\$ 153,083.09</b>	<b>\$ 209,396.88</b>	<b>\$ 25,647.03</b>
Salaries-Principal	\$ 65,084.00	\$ 29,147.84	\$ 35,547.94	\$ 388.22
Salaries-Coordinator matter specialists	\$ 97,858.00	\$ 39,047.28	\$ 49,024.92	\$ 9,785.80
Employee Benefits	\$ 46,045.00	\$ 17,135.78	\$ 22,885.50	\$ 6,023.72
Professional Development	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Charges	\$ 7,858.00	\$ 10,798.74	\$ -	\$ (2,940.74)
General Supplies and Materials	\$ 5,000.00	\$ 499.03	\$ 757.50	\$ 3,743.47
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 224,845.00</b>	<b>\$ 96,628.67</b>	<b>\$ 108,215.86</b>	<b>\$ 20,000.47</b>
Salaries-Business Office support	\$ 53,562.00	\$ 23,144.50	\$ 31,020.50	\$ (603.00)
Employee Benefits	\$ 165,726.00	\$ 6,186.58	\$ 10,169.73	\$ 150,169.69
Professional Development	\$ 800.00	\$ -	\$ -	\$ 800.00
Other Professional/Technical Services	\$ -	\$ 23,027.24	\$ 46,185.76	\$ (69,213.00)
Other Charges	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Other Contract Services	\$ -	\$ -	\$ 20,600.00	\$ (20,600.00)
Software	\$ 18,000.00	\$ 14,852.05	\$ -	\$ 3,147.95
General Supplies and Materials	\$ 500.00	\$ 2,275.38	\$ 1,014.42	\$ (2,789.80)
<b>Function 2500 - Central Services</b>	<b>\$ 241,588.00</b>	<b>\$ 69,485.75</b>	<b>\$ 108,990.41</b>	<b>\$ 63,111.84</b>
Salaries- custodial	\$ 67,141.00	\$ 27,029.89	\$ 34,824.37	\$ 5,286.74
Salaries- Overtime custodial	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Employee Benefits	\$ 32,234.00	\$ 12,213.89	\$ 16,550.57	\$ 3,619.54
Professional Development	\$ 150.00	\$ -	\$ -	\$ 150.00
Other Charges	\$ 17,000.00	\$ 155.16	\$ 2,979.74	\$ 13,865.10

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Maintenance & Repair Furniture/Fixtures/Equipment	\$ 10,000.00	\$ 2,115.52	\$ 492.96	\$ 7,391.52
Maintenance & Repair - Buildings And Grounds	\$ 19,280.00	\$ 8,074.59	\$ 14,239.34	\$ (3,033.93)
Electricity	\$ 30,000.00	\$ 11,685.43	\$ 18,314.57	\$ -
Natural Gas (Buildings)	\$ 20,000.00	\$ 2,024.76	\$ 17,975.24	\$ -
Water/Sewage	\$ 15,000.00	\$ 10,737.18	\$ 8,918.79	\$ (4,655.97)
Water/Sewage	\$ 62,000.00	\$ -	\$ -	\$ 62,000.00
Communication Services	\$ -	\$ 29,432.91	\$ 42,908.65	\$ (72,341.56)
Property/Liability Insurance	\$ 55,000.00	\$ 84,215.00	\$ -	\$ (29,215.00)
Contracts - Interagency	\$ 10,000.00	\$ 3,179.06	\$ 9,235.86	\$ (2,414.92)
Software	\$ -	\$ -	\$ 1,606.77	\$ (1,606.77)
General Supplies and Materials	\$ 11,147.00	\$ 8,298.40	\$ 1,388.72	\$ 1,459.88
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 349,952.00</b>	<b>\$ 199,161.79</b>	<b>\$ 169,435.58</b>	<b>\$ (18,645.37)</b>
Salaries-Maintenance	\$ 5,000.00	\$ 1,787.30	\$ 6,419.75	\$ (3,207.05)
Stipend-Bus driver	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Employee Benefits	\$ 1,033.00	\$ 146.34	\$ 618.52	\$ 268.14
Other Charges	\$ 350.00	\$ -	\$ -	\$ 350.00
Property/Liability Insurance	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -
Bus Inspections	\$ 400.00	\$ 156.24	\$ 243.76	\$ -
Diesel Fuel	\$ 3,000.00	\$ 791.55	\$ 4,208.45	\$ (2,000.00)
Lubricants/Anti-Freeze	\$ 720.00	\$ 205.40	\$ 126.00	\$ 388.60
Tires/Tubes	\$ 3,600.00	\$ -	\$ -	\$ 3,600.00
Maintenance Supplies/Parts	\$ 1,000.00	\$ 463.89	\$ -	\$ 536.11
<b>Function 2700 - Student Transportation</b>	<b>\$ 24,103.00</b>	<b>\$ 3,550.72</b>	<b>\$ 15,616.48</b>	<b>\$ 4,935.80</b>
Emergency Reserve	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
<b>Function 2900 - Other Support Services</b>	<b>\$ 60,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000.00</b>
<b>Fund 11000 - Operational</b>	<b>\$ 4,682,993.00</b>	<b>\$ 1,731,434.00</b>	<b>\$ 2,710,373.53</b>	<b>\$ 241,185.47</b>

**Total Instructional Materials Sub-Fund**

Instructional Materials Credit - 50% Other	\$4,500.00	\$525.01	\$2,004.20	\$1,970.79
Instructional Materials Credit - 50% Other	\$1,500.00	\$986.75	\$8.25	\$505.00
Instructional Materials On-Line Digital Subscriptions	\$3,209.00	\$2,631.25	\$6,786.08	(\$6,208.33)
Instructional Materials - Online Digital Subscriptions	\$500.00	\$0.00	\$0.00	\$500.00
Instructional Materials On-Line Digital Subscriptions	\$3,300.00	\$0.00	\$80.00	\$3,220.00
<b>Function 1000 - Instruction</b>	<b>\$13,009.00</b>	<b>\$4,143.01</b>	<b>\$8,878.53</b>	<b>(\$12.54)</b>
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$13,009.00</b>	<b>\$4,143.01</b>	<b>\$8,878.53</b>	<b>(\$12.54)</b>

**Non-Instructional Support**

Other Charges-General Activities	\$0.00	\$17,842.69	\$16,640.20	(\$34,482.59)
Other Charges-SPSO	\$0.00	\$1,951.26	\$652.51	(\$2,603.77)
Other Charges-National Honor Society	\$0.00	\$345.33	\$0.00	(\$345.33)
Other Charges-Yearbook	\$0.00	\$4,625.23	\$4,500.00	(\$9,125.23)
Other Charges-Student Council	\$0.00	\$2,545.98	\$1,350.00	(\$3,895.98)
Other Charges-InterAct Club	\$0.00	\$188.18	\$0.00	(\$188.18)
Other Charges-Model UN	\$0.00	\$4,184.91	\$4,647.24	(\$8,832.15)
Other Charges-Speech & Debate Club	\$0.00	\$28.61	\$200.00	(\$228.61)
Other Charges-MESA Club	\$0.00	\$710.64	\$0.00	(\$710.64)
Other Charges-General Activities	\$0.00	\$0.00	\$425.00	(\$425.00)
Student Travel-Speech & Debate Club	\$0.00	\$790.49	\$0.00	(\$790.49)
Student Travel-MESA Club	\$0.00	\$756.06	\$18,720.00	(\$19,476.06)
Food-SPSO	\$0.00	\$1,437.43	\$0.00	(\$1,437.43)
General Supplies and Materials-Speech & Debate Club	\$0.00	\$686.39	\$0.00	(\$686.39)
General Supplies and Materials-General Activities	\$0.00	\$4,085.30	\$0.00	(\$4,085.30)
General Supplies and Materials-default	\$56,040.00	\$0.00	\$0.00	\$56,040.00
General Supplies and Materials-SPSO	\$0.00	\$214.90	\$0.00	(\$214.90)
General Supplies and Materials-Athletics	\$0.00	\$1,125.00	\$73.75	(\$1,198.75)
General Supplies and Materials-Bowling	\$0.00	\$918.75	\$198.88	(\$1,117.63)
General Supplies and Materials-Baseball	\$0.00	\$97.50	\$0.00	(\$97.50)



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General Supplies and Materials-Cross Country Meets	\$0.00	\$962.50	\$0.00	(\$962.50)
General Supplies and Materials-National Honor Society	\$0.00	\$248.18	\$0.00	(\$248.18)
General Supplies and Materials-Student Council	\$0.00	\$336.20	\$77.11	(\$413.31)
General Supplies and Materials-Model UN	\$0.00	\$265.00	\$0.00	(\$265.00)
General Supplies and Materials-Speech & Debate Club	\$0.00	\$1,541.74	\$0.00	(\$1,541.74)
General Supplies and Materials-MESA Club	\$0.00	\$5,686.27	\$5,753.91	(\$11,440.18)
General Supplies and Materials-General Activities	\$0.00	\$700.41	\$0.00	(\$700.41)
<b>Function 1000 - Instruction</b>	<b>\$56,040.00</b>	<b>\$37,694.81</b>	<b>\$41,463.85</b>	<b>(\$23,118.66)</b>
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$56,040.00</b>	<b>\$37,694.81</b>	<b>\$41,463.85</b>	<b>(\$23,118.66)</b>

**Entitlement IDEA-B**

Salaries Expense-SPED EA	\$24,000.00	\$0.00	\$0.00	\$24,000.00
Employee Benefits	\$6,432.00	\$0.00	\$0.00	\$6,432.00
Occupational Therapists - Contracted	\$0.00	\$494.87	\$734.85	(\$1,229.72)
<b>Function 1000 - Instruction</b>	<b>\$30,432.00</b>	<b>\$494.87</b>	<b>\$734.85</b>	<b>\$29,202.28</b>
Diagnosticians - Contracted	\$4,477.00	\$0.00	\$0.00	\$4,477.00
Speech Therapists - Contracted	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Occupational Therapists - Contracted	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Psychologists - Contracted	\$1,086.00	\$0.00	\$0.00	\$1,086.00
<b>Function 2100 - Support Services-Students</b>	<b>\$22,563.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,563.00</b>
<b>Fund 24106 - Entitlement IDEA-B</b>	<b>\$52,995.00</b>	<b>\$494.87</b>	<b>\$734.85</b>	<b>\$51,765.28</b>

**English Language Acquisition**

General Supplies and Materials	\$ 25.00	\$ -	\$ -	\$ 25.00
<b>Function 1000 - Instruction</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25.00</b>
<b>Fund 24153 - English Language Acquisition</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25.00</b>

**Title II Teacher/Principal Training & Recruiting**

Professional Development	\$7,500.00	\$3,406.63	\$0.00	\$4,093.37
Professional Development	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Professional Development	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Other Textbooks	\$3,500.00	\$0.00	\$0.00	\$3,500.00
Other Textbooks	\$1,500.00	\$0.00	\$0.00	\$1,500.00
<b>Function 1000 - Instruction</b>	<b>\$16,500.00</b>	<b>\$3,406.63</b>	<b>\$0.00</b>	<b>\$13,093.37</b>
Professional Development	\$1,953.00	\$0.00	\$0.00	\$1,953.00
<b>Function 2100 - Support Services-Students</b>	<b>\$1,953.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,953.00</b>
Professional Development	\$1,966.00	\$0.00	\$0.00	\$1,966.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$1,966.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,966.00</b>
<b>Fund 24154 - Title II Teacher/Principal Training &amp; Recruiting</b>	<b>\$20,419.00</b>	<b>\$3,406.63</b>	<b>\$0.00</b>	<b>\$17,012.37</b>

**Carl D Perkins Secondary - Current**

Other Contract Services	\$4,199.00	\$0.00	\$0.00	\$4,199.00
General Supplies and Materials	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>Function 1000 - Instruction</b>	<b>\$14,199.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,199.00</b>
<b>Fund 24174 - Carl D Perkins Secondary - Current</b>	<b>\$14,199.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,199.00</b>

**CRRSA**

Stipend-Teacher	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Professional Development	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Employee Benefits	\$6,166.00	\$0.00	\$0.00	\$6,166.00
Professional Development	\$0.00	\$4,199.00	\$1,500.00	(\$5,699.00)
Software	\$0.00	\$1,491.03	\$0.00	(\$1,491.03)
General Supplies and Materials	\$0.00	\$1,296.91	\$0.00	(\$1,296.91)

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<b>Function 1000 - Instruction</b>	<b>\$29,166.00</b>	<b>\$6,986.94</b>	<b>\$1,500.00</b>	<b>\$20,679.06</b>
Salaries Expense-Social worker	\$0.00	\$2,508.39	\$13,378.05	(\$15,886.44)
Salaries Expense-Student/school support	\$0.00	\$2,508.39	\$13,378.05	(\$15,886.44)
Stipend-Social worker	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Stipend-Student/school support	\$5,000.00	\$200.00	\$1,316.67	\$3,483.33
Stipend-SPED EA	\$0.00	\$130.00	\$417.68	(\$547.68)
Employee Benefits	\$2,685.00	\$1,429.00	\$7,672.81	(\$6,417.41)
Professional Development	\$4,149.00	\$0.00	\$0.00	\$4,149.00
Other Professional/Technical Services	\$1,500.00	\$0.00	\$0.00	\$1,500.00
Other Charges	\$0.00	\$6.49	\$0.00	(\$6.49)
General Supplies and Materials	\$500.00	\$922.75	\$0.00	(\$422.75)
<b>Function 2100 - Support Services-Students</b>	<b>\$18,834.00</b>	<b>\$7,705.62</b>	<b>\$36,163.26</b>	<b>(\$25,034.88)</b>
Maintenance & Repair Furniture/Fixtures/Equipment	\$0.00	\$2,500.00	\$0.00	(\$2,500.00)
Maintenance & Repair - Buildings And Grounds	\$218,570.00	\$0.00	\$0.00	\$218,570.00
General Supplies and Materials	\$1,641.00	\$0.00	\$0.00	\$1,641.00
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$220,211.00</b>	<b>\$2,500.00</b>	<b>\$0.00</b>	<b>\$217,711.00</b>
<b>Fund 24308 - CRRSA</b>	<b>\$268,211.00</b>	<b>\$17,192.56</b>	<b>\$37,663.26</b>	<b>\$213,355.18</b>

**ARP ESSER III CDFA 84.425U**

Salaries Expense-Teacher	\$0.00	\$2,092.05	\$11,157.55	(\$13,249.60)
Salaries Expense-SPED Teacher	\$0.00	\$5,797.26	\$30,918.74	(\$36,716.00)
Salaries Expense-SPED EA	\$0.00	\$3,519.63	\$18,771.37	(\$22,291.00)
Stipend-Teacher	\$150,000.00	\$7,290.65	\$52,588.25	\$90,121.10
Stipend-SPED Teacher	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Stipend-SPED EA	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Stipend-Teacher	\$0.00	\$3,286.00	\$0.00	(\$3,286.00)
Employee Benefits	\$48,115.00	\$6,494.36	\$34,102.71	\$7,517.93
Other Professional/Technical Services	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Other Charges-SPSO	\$0.00	\$100.00	\$0.00	(\$100.00)
Other Charges	\$26,000.00	\$0.00	\$0.00	\$26,000.00
Software	\$21,000.00	\$19,941.50	\$0.00	\$1,058.50
Software	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Software	\$2,500.00	\$0.00	\$8,000.00	(\$5,500.00)
General Supplies and Materials	\$109,830.00	\$1,264.73	\$9.45	\$108,555.82
General Supplies and Materials	\$16,100.00	\$0.00	\$0.00	\$16,100.00
General Supplies and Materials	\$21,500.00	\$0.00	\$0.00	\$21,500.00
General Supplies and Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Supply Assets (\$5000 or less)	\$5,386.00	\$88,469.61	\$0.00	(\$83,083.61)
Supply Assets (Under \$5,000)	\$5,500.00	\$0.00	\$0.00	\$5,500.00
Supply Assets (Under \$5,000)	\$5,500.00	\$0.00	\$0.00	\$5,500.00
Supply Assets (Under \$5,000)	\$10,000.00	\$0.00	\$0.00	\$10,000.00
<b>Function 1000 - Instruction</b>	<b>\$490,931.00</b>	<b>\$138,255.79</b>	<b>\$155,548.07</b>	<b>\$197,127.14</b>
Salaries expense-Coordinator matter specialists	\$0.00	\$1,726.92	\$8,058.88	(\$9,785.80)
Salaries Expense-Social worker	\$0.00	\$3,671.28	\$19,134.42	(\$22,805.70)
Salaries Expense-Student/school support	\$0.00	\$2,368.41	\$12,631.59	(\$15,000.00)
Stipend-Social worker	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Stipend-Student/school support	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Employee Benefits	\$3,831.00	\$2,287.87	\$11,669.10	(\$10,125.97)
Specialists - Contracted	\$26,000.00	\$0.00	\$0.00	\$26,000.00
General Supplies and Materials	\$20,167.00	\$0.00	\$0.00	\$20,167.00
<b>Function 2100 - Support Services-Students</b>	<b>\$64,998.00</b>	<b>\$10,054.48</b>	<b>\$51,493.99</b>	<b>\$3,449.53</b>
Stipend- Superintendent	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Stipend- Business office support	\$0.00	\$423.00	\$1,974.00	(\$2,397.00)
Stipend-Data processing	\$0.00	\$208.00	\$0.00	(\$208.00)
Employee Benefits	\$2,680.00	\$166.92	\$574.54	\$1,938.54
<b>Function 2300 - Support Services-General Administration</b>	<b>\$12,680.00</b>	<b>\$797.92</b>	<b>\$2,548.54</b>	<b>\$9,333.54</b>
Salaries expense-Principal	\$0.00	\$417.39	\$5,843.43	(\$6,260.82)
Employee Benefits	\$0.00	\$111.58	\$1,570.10	(\$1,681.68)

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Professional Development	\$6,833.00	\$6,833.00	\$0.00	\$0.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$6,833.00</b>	<b>\$7,361.97</b>	<b>\$7,413.53</b>	<b>(\$7,942.50)</b>
Salaries Expense- custodial	\$0.00	\$1,058.82	\$4,941.18	(\$6,000.00)
Stipend- custodial	\$0.00	\$110.00	\$0.00	(\$110.00)
Employee Benefits	\$0.00	\$513.23	\$2,246.97	(\$2,760.20)
Maintenance & Repair Furniture/Fixtures/Equipment	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Maintenance & Repair - Buildings And Grounds	\$37,000.00	\$89,599.95	\$31,940.00	(\$84,539.95)
Other Contract Services	\$0.00	\$0.00	\$8,896.66	(\$8,896.66)
General Supplies and Materials	\$18,697.00	\$0.00	\$0.00	\$18,697.00
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$205,697.00</b>	<b>\$91,282.00</b>	<b>\$48,024.81</b>	<b>\$66,390.19</b>
<b>Fund 24330 - ARP ESSER III CDFA 84.425U</b>	<b>\$781,139.00</b>	<b>\$247,752.16</b>	<b>\$265,028.94</b>	<b>\$268,357.90</b>

**REC/District Fiscal Agent**

Other Textbooks	\$200.00	\$0.00	\$0.00	\$200.00
General Supplies and Materials	\$216.00	\$0.00	\$0.00	\$216.00
General Supplies and Materials	\$200.00	\$0.00	\$0.00	\$200.00
<b>Function 1000 - Instruction</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$616.00</b>
<b>Fund 26107 - REC/District Fiscal Agent</b>	<b>\$616.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$616.00</b>

**2012 GOB Public School Library**

Library And Audio-Visual	\$8,138.00	\$0.00	\$0.00	\$8,138.00
<b>Function 2200 - Support Services-Instruction</b>	<b>\$8,138.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,138.00</b>
<b>Fund 27107 - 2012 GOB Public School Library</b>	<b>\$8,138.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,138.00</b>

**Instructional Materials**

Instructional Materials Credit - 50% Textbooks	\$0.00	\$202.94	\$0.00	(\$202.94)
Instructional Materials Cash - 50% Textbooks	\$1,000.00	\$2,675.06	\$0.00	(\$1,675.06)
Instructional Materials Cash - 50% Textbooks	\$500.00	\$0.00	\$0.00	\$500.00
Instructional Materials Cash - 50% Textbooks	\$500.00	\$0.00	\$0.00	\$500.00
Software	\$878.00	\$0.00	\$0.00	\$878.00
<b>Function 1000 - Instruction</b>	<b>\$2,878.00</b>	<b>\$2,878.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fund 27109 - Instructional Materials</b>	<b>\$2,878.00</b>	<b>\$2,878.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**K-12 Plus /ELTP Planning Grant**

Stipend-Teacher	\$12,500.00	\$0.00	\$0.00	\$12,500.00
Stipend-SPED Teacher	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Stipend-EA	\$2,000.00	\$0.00	\$0.00	\$2,000.00
General Supplies and Materials	\$3,000.00	\$0.00	\$0.00	\$3,000.00
<b>Function 1000 - Instruction</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>
Stipend Expense-Social worker	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Stipend-Student/school support	\$2,500.00	\$0.00	\$0.00	\$2,500.00
<b>Function 2100 - Support Services-Students</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
<b>Fund 27408 - K-12 Plus /ELTP Planning Grant</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>

**Career Technical Education Program (Pilot)**

General Supplies and Materials	\$ 13,740.00	\$ -	\$ -	\$ 13,740.00
<b>Function 1000 - Instruction</b>	<b>\$ 13,740.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,740.00</b>
<b>Fund 27502 - Career Technical Education Program (Pilot)</b>	<b>\$ 13,740.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,740.00</b>

**NM Schools COVID Testing**

Salaries Expense-Nurse	\$0.00	\$1,168.89	\$6,234.11	(\$7,403.00)
Stipend-Nurse	\$10,000.00	\$0.00	\$0.00	\$10,000.00

**East Mountain High School  
Expenditure Report  
as of November 30th, 2022**

Stipend- Health Assistants	\$2,000.00	\$574.62	\$3,064.68	(\$1,639.30)
Employee Benefits	\$3,216.00	\$469.35	\$2,515.05	\$231.60
Other Charges	\$6,227.00	\$0.00	\$0.00	\$6,227.00
General Supplies and Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Supply Assets (Under \$5,000)	\$15,000.00	\$0.00	\$0.00	\$15,000.00
<b>Function 2100 - Support Services-Students</b>	<b>\$61,443.00</b>	<b>\$2,212.86</b>	<b>\$11,813.84</b>	<b>\$47,416.30</b>
<b>Fund 28211 - NM Schools COVID Testing</b>	<b>\$61,443.00</b>	<b>\$2,212.86</b>	<b>\$11,813.84</b>	<b>\$47,416.30</b>

**Private Dir Grants (Categorical)**

Other Charges	\$ 2,398.00	\$ -	\$ -	\$ 2,398.00
<b>Function 1000 - Instruction</b>	<b>\$ 2,398.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,398.00</b>
<b>Fund 29102 - Private Dir Grants (Categorical)</b>	<b>\$ 2,398.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,398.00</b>

**Public School Capital Outlay**

Lease to Purchase	\$296,471.00	\$32,683.34	\$196,100.04	\$67,687.62
<b>Function 4000 - Capital Outlay</b>	<b>\$296,471.00</b>	<b>\$32,683.34</b>	<b>\$196,100.04</b>	<b>\$67,687.62</b>
<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$296,471.00</b>	<b>\$32,683.34</b>	<b>\$196,100.04</b>	<b>\$67,687.62</b>

**Special Capital Outlay-State**

Construction Services	\$264,169.00	\$0.00	\$0.00	\$264,169.00
<b>Function 4000 - Capital Outlay</b>	<b>\$264,169.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$264,169.00</b>
<b>Fund 31400 - Special Capital Outlay-State</b>	<b>\$264,169.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$264,169.00</b>

**Capital Improvements HB-33**

County Tax Collection Costs	\$2,948.00	\$94.35	\$0.00	\$2,853.65
<b>Function 2300 - Support Services-General Administration</b>	<b>\$2,948.00</b>	<b>\$94.35</b>	<b>\$0.00</b>	<b>\$2,853.65</b>
Maintenance & Repair Furniture/Fixtures/Equipment	\$150,000.00	\$134.84	\$165.16	\$149,700.00
Maintenance & Repair - Buildings & Grounds	\$150,000.00	\$23,188.21	\$21,746.58	\$105,065.21
Construction Services	\$279,711.00	\$24,691.43	\$132,873.93	\$122,145.64
Lease to Purchase	\$100,000.00	\$98,050.02	\$0.00	\$1,949.98
Fixed Assets (More Than \$5,000)	\$156,414.00	\$0.00	\$0.00	\$156,414.00
Supply Assets (\$5,000 or Less)	\$0.00	\$358.34	\$41.66	(\$400.00)
<b>Function 4000 - Capital Outlay</b>	<b>\$836,125.00</b>	<b>\$146,422.84</b>	<b>\$154,827.33</b>	<b>\$534,874.83</b>
<b>Fund 31600 - Capital Improvements HB-33</b>	<b>\$839,073.00</b>	<b>\$146,517.19</b>	<b>\$154,827.33</b>	<b>\$537,728.48</b>

**East Mountain High School  
Expenditure Report  
as of November 30th, 2022**

**Capital Improvement SB-9 County**

County Tax Collection Costs	\$1,518.00	\$47.72	\$0.00	\$1,470.28
<b>Function 2300 - Support Services-General Administration</b>	<b>\$1,518.00</b>	<b>\$47.72</b>	<b>\$0.00</b>	<b>\$1,470.28</b>
Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$253,783.00	\$1,365.05	\$384.95	\$252,033.00
Construction Services	\$150,000.00	\$21,655.86	\$0.00	\$128,344.14
Lease to Purchase	\$90,000.00	\$65,366.68	\$0.00	\$24,633.32
Software	\$12,000.00	\$9,354.98	\$0.00	\$2,645.02
General Supplies and Materials	\$1,030.00	\$0.00	\$0.00	\$1,030.00
Supply Assets (\$5000 or less)	\$30,282.00	\$1,530.30	\$8,600.00	\$20,151.70
Fixed Assets (More Than \$5,000)	\$31,000.00	\$0.00	\$0.00	\$31,000.00
<b>Function 4000 - Capital Outlay</b>	<b>\$568,095.00</b>	<b>\$99,272.87</b>	<b>\$8,984.95</b>	<b>\$459,837.18</b>
<b>Fund 31701 - Capital Improvement SB-9 County</b>	<b>\$569,613.00</b>	<b>\$99,320.59</b>	<b>\$8,984.95</b>	<b>\$461,307.46</b>

**SB-9 State Match - Cash**

Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Software	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Supply Assets (Under \$5,000)	\$1,932.00	\$0.00	\$246.15	\$1,685.85
Fixed Assets (More Than \$5,000)	\$6,000.00	\$0.00	\$0.00	\$6,000.00
<b>Function 4000 - Capital Outlay</b>	<b>\$11,932.00</b>	<b>\$0.00</b>	<b>\$246.15</b>	<b>\$11,685.85</b>
<b>Fund 31703 - SB-9 State Match - Cash</b>	<b>\$11,932.00</b>	<b>\$0.00</b>	<b>\$246.15</b>	<b>\$11,685.85</b>

<b>Grand Total</b>	<b>\$7,984,501.00</b>	<b>\$2,325,730.02</b>	<b>\$3,436,115.27</b>	<b>\$2,222,655.71</b>
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East Mountain High School  
Statement of bills and disbursements Report  
as of November 30th, 2022

Bank		Account Number				
Wells Fargo		Checkings				
Date	Number	Type	Payee/From		Deposit	Withdrawal
44867	00062889	Journal Entry	Void Warrant: 11965; Reversing Disbursement for Voucher: 110222, OP, Vendor: Albuquerque Public Schools (Transportation)		\$ 1,716.00	
44867	11965	AP Warrant	Albuquerque Public Schools (Transportation)			\$ 1,716.00
44867	11966	AP Warrant	B & D Industries, Inc.			\$ 1,429.67
44867	11967	AP Warrant	CNM - Cashiers Office			\$ 2,631.25
44867	11968	AP Warrant	Cooperative Educational Svcs			\$ 964.94
44867	11969	AP Warrant	De Lage Landen Financial Services, Inc.			\$ 1,597.89
44867	11970	AP Warrant	National Council for the Social Studies			\$ 1,335.00
44867	11971	AP Warrant	T-Mobile USA Inc.			\$ 140.00
44868		Payroll Liability Check	NM Public Schools Insurance Authority			\$ 26,011.78
44868	11-007	Cash Receipt	Huddle		\$ 371.00	
44869		Payroll Liability Check	Internal Revenue Service			\$ 25,673.60
44869	11-001	Cash Receipt	XC fees		\$ 350.00	
44872		Payroll Liability Check	NM Retiree Health Care Authority			\$ 7,230.51
44872	11-008	Cash Receipt	Stripes		\$ 50.00	
44875	11-009	Cash Receipt	stripe ; huddle		\$ 915.00	
44876		Payroll Liability Check	NM Educational Retirement Board			\$ 68,986.21
44879	11-010	Cash Receipt	SEG November		\$ 329,050.34	
44880		Payroll Liability Check	Wells Fargo Bank, N.A.			\$ 78,805.74
44880	11972	AP Warrant	AAA Organic Pest Control, Inc.			\$ 102.36
44880	11973	AP Warrant	Accountability & Compliance Resources LLC			\$ 642.03
44880	11974	AP Warrant	AJF Enterprises, Inc.			\$ 1,532.77
44880	11975	AP Warrant	Bernalillo County Fleet/Facility Dept			\$ 341.56
44880	11976	AP Warrant	Varsity Brands Holding Co., Inc.			\$ 3,467.00
44880	11977	AP Warrant	CamNet, Inc.			\$ 4,558.94
44880	11978	AP Warrant	Cooperative Educational Svcs			\$ 657.58
44880	11979	AP Warrant	Peter Defries Corp DBA Dion's Pizza			\$ 172.50
44880	11980	AP Warrant	Elizabeth Alley			\$ 350.00
44880	11981	AP Warrant	Entranosa Water & Wastewater Assoc.			\$ 472.00
44880	11982	AP Warrant	Giovenco, Kasi L			\$ 90.00
44880	11983	AP Warrant	Herrera Coaches, Inc.			\$ 6,866.88
44880	11984	AP Warrant	Herrera School Buses, Inc.			\$ 1,820.08
44880	11985	AP Warrant	ItsQuest, Inc			\$ 4,246.79
44880	11986	AP Warrant	Keck, Lisa			\$ 25.20
44880	11987	AP Warrant	Los Altos Golf Course			\$ 906.75
44880	11988	AP Warrant	NM Museum of Natural History Foundation			\$ 375.00
44880	11989	AP Warrant	Panorama Education Inc			\$ 9,970.75
44880	11990	AP Warrant	Severin Intermediate Holdings, LLC			\$ 5,154.98
44880	11991	AP Warrant	Public Charter Schools of New Mexico			\$ 4,637.50
44880	11992	AP Warrant	The Vigil Group, LLC			\$ 5,756.81
44880	11993	AP Warrant	Adam Getty			\$ 4,165.00
44880	11994	AP Warrant	Fiber Platform, LLC			\$ 359.00
44880	11995	AP Warrant	Waste Management of New Mexico, Inc.			\$ 849.85
44880	11996	AP Warrant	Heads Up Landscape Contractors LLC			\$ 2,386.71
44882	11-002	Cash Receipt	Phillips welding service		\$ 350.00	
44882	11-011	Cash Receipt	Sandoval HB-33		\$ 90.99	
44883		Payroll Liability Check	Internal Revenue Service			\$ 25,696.12
44883	11-003	Cash Receipt	athletics fee		\$ 350.00	
44883	11-012	Cash Receipt	Sandoval SB-9		\$ 46.29	
44886	11-013	Cash Receipt	Bernalillo HB-33,SB-9		\$ 731.72	

East Mountain High School  
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Wells Fargo		Checkings			
44886	11998	Payroll Liability Check	United Way of Central New Mexico		\$ 30.00
44886	11999	Payroll Liability Check	Matrix Trust Company		\$ 2,148.32
44886	12000	Payroll Liability Check	Security Benefit		\$ 800.00
44886	12001	Payroll Liability Check	ING ReliaStar Life Ins Co		\$ 2,270.00
44886	12002	Payroll Liability Check	Pre-paid Legal Services, Inc.		\$ 258.15
44886	12003	Payroll Liability Check	Allstate Workplace Division		\$ 816.29
44888		Payroll Liability Check	New Mexico Taxation and Revenue Department		\$ 7,077.52
44893	11-004	Cash Receipt	Athletics fees	\$ 600.00	
44893	11-014	Cash Receipt	Huddle	\$ 232.00	
44894	11-005	Cash Receipt	Athletics fees	\$ 1,485.00	
44894	11-015	Cash Receipt	Stripe	\$ 350.00	
44894	11997	AP Warrant	Andy Holten		\$ 100.00
44895		Payroll Liability Check	Wells Fargo Bank, N.A.		\$ 81,749.56
44895	11-006	Cash Receipt	athletics fees	\$ 1,050.00	
44895	11-016	Cash Receipt	stripe	\$ 1,350.00	
44895	12004	AP Warrant	AJF Enterprises, Inc.		\$ 766.38
44895	12005	AP Warrant	Albq. Basketball Officials' Assn.		\$ 5,505.27
44895	12006	AP Warrant	Awards, Etc.		\$ 150.00
44895	12007	AP Warrant	B & D Industries, Inc.		\$ 765.45
44895	12008	AP Warrant	Varsity Brands Holding Co., Inc.		\$ 3,467.00
44895	12009	AP Warrant	Canon Financial Services, Inc.		\$ 2,040.63
44895	12010	AP Warrant	Century Link		\$ 411.93
44895	12011	AP Warrant	De Lage Landen Financial Services, Inc.		\$ 457.94
44895	12012	AP Warrant	EMHS Foundation		\$ 32,683.34
44895	12013	AP Warrant	ItsQuest, Inc		\$ 2,253.38
44895	12014	AP Warrant	Patricia McKenna		\$ 50.00
44895	12015	AP Warrant	Moss Adams LLP		\$ 3,255.72
44895	12016	AP Warrant	NM Gas Company, Inc.		\$ 1,548.11
44895	12017	AP Warrant	School Specialty, Inc.		\$ 386.66
44895	12018	AP Warrant	Smith III, Trey		\$ 683.02
44895	12019	AP Warrant	Tillery Chevrolet		\$ 101.65
44895	12020	AP Warrant	Cellco Partnership		\$ 51.86
44895	12021	AP Warrant	WEX Bank		\$ 3.93
<b>Sub Total</b>					<b>\$ 339,088.34</b>
<b>Grand Total</b>					<b>\$ 451,958.86</b>

East Mountain High School  
Statement of bills and disbursements Report  
as of November 30th, 2022

Wells Fargo		Checkings				
Bank	Account Number					
Wells Fargo		Student Account				
Date	Number	Type	Payee/From	Deposit	Withdrawal	
44866	11-017	Cash Receipt	snack bar; donation; athletics	\$ 351.70		
44867	00062587	Journal Entry	Void Warrant: 2152; Reversing Disbursement for Voucher: 110222SA, Student Activity, Vendor: Old Santa Fe Inn	\$ 4,060.57		
44867	2152	AP Warrant	Old Santa Fe Inn		\$ 4,060.57	
44869	11-018	Cash Receipt	snack bar	\$ 471.25		
44872	11-019	Cash Receipt	snack bar	\$ 304.00		
44873	11-020	Cash Receipt	snack bar; yearbooks; top of the world tournament fees	\$ 379.13		
44875	11-021	Cash Receipt	NHS; snack bar	\$ 427.00		
44879	11-022	Cash Receipt	Snack bar	\$ 323.50		
44880	11-023	Cash Receipt	snack bar	\$ 86.50		
44881	2153	AP Warrant	Booth, Marie C		\$ 278.55	
44881	2154	AP Warrant	Carbide 3D LLC		\$ 2,795.00	
44881	2155	AP Warrant	Carolyn Hushman		\$ 250.00	
44881	2156	AP Warrant	Peter Defries Corp DBA Dion's Pizza		\$ 1,184.55	
44881	2157	AP Warrant	Garcia, Gabriella P		\$ 3,684.91	
44881	2158	AP Warrant	Gardenswartz Team Sales		\$ 918.75	
44881	2159	AP Warrant	Schroeder, Stephanie		\$ 108.39	
44881	2160	AP Warrant	Smith III, Trey		\$ 314.43	
44881	2161	AP Warrant	Graff, Tracy		\$ 250.00	
44882	11-024	Cash Receipt	NHS; snack bar	\$ 305.25		
44883	11-025	Cash Receipt	Bowling shirts; lost uniform; snack bar	\$ 1,273.00		
44893	11-026	Cash Receipt	Soccer; snack bar; robotics donations	\$ 23,729.75		
44894	11-027	Cash Receipt	NHS Dues; Snack bar	\$ 146.35		
44895	11-028	Cash Receipt	bowling shirts	\$ 55.00		
44895	2162	AP Warrant	Arthur Garcia		\$ 188.18	
44895	2163	AP Warrant	Booth, Marie C		\$ 432.09	
44895	2164	AP Warrant	Davidson, Shayna		\$ 49.84	
44895	2165	AP Warrant	Emily Gray		\$ 203.75	
44895	2166	AP Warrant	Schroeder, Stephanie		\$ 166.94	
44895	2167	AP Warrant	Smith III, Trey		\$ 1,130.88	
44895	2168	AP Warrant	Windust, Amanda H		\$ 28.61	
<b>Sub Total</b>				<b>\$ 31,913.00</b>	<b>\$ 16,045.44</b>	
<b>Grand Total</b>				<b>\$ 31,913.00</b>	<b>\$ 16,045.44</b>	



East Mountain High School  
Statement of bills and disbursements Report  
as of November 30th, 2022

Wells Fargo		Checkings			
Bank	Account Number				
Wells Fargo	SPSO				
Date	Number	Type	Payee/From	Deposit	Withdrawal
44880	1750	AP Warrant	Coffetime Bottled Water & Coffee Service, LLC		\$ 183.96
44880	1751	AP Warrant	Marcelain, Tamara S		\$ 243.68
44880	1752	AP Warrant	Windust, Amanda H		\$ 172.27
44881	00062710	Journal Entry	Void Warrant: 1753; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Booth, Marie C	\$ 278.55	
44881	00062712	Journal Entry	Void Warrant: 1754; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Carolyn Hushman	\$ 250.00	
44881	00062717	Journal Entry	Void Warrant: 1755; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Peter Defries Corp DBA Dion's Pizza	\$ 1,184.55	
44881	00062720	Journal Entry	Void Warrant: 1756; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Garcia, Gabriella P	\$ 3,684.91	
44881	00062723	Journal Entry	Void Warrant: 1757; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Gardenswartz Team Sales	\$ 918.75	
44881	00062725	Journal Entry	Void Warrant: 1758; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Schroeder, Stephanie	\$ 108.39	
44881	00062727	Journal Entry	Void Warrant: 1759; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Smith III, Trey	\$ 314.43	
44881	00062729	Journal Entry	Void Warrant: 1760; Reversing Disbursement for Voucher: 111622SA-1, Student Activity, Vendor: Graff, Tracy	\$ 250.00	
44881	1753	AP Warrant	Booth, Marie C		\$ 278.55
44881	1754	AP Warrant	Carolyn Hushman		\$ 250.00
44881	1755	AP Warrant	Peter Defries Corp DBA Dion's Pizza		\$ 1,184.55
44881	1756	AP Warrant	Garcia, Gabriella P		\$ 3,684.91
44881	1757	AP Warrant	Gardenswartz Team Sales		\$ 918.75
44881	1758	AP Warrant	Schroeder, Stephanie		\$ 108.39
44881	1759	AP Warrant	Smith III, Trey		\$ 314.43
44881	1760	AP Warrant	Graff, Tracy		\$ 250.00
<b>Sub Total</b>				<b>\$ 6,989.58</b>	<b>\$ 7,589.49</b>
<b>Grand Total</b>				<b>\$ 6,989.58</b>	<b>\$ 7,589.49</b>

**East Mountain High School  
Bank Reconciliation Report  
as of November 30th, 2022**

School: East Mountain High School  
 Bank: Wells Fargo  
 Account Description: General Operational  
 Statement Date: November 30, 2022

Beginning balance per bank	\$	1,686,626.40
Cleared transactions:		
Checks and withdrawals	\$	(458,026.05)
Deposits and credits	\$	337,372.34
Other bank adjustments		
 Ending balance per bank	 \$	 <b>1,565,972.69</b>

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Plus: Outstanding Deposits		
Plus: Cleared items prior to entry		
Less: Outstanding checks	\$	(62,566.65)
 <b>Balance per GL</b>	 \$	 <b>1,503,406.04</b>

**Date:** 12/4/2022

**East Mountain High School  
Bank Reconciliation Report  
as of November 30th, 2022**

School: East Mountain High School  
 Bank: Wells Fargo  
 Account Description: Student Activity  
 Statement Date: November 30, 2022

Beginning balance per bank	\$	39,383.08
Cleared transactions:		
Checks and withdrawals	\$	(16,057.86)
Deposits and credits	\$	27,852.43
Other bank adjustments	\$	-
 Ending balance per bank	 \$	 <b>51,177.65</b>

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Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	(3,090.37)
 <b>Balance per GL</b>	 \$	 <b>48,087.28</b>

GL Variance (16,000.07)

**Reviewed by:** \_\_\_\_\_  
**Date:** 12/4/2022

**East Mountain High School  
Bank Reconciliation Report  
as of November 30th, 2022**

School: East Mountain High School  
 Bank: Wells Fargo  
 Account Description: SPSO  
 Statement Date: November 30, 2022

Beginning balance per bank	\$	3,967.75
Cleared transactions:		
Checks and withdrawals	\$	(1,344.45)
Deposits and credits	\$	-
Other bank adjustments	\$	-
 Ending balance per bank	 \$	 <b>2,623.30</b>

Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	-
 <b>Balance per GL</b>	 \$	 <b>2,623.30</b>

GL Variance (2623.30)

**Reviewed by:** \_\_\_\_\_  
**Date:** 12/4/2022

**East Mountain High School  
Balance sheet Report  
as of November 30th, 2022**

Description		11000	14000	23000	24106
11000 - Cash Assets		\$200.00	\$0.00	\$0.00	\$0.00
11019 - B of W - Gen Operating		\$0.00	\$0.00	\$0.00	\$0.00
11020 - WF-Operating		\$796,426.41	\$8,565.14	\$0.00	(\$887.26)
11021 - WF-Student Activity		\$0.00	\$0.00	\$64,087.35	\$0.00
11022 - WF-SPSO		\$0.00	\$0.00	(\$13,376.77)	\$0.00
13000 - Receivables		\$12,029.93	\$0.00	\$0.00	\$0.00
32300 - Unreserved Fund Balance		\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal of Account Type: Asset</b>		<b>\$808,656.34</b>	<b>\$8,565.14</b>	<b>\$50,710.58</b>	<b>(\$887.26)</b>
<b>Subtotal of Account Group: Assets</b>		<b>\$808,656.34</b>	<b>\$8,565.14</b>	<b>\$50,710.58</b>	<b>(\$887.26)</b>
23011 - Accrued Salaries and Benefits		\$1,083.52	\$0.00	\$0.00	\$0.00
23122 - Social Security		\$12,400.88	\$0.00	\$0.00	\$0.00
23123 - Medicare		\$3,139.96	\$0.00	\$0.00	\$0.00
23124 - State Retirement Contributions		\$75,883.45	\$0.00	\$0.00	\$0.00
23125 - Employee Insurance		\$27,290.30	\$0.00	\$0.00	(\$395.18)
23126 - Unemployment Insurance		\$300.20	\$0.00	\$0.00	\$2.79
23141 - Federal Income Taxes		\$8,977.23	\$0.00	\$0.00	\$0.00
23147 - Voluntary Deductions		\$3,094.59	\$0.00	\$0.00	\$0.00
24214 - State Taxes		\$6,432.39	\$0.00	\$0.00	\$0.00
<b>Subtotal of Account Type: Liability</b>		<b>\$138,602.52</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$392.39)</b>
32300 - Unreserved Fund Balance		\$681,417.08	\$12,708.15	\$35,653.84	(\$5,594.59)
Net Increase/Decrease		(\$11,363.26)	(\$4,143.01)	\$15,056.74	\$5,099.72
<b>Subtotal of Account Type: Fund Balance/Retained Earnings</b>		<b>\$670,053.82</b>	<b>\$8,565.14</b>	<b>\$50,710.58</b>	<b>(\$494.87)</b>
<b>Subtotal of Account Group: Liabilities/Fund Balance</b>		<b>\$808,656.34</b>	<b>\$8,565.14</b>	<b>\$50,710.58</b>	<b>(\$887.26)</b>

**East Mountain High School  
Balance sheet Report  
as of November 30th, 2022**

<b>24154</b>	<b>24308</b>	<b>24330</b>	<b>26107</b>	<b>26222</b>	<b>27109</b>	<b>28211</b>	<b>29102</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(\$3,406.63)	(\$15,585.70)	(\$238,122.25)	\$641.41	\$7,181.52	\$0.19	\$27,602.83	\$1,247.60
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	(\$7,181.52)	\$0.00	\$0.00	\$0.00
<b>(\$3,406.63)</b>	<b>(\$15,585.70)</b>	<b>(\$238,122.25)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$27,602.83</b>	<b>\$1,247.60</b>
<b>(\$3,406.63)</b>	<b>(\$15,585.70)</b>	<b>(\$238,122.25)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$27,602.83</b>	<b>\$1,247.60</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$204.56	\$958.02	\$0.00	\$0.00	\$0.00	\$72.06	\$0.00
\$0.00	\$47.82	\$236.86	\$0.00	\$0.00	\$0.00	\$16.86	\$0.00
\$0.00	\$1,070.50	\$5,343.40	\$0.00	\$0.00	\$0.00	\$347.86	\$0.00
\$0.00	\$0.69	\$1,351.62	\$0.00	\$0.00	\$0.00	\$0.14	\$0.00
\$0.00	\$7.59	\$21.86	\$0.00	\$0.00	\$0.00	\$2.31	\$0.00
\$0.00	\$128.42	\$635.88	\$0.00	\$0.00	\$0.00	\$32.40	\$0.00
\$0.00	\$45.66	\$601.64	\$0.00	\$0.00	\$0.00	\$4.22	\$0.00
\$0.00	\$101.62	\$480.63	\$0.00	\$0.00	\$0.00	\$32.24	\$0.00
<b>\$0.00</b>	<b>\$1,606.86</b>	<b>\$9,629.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$508.09</b>	<b>\$0.00</b>
(\$7,574.25)	(\$47,888.25)	(\$226,203.28)	\$641.41	\$0.00	\$2,878.19	\$4,977.60	\$1,247.60
\$4,167.62	\$30,695.69	(\$21,548.88)	\$0.00	\$0.00	(\$2,878.00)	\$22,117.14	\$0.00
<b>(\$3,406.63)</b>	<b>(\$17,192.56)</b>	<b>(\$247,752.16)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$27,094.74</b>	<b>\$1,247.60</b>
<b>(\$3,406.63)</b>	<b>(\$15,585.70)</b>	<b>(\$238,122.25)</b>	<b>\$641.41</b>	<b>\$0.00</b>	<b>\$0.19</b>	<b>\$27,602.83</b>	<b>\$1,247.60</b>

**East Mountain High School  
Balance sheet Report  
as of November 30th, 2022**

<b>31200</b>	<b>31600</b>	<b>31701</b>	<b>31703</b>	<b>Total</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(\$32,683.34)	\$603,907.33	\$336,587.30	\$11,931.49	\$1,503,406.04
\$0.00	\$0.00	\$0.00	\$0.00	\$64,087.35
\$0.00	\$0.00	\$0.00	\$0.00	(\$13,376.77)
\$0.00	\$0.00	\$0.00	\$0.00	\$12,029.93
\$0.00	\$0.00	\$0.00	\$0.00	(\$7,181.52)
<b>(\$32,683.34)</b>	<b>\$603,907.33</b>	<b>\$336,587.30</b>	<b>\$11,931.49</b>	<b>\$1,559,165.03</b>
<b>(\$32,683.34)</b>	<b>\$603,907.33</b>	<b>\$336,587.30</b>	<b>\$11,931.49</b>	<b>\$1,559,165.03</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$1,083.52
\$0.00	\$0.00	\$0.00	\$0.00	\$13,635.52
\$0.00	\$0.00	\$0.00	\$0.00	\$3,441.50
\$0.00	\$0.00	\$0.00	\$0.00	\$82,645.21
\$0.00	\$0.00	\$0.00	\$0.00	\$28,247.57
\$0.00	\$0.00	\$0.00	\$0.00	\$334.75
\$0.00	\$0.00	\$0.00	\$0.00	\$9,773.93
\$0.00	\$0.00	\$0.00	\$0.00	\$3,746.11
\$0.00	\$0.00	\$0.00	\$0.00	\$7,046.88
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$149,954.99</b>
\$0.00	\$740,998.40	\$431,132.76	\$11,931.49	\$1,636,326.15
(\$32,683.34)	(\$137,091.07)	(\$94,545.46)	\$0.00	(\$227,116.11)
<b>(\$32,683.34)</b>	<b>\$603,907.33</b>	<b>\$336,587.30</b>	<b>\$11,931.49</b>	<b>\$1,409,210.04</b>
<b>(\$32,683.34)</b>	<b>\$603,907.33</b>	<b>\$336,587.30</b>	<b>\$11,931.49</b>	<b>\$1,559,165.03</b>

# East Mountain Highschool Governing Council Policies

**Section 1:**  
**Governance Process Policies**

**Section 2:**  
**Outcomes Policies**

**Section3:**  
**Executive Limitations Policies**

**Section 4:**  
**Governing Council Executive Linkage Policies**

**ORIGINAL APPROVAL:**

December 15, 2003

**DATES REVISED:**

December 12, 2005

June 12, 2006

June 11, 2007

August 10, 2009

August 9, 2010

February 14, 2011

February 27, 2012

Spring, 2020



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## SECTION 1: Governance Process Policies

The policies in this section define the role of the Governing Council, how they will get their work done, and the relationship between individual Governing Council Members.

### 1.0 Purpose of the Governing Council

The purpose of the East Mountain High School Governing Council is to be held accountable by our community to ensure that East Mountain High School achieve its mission and purpose of educating students within the boundaries of state and federal educational statutes.

#### 1.1 Number of Governing Council Members.

~~[Taken from the 2010-2015 Renewal Charter.]~~

1.1 The Governing Council is composed of no less than five and up to to ten nine-voting members.

Commented [m1]: Delete this

### 1.2 Qualifications of Governing Council Members.

Any adult member of the New Mexico community who does not receive compensation from the school is eligible to serve on the East Mountain High School Governing Council. The Governing Council is composed of a broad cross-section of school stakeholders, including parents, professionals and community leaders.

- 1.2.1 The Governing Council will strive to have its membership reflect the entire East Mountain High School community.
- 1.2.2 It may choose from personal considerations such as age, gender, race, ethnicity, geographic location, and socio-economic status.
- 1.2.3 When balancing the attributes of its membership, the Governing Council will consider those who possess the following competencies: educational administration, curriculum and instruction, business administration, finance, strategic planning, policy development, law, community relations, and other areas of strategic expertise, resources and perspective needed to achieve the Vision, Mission and Stakeholder Goals of the school.

### 1.3 Disqualifications of Governing Council Members

The following persons are ineligible to serve as Governing Council members:

- 1.3.1 A person who is serving on the governing body of another charter school. 228B-4B NMSA (2011)
- 1.3.2 A person, or an immediate family member of the person, who is an owner, agent of, contractor with or otherwise has a financial interest in a for-profit or nonprofit entity with which East Mountain High School contracts directly, for professional services, goods or facilities.
- 1.3.3 An employee, agent or board member of the chartering authority who participated in the initial review, approval, ongoing oversight, evaluation or charter renewal process of EMHS. 22-8B-5.2C NMSA (2011)

- 1.3.4 A person who is an immediate family member of an employee of East Mountain High School. Immediate family member” means spouse, father, father-in-law, mother, mother-in-law, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law or any other relative who is financially supported. 22-8B-5.2B and D NMSA (2011)
- 1.3.5 Further, no voting member of the East Mountain High School Governing Council shall be employed in any capacity by East Mountain High School during the term of office for which the member was selected.

#### 1.4 Powers of Governing Council

The Governing Council has the rights and responsibilities set forth in 22-8B-4 NMSA. Pursuant to 22-8B-4 NMSA, East Mountain High School is administered and governed by the Governing Council in the manner set forth in its Charter. Subject to the provisions of the laws of this State and any limitations in the East Mountain High School Charter or these Policies relating to action required or permitted to be taken or approved by the members, the activities and affairs of this Governing Council and East Mountain High School shall be conducted and all powers shall be exercised by or under the direction of the Governing Council of East Mountain High School.

- 1.4.1 The Governing Council not only supports the East Mountain High School Charter, it also leads the realization of the Charter and its Vision, Mission and stakeholder Goals and further establishes policies and plans consistent with these statements.
- 1.4.2 It is the Governing Council’s responsibility to ensure that the East Mountain High School Charter is **relevant and vital to the community it serves** and also to monitor the success of the school in realizing the **East Mountain High School Charter**.
- 1.4.3 The Governing Council has the authority and responsibility to employ and evaluate the school Principal and to fix the Principal’s salary.
- 1.4.4 The East Mountain High School model of governance is based on a board of directors (Governing Council) with a structure of officers, policies, and delegation of management to the East Mountain High School Principal.
- 1.4.5 This model draws inspiration from the approach to governance traditionally found in nonprofit organizations. **Specifically, we are inspired by John Carver’s model of Policy Governance.** In this model, there is a clear distinction made between the governance work of the Governing Council and the administrative/management work of the paid staff.
- 1.4.6 [In this model, the Governing Council is responsible for governing the school through policies it creates and the delegation of its authority to its lone employee/executive, the Principal. GC Policies are divided into four types:](#)
  - 1.4.6.1 [Governance Process Policies designed to define the roles and responsibility of the Governance Council and how it will get its work done.](#)

Commented [GH2]: What is this?

- 1.4.6.2 Outcomes Policies: These policies will define the Governing Council's expectations for what outcomes will occur as a result of their delegation of their authority to the executive (their lone employee).
- 1.4.6.3 Executive Limitations: These policies define what the Principal CAN NOT do without GC approval. Once complete, the executive limitations define what is out of bounds. Assuming a reasonable interpretation of these policies the Principal and his delegates operate in a state of pre-approval.
- 1.4.6.4 Governance and Executive Linkage: These policies will define the relationship between the GC and the executive they have empowered by delegating their authority. Specifically, these policies define how the GC will monitor their outcomes policies and their limitations policies.

#### **1.4.7 Adoption, Repeal, and Revision of Policy**

- 1.4.7.1 The East Mountain High School Governing Council has the sole responsibility for the adoption of new policies or the revision or repeal of existing policies. Adoption of new policies or the revision, suspension or repeal of existing policies is solely the responsibility of the Governing Council. Any policies not specifically prescribed by statute may be adopted, revised, suspended or revoked by a majority OR 2/3 vote of the Council.
- 1.4.7.2 The Council will adhere to the following procedure in considering and adopting policy proposals to ensure that such proposals are thoroughly examined before final action:
  - 1.4.7.2.1 Governing Council committees will submit drafts of proposed policies to the Governing Council Policy Committee for consideration and submission to the Governing Council.
  - 1.4.7.2.2 The Governing Council Policy Committee will consider all policy recommendations made by the Principal, staff, students and parents, and when appropriate, refer them to a committee.
  - 1.4.7.2.3 The Policy Committee will review proposed new policies and changes to existing policies. After such review, the Policy Committee will follow one of the following courses of action.
    - 1.4.7.2.3.1 The Policy Committee may present the proposed policy, revision, suspension or revocation, for a first reading at a regular Governing Council meeting.
    - 1.4.7.2.3.2 During discussion of a policy proposal, the views of the public and staff will be considered and members of the Governing Council may propose amendments.

- 1.4.7.2.3.3 An amendment will not require that the policy go through an additional reading unless the Governing Council determines that the amendment needs further study and that an additional reading would be desirable.
  - 1.4.7.2.3.4 The proposed policy, revision, suspension or repeal, including proposed amendments, will then be presented in writing for adoption at the next regular Governing Council meeting.
  - 1.4.7.2.4 If the Policy Committee so chooses, it may recommend that a policy be presented for direct action, instead of for a first reading, at a regular Council meeting.
  - 1.4.7.2.5 Under unusual circumstances, the Council may, without Policy Committee review or recommendation, temporarily approve a policy to meet immediate or emergency conditions. Discussion will occur at the next Policy Committee meeting to consider the appropriateness of maintaining or revising the temporary policy resulting in a subsequent recommendation to be offered at the next Council meeting.
  - 1.4.7.3 The Principal may, in case of emergency, suspend any parts of policies as they pertain to the administration of the school. However, the Principal must report the facts and rationale for such action at the next meeting of the Governing Council. The suspension of the policy expires at the time of said report unless the Governing Council votes to continue the suspension of the policy.
- 1.4.8 The Governing Council is responsible for addressing major matters through policy creation including:**
- 1.4.8.1 Setting the school's general policies and overall educational policies;
  - 1.4.8.2 Approving and monitoring the annual budget and financial procedures;
  - 1.4.8.3 Hiring and evaluating the performance of the school's Principal;
  - 1.4.8.4 Approving policies and monitoring their implementation by the Principal; and
  - 1.4.8.5 Assuring that the school fulfills the requirements of the East Mountain High School Charter and, implementing the strategic plan.
- 1.4.9 Delegation of Governing Council Authority**
- Consistent with the best practices of nonprofit corporation management, the Governing Council delegates responsibility for running the school.
- 1.4.9.1 The Governing Council is not involved in handling day to day details of running the school, dealing with personnel issues, or addressing individual student needs.

- 1.4.9.2 To this end, the Principal not only creates procedural directives for the Council's policies but also is accountable for implementing those policies.
- 1.4.9.3 Where appropriate, the Principal will delegate some responsibility to other assistants, teachers, staff and students.

#### **1.4.10 Construction and Terms of Policies**

- 1.4.10.1 If there is any conflict between the provisions of these Policies and the East Mountain High School Charter, the provisions of the Charter shall govern.
- 1.4.10.2 Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.
- 1.4.10.3 All references in these Bylaws to the East Mountain High School Charter shall be to the Charter or other founding document of this charter school filed with an office of this state and used to establish the legal existence of this charter school.

#### **1.5 Duties of Governing Council Members**

It shall be the duty of the Governing Council members to adhere to the Governing Council Roles and Responsibilities as outlined below.

- 1.5.1 The Governing Council leads the realization of and provides oversight for the school's vision, Mission, Stakeholder goals as established in the East Mountain High School Charter, and adopts Bylaws and policies that are consistent with the Vision, Mission, Stakeholder Goals and all legal and regulatory requirements.
- 1.5.2 The Governing Council assures that the School and the Governing Council operate in compliance with applicable laws and regulations.
- 1.5.3 The Governing Council creates a conflict of interest statement, and a Code of Conduct that is reviewed with, and signed by, individual Governing Council members annually.
- 1.5.4 The Governing Council accepts accountability for both the financial stability and the financial future of the institution, engaging in strategic financial planning, assuming primary responsibility for the preservation of capital assets and endowments, approving and overseeing the operating budget, and actively partners with the East Mountain High School Foundation in fundraising.
- 1.5.5 The Governing Council selects, employs, evaluates, sets the roles and responsibilities and fixes the salary for the Principal of the school.
- 1.5.6 The Governing Council's primary work and focus are long-range and strategic.
- 1.5.7 The Governing Council undertakes formal strategic planning on a periodic basis.
- 1.5.8 [The governing council translates that strategic plan into three types of policies.](#)
  - 1.5.8.1 [Goals and strategic imperatives are translated into outcomes policies.](#)
  - 1.5.8.2 [Actions and procedures deemed counter to the GC's strategic plan are translated into limitation policies.](#)

1.5.8.3 [The manner in which the GC will monitor the outcomes and the limitations are translated into policy in the governance/executive linkage section of this document.](#)

1.5.8.4 [Strategic priorities or sets annual goals related to the plan, and conducts annual written evaluations for the school, the head of the school, and the Governing Council itself.](#)

- 1.5.9 The Governing Council keeps full and accurate records of its meetings, committees, and policies and communicates its decisions widely.
- 1.5.10 Governing Council members are actively involved in the work of the Governing Council and its committees.
- 1.5.11 It is the responsibility of each Governing Council member to study and understand the materials in the Governing Council Packet before the meeting and to comment and/or question information in said materials if and when appropriate during the meeting. Fulfilling this responsibility will add immeasurably to the efficiency and effectiveness of the Governing Council meetings.
- 1.5.12 As the leader of the school community, the Governing Council engages proactively in partnership with the Principal in cultivating and maintaining good relations with school constituents as well as the broader community.
- 1.5.13 The Governing Council supports a program of professional development for the Governing Council that includes annual new member orientation, ongoing member education and evaluation, and Governing Council leadership succession planning.
- 1.5.14 The Governing Council accepts accountability for student academic performance.

#### 1.6 Terms of Office for Governing Council Members

With the intent of ensuring continuity of purpose within the Governing Council, Governing Council members shall hold offices for staggered terms of three (3) years to be determined and elected by the Governing Council.

- 1.6.1 The terms shall begin and expire at the first regular Council meeting of July.
- 1.6.2 Except as provided in Section 16 infra, each Governing Council member will serve until a successor is elected, sworn in, and seated.
- 1.6.3 Each Council member shall be allowed to serve two (2) consecutive full terms of office (appointment to a seat vacated prior to expiration of term and less than three (3) years shall not consist of a full term).
- 1.6.4 After one (1) year absence from being a voting member, a former Council member who had previously served two (2) consecutive terms may re-apply to serve on the Council through the procedures contained in accordance with the Council policies and procedures.
- 1.6.5 The Governing Council may execute its prerogative to extend the term of any member who has completed two (2) consecutive full terms of office and expresses a willingness to further serve by remaining on the Governing Council. The Governing Council will determine the length of the extension.



### **1.7 Leave of Absence**

Under extraordinary circumstances, the Governing Council may, by majority vote of those members present, interrupt a Governing Council member's term, not to exceed a period of nine (9) months, and award a Leave of Absence, after which said Council member will notify the Council of his/her continuance of term or resignation from the Council.

### **1.8 Removal, Resignation or Position Vacancy of Governing Council Members**

- 1.8.1** Any Governing Council member may resign effective upon giving written notice to the Chair of the Governing Council, the Secretary, or the Governing Council as a whole.
  - 1.8.1.1 Unless the notice specifies a later time for the effectiveness of such resignation.
  - 1.8.1.2 Unless specified therein, no acceptance of the resignation is necessary.
- 1.8.2** Governing Council members may be removed, with or without cause.
  - 1.8.2.1 Removal occurs by a vote of two-thirds (2/3) of the members of the Governing Council present at the meeting.
  - 1.8.2.2 Such removal must take place at a regularly scheduled meeting.
- 1.8.3** If a Council member misses four (4) consecutive meetings, regular or special, that position may be declared vacant by a majority vote of the remaining Governing Council members, which will be done on motion by any other member of the Council.
- 1.8.4** If a Council member misses six (6) consecutive meetings, regular or special, the Chair shall declare the position to be vacant in accordance with these policies and the laws of this State.

### **1.9 Governing Council Member Vacancies**

Vacancies on the Governing Council shall exist in the following cases.

- 1.9.1** when a Governing Council member's term of office is completed,
- 1.9.2** upon the death, resignation or removal of any Governing Council member, or
- 1.9.3** whenever the number of authorized Council members is increased for reasons determined by the Governing Council.

### **1.10 Recruitment and Process for Selecting New Governing Council Members**

The Council Recruitment Committee is responsible for implementing the process of identifying the most favorable individuals to meet the needs of the school, encouraging them to become part of the Council and helping them understand their roles and responsibilities.

- 1.10.1** [The recruitment committee shall be responsible for interviewing, vetting, and recommending candidate\(s\) to fill vacancies.](#)
- 1.10.2** [The principal shall serve as an ex-officio, non-voting member of the recruitment committee.](#)
- 1.10.3** The candidate or candidates receiving the most votes of the members present shall be elected to serve the expiring or vacant terms.

- 1.10.4** A vacancy on the Governing Council may be filled by approval of either a majority of the Council members or by a sole remaining Council member.
- 1.10.5** A person elected to fill a vacancy on the Governing Council shall hold office until the end their second three year term, his or her death, resignation, removal from office.
- 1.10.6** The GC can extend an invitation for a GC member to serve beyond their second three-year term.
- 1.10.7** Unless otherwise prohibited by these policies or provisions of law, vacancies on the Governing Council that occur prior to the ordinary expiration of a term may be filled by approval of the Governing Council.
- 1.10.8** No Council position will remain vacant for longer than thirty (30) days, whenever possible.

**1.11 Compensation of GC members**

Council members shall serve without compensation. However, they may be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their authorized duties.

**1.12 Nonliability of Governing Council members**

The Council members shall not be personally liable for the debts, liabilities, or other obligations of the East Mountain High School.

**1.13 Indemnification of Governing Council and Officers**

The Governing Council, to the fullest extent permissible by law, shall indemnify the Council members and officers of the Governing Council under the laws of this State.

**1.14 Insurance for Governing Council Agents**

Except as may be otherwise be provided under provisions of law, the Governing Council may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Governing Council (including a Council member, officer, employee or other agent of the Governing Council.

- 1.14.1** Insurance may be provided against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status.
- 1.14.2** Insurance may be provided whether or not the Governing Council would have the power to indemnify the agent against such liability under these policies or provisions of law.

**1.15 Conflict of Interest ~~ONFLICT-OF-INTEREST~~**

Members of the Governing Council serve a public-interest role and have an obligation to conduct all affairs of the school in a manner consistent with that role.

- 1.15.1** All decisions made by the Governing Council must be made solely on the basis of a desire to promote the best interests of East Mountain High School.

- 1.15.2** Council members shall annually sign a form acknowledging that he or she has read the "Conflict of Interest" statement and has disclosed all known potential or actual conflicts.
- 1.15.3** Conflict of Interest Statement:  
Members of the East Mountain High School Governing Council serve a public-interest role and have an obligation to conduct all affairs of the school in a manner consistent with that role. All decisions made by the Governing Council must be made solely to promote the best interests of East Mountain High School.
- 1.15.4** Governing Council members must disclose any actual or potential conflicts of interest prior to joining the Council, or immediately after the conflict is discovered, should the conflict be discovered after becoming a member.
- 1.15.5** In addition, Council members may not use any confidential information obtained by virtue of their association with East Mountain High School for their own individual or another's private gain.
- 1.15.6** This policy involves a member of the Council or a member of his or her immediate family or close relative (spouse, parent, stepparent, guardian, brother, sister, parent-in-law, brother-in-law, sister-in-law, child, stepchild, grandparent, aunt, uncle, niece, nephew, first cousin and grandchildren) or an organization for which a member of the Council is affiliated, including the East Mountain High School Foundation.
- 1.15.7** At first knowledge of the business, the member must disclose the actual or potential conflict and refrain from taking any action with respect to such business.
- 1.15.7.1 It is further required that disclosures must be made of all relationships and business affiliations that reasonably could give rise to a conflict of interest involving East Mountain High School.
- 1.15.7.1.1 For this purpose, affiliation is understood to exist if any Council member or member of his or her family (as defined above) is: an officer, director, trustee, partner, employee, or agent of such organization; either the actual beneficial owner of more than five percent (5%) of the voting stock or controlling interest of such organization; or has any direct or indirect dealings with such organization from which he or she knowingly benefited (i.e. through receipt of cash or other property, directly or indirectly, in excess of five hundred dollars (\$500.) a year.
- 1.15.7.2 Pursuant to the requirements of 34 CFR 74.42, no Governing Council member, officer, or agent shall participate in the selection, award, or administration of an East Mountain High School contract supported by Federal funds if a real or apparent conflict of interest would be involved.
- 1.15.7.3 A conflict of interest would arise when the Governing Council member, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of

the parties indicated herein, has a financial or other interest in the firm selected for the award.

- 1.15.7.4 The Governing Council members, officers, and agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub agreements.
- 1.15.7.5 However, the Governing Council may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
- 1.15.7.6 The standards of conduct shall provide for disciplinary actions to be applied for violations of these standards by a member of the Governing Council.

#### **1.16 Nepotism Prohibited**

The Council shall not employ or approve the employment in any capacity of a person who is the spouse, father, father-in-law, mother, mother-in-law, son, son-in-law, daughter or daughter-in-law of any Council Member, in accordance with the New Mexico State laws.

#### **1.17 Non-voting, ex-officio members of the Governing Council.** [Taken from the 2010-2015 Renewal Charter.]

- 1.17.1 The East Mountain High School Principal is a non-voting, ex-officio member.
  - 1.17.2 The GC may accept up to two (2) nonvoting, ex-officio parent members.
  - 1.17.3 The GC may accept up to two (2) nonvoting Foundation members.
  - 1.17.4 [The GC may accept up to two \(2\) nonvoting staff members.](#)
  - 1.17.5 [The GC may accept up to two \(2\) nonvoting students chosen by their respective constituencies.](#)
- 1.17.6 Terms of non-voting, ex-officio members of the Governing Council--except the Principal.
- 1.17.6.1 In order to involve the greatest number of students, staff, and parents in the direct operation of the Council, the Governing Council requests that ex-officio members serve only a one-year term and be eligible for re-election only after an interim year or more of non-service.
  - 1.17.6.2 [Exceptions can be made to the policy above by a 2/3 vote of the Governing council.](#)
  - 1.17.6.3 Elections of ex-officio members are to occur before or at the beginning of each school year.
- 1.17.7 **Roles and Responsibilities of non-voting, ex-officio members of the Governing Council.**
- The inclusion of these ex-officio members is to enrich the deliberations of the Council and to create and maintain a collaborative relationship with their respective constituencies.
- 1.17.7.1 [The Principal shall serve as the primary decision maker on all educational issues and will make recommendations to the Council when](#)

appropriate and upon request. Unless otherwise noted, limitations of ex-officio members will exclude the Principal.

- 1.17.7.2 Parent(s) will be elected by the *Student-Parent-Staff Organization* and is/are responsible to liaise between, communicate with, and report to the SPSO, the school's parents in general and to the Council as appropriate.
- 1.17.7.3 Staff representatives are elected by the staff of the school and will act as a go-between for the staff and Council, communicate faculty sentiment and Council opinions and action, and regularly report to both groups as appropriate.
- 1.17.7.4 The EMHS Foundation is dedicated to the support of East Mountain High School through various fundraising efforts. The Foundation selects individuals form its Board of Directors to liaise between the two groups and to report salient information on a regular basis. In turn, an individual Governing Council member volunteers to attend each regular meeting of the Foundation Board of Directors.
- 1.17.7.5 The student representatives are chosen by the students and are responsible to communicate student opinions and events to the Council on a regular basis and provide feedback to the Council upon request.

**1.17.8 Ex-officio, non-voting members access to information.**

Ex-officio members have access to all materials distributed to the voting Council with the exception of those which relate to personnel matters or legally privileged information. The Principal will not be subject to this limitation.

**1.17.9 Ex-officio, non-voting members meeting participation.**

Ex-Officio members represent their particular group with fairness and accuracy, separating when they are speaking on behalf of the group from when expressing as an individual.

- 1.17.9.1 Members participate as contributing Council members in all council meetings, both regular and special as well as designated work sessions.
- 1.17.9.2 Ex-officio members are encouraged to become a member of one of the Council's committees.
- 1.17.9.3 Ex-officio members (except the Principal) *shall not* actively participate in closed sessions as defined in the Open Meetings Act

**1.17.10 Ex-officio, non-voting members expectations.**

Individual ex-officio Council members are expected to conform to all standards applicable to voting members as described in the East Mountain High School Charter, as well as to sign appropriate sections of the East Mountain High School Ex-Officio **Governing Council Code of Ethics**.

- 1.17.10.1 Attend all scheduled Governing Council meetings insofar as possible, and devote the time, thought and study to the duties and responsibilities

of an ex-officio Governing Council member in order to render effective and creditable service;

- 1.17.10.2 Understand that ex-officio members are subject to the rules of the Governing Council attendance as written in the Governing Council Bylaws;
- 1.17.10.3 Work with my fellow Governing Council members in a spirit of openness, harmony and cooperation in spite of differences of opinion that may arise during vigorous debate of points of issue;
- 1.17.10.4 Remember, at all times, that, ex-officio members have no Council standing outside of the meeting of the Council, and, as such, conduct relationships with the school staff, local citizenry, and all communication media on that basis;
- 1.17.10.5 Avoid being placed in a position of conflict of interest and refrain from using the Governing Council position for personal or partisan gain;
- 1.17.10.6 Contribute to, and maintain a professional atmosphere within the school environment by voicing concerns regarding school employees only to the East Mountain High School Principal;
- 1.17.10.7 Welcome and encourage cooperation and participation by citizens of the community for better understanding of their needs and improvement of relations with the public served;
- 1.17.10.8 Welcome and encourage cooperation and participation by teachers, administrators and other personnel in developing policies that affect their welfare and that of the students served;
- 1.17.10.9 Avoid speaking on behalf of the Governing Council except at those times authorized by the Governing Council by official action;
- 1.17.10.10 Stay informed about current educational issues through individual study and participation in voluntary and mandatory training programs;
- 1.17.10.11 Make sure the school has financial support, within the capabilities of the community and the state, to support its mission and goals;
- 1.17.10.12 Listen to members of the school community, referring all concerns to the proper authorities, and discussing such concerns only at an authorized Governing Council meeting if an administrative resolution fails;
- 1.17.10.13 Speak on behalf of the group represented, clearly distinguishing the group's interest from personal ideas and opinions, and;
- 1.17.10.14 Understand that ex-officio members do not attend closed Governing Council sessions.

**1.17.11 Replacement of Ex-Officio Members (except the Principal)**

In a case of malfeasance, non-attendance, breach of ethics, or resignation of an ex-officio member, the Council, with recommendations from the appropriate constituencies, may choose to request that the representative group appoint another representative to complete the term of the disengaged ex-officio member.

## 1.18 Governing Council Meetings

The East Mountain High School Governing Council will meet at least once each month to hear reports, consider and adopt policies, act on committee recommendations, allow for public input, and engage in public discourse about matters of the school.

### 1.18.1 Location of Regular of Meetings

Meetings shall be held at East Mountain High School unless otherwise provided by the Governing Council or at such other place as may be designated from time-to-time by resolution of the Governing Council of East Mountain High School.

### 1.18.2 Agenda for Regular Meeting

1.18.2.1 The East Mountain High School Governing Council Chair and the Principal set the Governing Council meeting agenda.

1.18.2.2 Every East Mountain High School Governing Council agenda shall contain a list of specific items of business to be discussed or transacted at the meeting.

1.18.2.3 Except for emergency matters, the East Mountain High School Governing Council shall take action only on items appearing on the agenda.

1.18.2.3.1 The Governing Council may discuss, but cannot take action on, items that do not appear on the agenda.

1.18.2.3.2 Action on items outside the agenda must be taken at a subsequent special or regular meeting.

1.18.2.4 The Governing Council must provide an agenda for an emergency meeting, but it needs to be available at least 24 hours before the meeting. If an emergency matter arises too late to appear on a meeting's agenda, the Governing Council may take action on, as well as discuss the matter.

1.18.2.5 No later than one week before a regular meeting, the Council secretary shall send a "call for agenda items" to the Administration and Governing Council members. Once assembled, the secretary forwards the assembled agenda to the Council Chair and Principal for final approval.

1.18.2.6 No later than two working days before the regular meeting, the approved agenda is sent to the school office for posting.

1.18.2.6.1 The current agenda is also distributed to the East Mountain High School E-mail Distribution List and published on the East Mountain High School Webpage.

1.18.2.6.2 For a Regular or Special Meeting, the agenda will be sent to the East Mountain High School E-Mail Distribution List no later than the end of the workday ~~three~~ two business days in advance of the meeting;

1.18.2.6.3 The agenda will also be posted in the school office, available to the public at least ~~three~~ two business days prior to the meeting.

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1.18.2.7 In the case of an Emergency Meeting, all attempts will be made to provide that the agenda is sent to the East Mountain High School E-mail Distribution List no later than twenty-four hours in advance of the meeting and posted in the School Office and the Entry Door to Building 1, available to the public at least twenty-four hours prior to the meeting.

### **1.18.3 The Council Meeting Packet.**

1.18.3.1 The Governing Council will provide a Council Packet of preparatory materials for each of its regular meetings.

1.18.3.2 The Governing Council Chair, the Governing Council Secretary, and the Principal ([or their delegate](#)) will assemble the Governing Council Packet collaboratively. The Council Packet will contain:

1.18.3.2.1 the meeting agenda;

1.18.3.2.2 the minutes of the previous meeting;

1.18.3.2.3 written administrative reports;

1.18.3.2.4 Council committee reports;

1.18.3.2.5 supportive and explanatory documents for agenda business items to be discussed and/or acted upon, particularly proposals by Governing Council committees, and

1.18.3.2.6 any other material(s) deemed necessary for the quality operation of the Council. The Governing Council Packet will be made available to the Governing Council in the School Office at least two business days before each regular meeting. Governing Council members may either pick up their Packet or choose to have it mailed to their home address.

**Commented [GH5]:** Where are the minutes from each meeting and who takes them?

**Commented [GH6]:** Where are these? Is this a better method to communicate what we are doing instead of reporting it real time? Maybe make a shorter meeting?

### **1.18.4 Public Comment During Regular Meetings**

1.18.4.1 Time will be allowed for citizens to speak on their concerns at the regular East Mountain High School Governing Council meetings.

1.18.4.2 An individual may speak on any item that appears on the adopted agenda by signing a "Sign in Sheet" at the beginning of the East Mountain High School Governing Council meeting and subsequently being recognized by the Chair of the Governing Council.

1.18.4.3 Governing Council members are not to engage in conversation with or debate community concerns unless so authorized by the Chair.

1.18.4.4 All presentations by the public to the Governing Council should be given during the Public Comments section of the agenda, and those individuals should limit their remarks to three (3) minutes.

1.18.4.5 The Chair may modify these procedures when deemed appropriate.

### **1.18.5 [New Mexico Open Meetings Act.](#)**

[Governing Council meetings will reflect the requirements of the New Mexico Open Meetings Act.](#)



- 1.18.5.1 Regular meetings of the Governing Council members shall be held in accordance with the annually adopted New Mexico Open Meetings Act Resolution.
- 1.18.5.2 Public or other notice of such meetings shall be timely and in accordance with that resolution, these Bylaws and the New Mexico Open Meetings Act.
- 1.18.5.3 The Council may recess any Open Meeting and reconvene, if prior to recessing the Council specifies for the minutes the date, time, and place for the continuation of the meeting, the reason for the recess, and immediately prior to recessing, posts notice of the date, time, place and agenda of the reconvened meeting on or near the door of the place where the meeting was held, or in accordance with the New Mexico Open Meetings Act Resolution.
- 1.18.5.4 Resolution to be voted on each July below:

**Governing Council  
East Mountain High School  
EMHS Resolution 20\_\_-20\_\_**

WHEREAS, the East Mountain High School Governing Council is a public body established to form policy and provide oversight of the operations of East Mountain High School; and WHEREAS, the East Mountain High School Governing Council met in regular session at East Mountain High School on July \_\_\_\_, 20\_\_ at 6p.m. as required by law; and WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 4) states that , except as otherwise provided in the Constitution or the provisions in the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Governing Council of East Mountain High School to determine annually what constitutes reasonable notice of its public meetings;

NOW THEREFORE, BE, IT RESOLVED, by the East Mountain High School Governing Council that:

- 1) All Governing Council meetings during the 202\_\_-202\_\_ school year shall be held at East Mountain High School at 6:00p.m. or as indicated otherwise in the meeting notice. All meeting notification requirements if notice of the date, time, place and agenda are posted in the East Mountain High School Administrative Office and e-mailed to the East Mountain High School E-Mail Distribution List. Copies of the written notice shall be made available to newspapers of general circulation that have made a written request for notice of public meetings.
- 2) Regular meetings shall be held on the fourth Monday unless otherwise specified. The agenda will be available at least three business days prior to the meeting from the East Mountain High School Administrative Office located in Building 1 of the campus in Sandia Park, New Mexico. This agenda shall be disseminated to those on the East Mountain High School E-Mail Distribution List and shall be displayed in the Administrative Office.

- 3) A special meeting may be called by the Chair of the Governing Council or a majority of the members upon three days' notice. The agenda shall be available to the public at least twenty-four hours before any special meeting. This agenda shall be disseminated to those on the East Mountain High School E-Mail Distribution List and shall also be displayed in the Administrative Office.
- 4) An emergency meeting will be called only for unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The East Mountain High School Governing Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair or a majority of the members upon twenty-four hours, notice, unless threat of personal injury or property damage requires less notice. An agenda for the emergency meeting will be posted in the school's Administrative Office and disseminated to those on the East Mountain High School E-Mail Distribution List.
- 5) In addition to the information specified above, all notices shall include the following language: *"If you are an individual with a disability who is in need of a reader, amplifier, or qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Assistant Principal of East Mountain High School at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be located on the school's website at <http://www.eastmountainhigh.net/index.aspx>. Please contact the Secretary of the Governing Council at East Mountain High School if a summary or other type of accessible format is needed."*
- 6) The East Mountain High School Governing Council may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
  - a) If any meeting is closed during an open meeting, such closure shall be approved by a majority roll-call vote of a quorum of the East Mountain High School Governing Council taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
  - b) If a closed meeting is conducted when the East Mountain High School Governing Council is not in an open meeting. The closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
  - c) Following the completion of any closed meeting, the minutes of the meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
  - d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the East Mountain High School Governing Council in an open public meeting.
- 7) A member of the Governing Council may participate in a meeting of the Council by means of a conference telephone call or other similar communications equipment when it is difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.

- 8) Once transcribed and approved, all minutes produced as a result of open meetings will be available to the public on the school's website <http://www.eastmountainhigh.net/index.aspx> and in accordance with the Open Meetings Act.
- 9) This resolution will become effective on the \_\_\_<sup>nd</sup> day of July, 20\_\_.

PASSED, APPROVED, AND ADOPTED BY THE EAST MOUNTAIN HIGH SCHOOL GOVERNING Council on this 22<sup>nd</sup> day of July, 2019.

// Signed//

//Signed//

EMHS Governing Council Chair

EMHS Governing Council Secretary

#### **1.19 Closed Meetings**

Closed meetings of the Governing Council are limited to those subject matters allowed to be closed to the public under the New Mexico Open Meetings Act, NMSA 1978 § 10-151.

- 1.19.1** A closed meeting may be called during an Open Meeting or when the Council is not meeting, according to the provisions of law.
- 1.19.2** Any Council member may attend a meeting via teleconference if unable to attend in person.
- 1.19.3** No business other than the business on the published agenda for a closed meeting may be covered in a closed meeting of the Governing Council, and no action shall be taken.
- 1.19.4** At the next Open Meeting immediately following the closed meeting, the Council shall state on the record that a closed meeting was held, the date, time and place, and that nothing other than the published matter or matters were discussed.
- 1.19.5** A reconvened meeting shall constitute the next Open Meeting for purposes of this requirement. This shall be done in accordance with NMSA 1978 § 10-15-1(I).

#### **1.20 Special Meetings**

Special meetings of the Governing Council may be called by the Chair of the Governing Council, the Vice-Chair/Chair-Elect, or by any two (2) Council members together.

- 1.20.1** Such meetings shall be held at the principal office of East Mountain High School or, if different, at the place designated by the person or persons calling the special meeting.
- 1.20.2** All special meetings shall be noticed and held in accordance with the New Mexico Open Meetings Act and the Open Meetings Act Resolution.
- 1.20.3** Any Council member may attend a meeting via teleconference if unable to attend in person.
- 1.20.4** The Governing Council may, in its discretion, adopt a course of action that some meetings will be working and/or training sessions at which no action shall be taken.
- 1.20.4.1** These meetings shall be open to the public and announced in the local media pursuant to the New Mexico Open Meetings Act Resolution.

1.20.4.2 At these meetings, the Governing Council may also approve the minutes from a previous meeting in order to expedite timely public notification.

### 1.21 Meeting of Council Organization

The organizational meeting for each term shall be at the first regular meeting in July. At that meeting, all Council members will be seated, and the officers shall be elected. It is recommended that the Governing Council include the following items on the agenda of its annual Organizational Meeting:

- 1.21.1 Council Evaluation. Evaluation of last year's Governing Council operation – The Council will conduct an East Mountain High School annual review of the Governing Council goals and assess the effectiveness of the ongoing Council operation, either at this organizational meeting or at the final meeting of the previous school year.
- 1.21.2 Council Seating. Seating of the Governing Council members for the upcoming year – The Chair will seat all Council members -who will sign the Governing Council Code of Conduct and the Governing Council Conflict of Interest.
- 1.21.3 Determination of Council Terms. The Governing Council will designate new member terms to assure, to the extent reasonable feasible, that at least a majority of members will carry over from one year to the next.
- 1.21.4 Officer Election. Election of the chair, statement of the chair's declaration of target length of service, election of vice-chair/chair elect, and election of secretary.
- 1.21.5 Meeting Date and Time. Determination of the monthly regular meeting date(s) for the upcoming year.
- 1.21.6 In compliance with the stipulations of the New Mexico Open Meetings Act, the Council Secretary will prepare the annual resolution certifying the information above for Council approval at the first regular meeting following the Organizational Meeting.
- 1.21.7 Retiree Recognition. At the Direction of the Council development Committee, the Council members retiring during the past Council year will be recognized for their service via a plaque and Council resolution.

**Commented [m7]:** This is not currently being done. We should discuss the value of doing this type of evaluation and, consider deleting it if it doesn't serve a purpose.

### 1.22 Notice of Meetings to Council Members

Unless otherwise provided by these Bylaws, or the laws of this State, the following provisions shall govern the giving of notice for meetings of the Governing Council to Council Members:

- 1.22.1 Regular Meetings.
  - 1.22.1.1 If the regular meeting of the Governing Council is determined by the Governing Council to be held consistently, no notice to Council members need be given.
  - 1.22.1.2 However, if regular meetings are held only at the discretion of the Governing Council, then at least one-week prior notice shall be given by the Chair or the Secretary or an individual so authorized by the Chair to give such notice.

**1.22.2 Special Meetings.**

- 1.22.2.1 The Chair or the Secretary of the Governing Council shall give at least one-week prior notice to each Council member of each special meeting of the Governing Council, unless the meeting is called on an emergency basis consistent with the New Mexico Open Meetings Act and the Open Meetings Act Resolution.
- 1.22.2.2 Such notice may be oral, written, or electronic, may be given personally, by first class mail, by telephone, by e-mail, or by facsimile, and shall state the place, date and time of the meeting and the matters on the agenda for action or discussion at the meeting.
- 1.22.2.3 In the case of facsimile or e-mail notification, the Council member contacted shall acknowledge personal receipt of the facsimile or e-mail notice by a return message or telephone call within twenty-four (24) hours of the initial facsimile or e-mail transmission.

**1.22.3 Closed Meetings.**

The Chair or the Secretary of the Governing Council shall give at least one-week prior notice to each Council member of each closed meeting of the Governing Council in the same manner as for special meeting's in subsection above.

**1.22.4 Waiver of Notice.**

- 1.22.4.1 Whenever any notice of a meeting is required to be given to any Council member of this Governing Council under provisions of these Bylaws or the law of this State, a waiver of notice in writing signed by the Council member, whether before or after the time of the meeting, shall be equivalent to the giving of such notice.
- 1.22.4.2 Attendance at the meeting, recorded in the official minutes, shall be deemed to be a valid waiver by a member who was not noticed pursuant to these provisions.

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**1.23 Quorum for Meetings**

- 1.23.1 A quorum is defined as a majority of voting Governing Council members and a majority vote will constitute the action by the Governing Council. ~~-[Taken from the 2010-2015 Renewal Charter.]~~
- 1.23.2 Except as otherwise provided under these Policies, or provisions of law, discussion may occur, but no decisions will be made by the Governing Council at any meeting at which the required quorum is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn.
- 1.23.3 Any Council member may attend a meeting via teleconference if unable to attend in person.
  - 1.23.3.1 The physical setup must be in accordance with the conditions of the New Mexico Open Meetings Act.
  - 1.23.3.2 The member participating via teleconference will also be considered as present when deciding a quorum.

#### 1.24 Conduct of Meetings

Meetings of the Governing Council shall be presided over by the Chair of the Governing Council.

- 1.24.1 Or, if no such person has been so designated, or, in his or her absence, by the Vice-Chair/Chair-Elect if in attendance, or by a Chair pro tem chosen by a majority of the Council members present at the meeting.
- 1.24.2 The Secretary of the Governing Council shall act as secretary of all meetings of the Governing Council, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the Meeting.
- 1.24.3 Robert's Rules of Order Revised shall govern the Governing Council meetings, except when other regulations prevail. When appropriate, the Chair may use discretion in the adherence to any procedural rule.

Commented [GH9]: Who is our secretary?

#### 1.25 Majority Action as Governing Council Action

Every act done or decision made by a majority of the Council members present at a meeting duly held at which a quorum is present shall be construed as an act of the entire Governing Council, unless these policies require a greater percentage or different voting rules for approval of a matter by the Governing Council.

#### 1.26 One-Voice Principle

The GC subscribes to the "one voice" best-practiced described by John Carver in the [Policy Governance model](#).

- 1.26.1 [As such, the Governance Council can act only as a plurality where quorum exists.](#)
- 1.26.2 [By definition, then, there is no such thing as an individual governing council member.](#)
- 1.26.3 [When operating outside of quorum, all GC members serve as volunteers without GC authority except as explicitly delegated to them by the entire GC.](#)
- 1.26.4 [When in the minority of a GC decision, it is expected that you will be publicly and privately in support of the majority following a decision.](#)

#### 1.27 Governing Council Use of Committees

- 1.27.1 The GC uses various committees to assist in accomplishing the work of governance.
- 1.27.2 The Governing Council may choose to adopt rules and regulations pertaining to the meetings of its committees to the extent that such rules and regulations are not inconsistent with the provisions of these Policies.
- 1.27.3 If any committee meeting has a quorum of Governing Council members in attendance, it must follow the procedures outlined for an open Governing Council meeting.
- 1.27.4 In addition to standing committees that accommodate policies, procedures and budget oversight, the East Mountain High School Governing Council shall create such committees that are necessary for the operation of the school and for the principal work of the Council, including the support necessary for the realization

of the East Mountain High School Charter and the East Mountain High School Vision, Mission and Stakeholder Goals.

- 1.27.5** Committees may be modified, added or deleted when determined necessary by resolution of the Council.
- 1.27.6** Each Governing Council committee shall be chaired by a member of the Governing Council appointed by the Council Chair, and shall include at least one other Council member as a committee member, when possible.
- 1.27.7** Additional committee members shall be appointed by the respective committee chair, and, where appropriate, shall be representative of the school community – staff, parents, and community members. When appropriate, some committees may also include students.
- 1.27.8** Council committees are non-decision making but have the power as they fulfill their responsibility to recommend to the full Governing Council.
- 1.27.9** The Council Chair may from time-to-time appoint any other committees he/she deems necessary.
- 1.27.9.1 These committees will consist of persons designated by the Governing Council Chair and shall act in an advisory capacity to the Governing Council.
- 1.27.9.2 Ad hoc committees may be established either to make recommendations to the Governing Council, to evaluate the advantages and disadvantages of optional actions, or for any other support function to assist the Council.
- 1.27.9.3 Examples include a Principal Search Committee, a Council Recruitment Task-Force, a Conflict Resolution Committee, or a committee to suggest alternative actions for consideration by the Council.
- 1.27.9.4 Because of its importance, the GC has provided specific policies regarding Principle Search Committee below:
- 1.27.9.4.1 East Mountain High School shall select and hire the best possible Principal to lead the school to achieve its Vision, Mission, and Goals.
- 1.27.9.4.2 Council assigns several of its members to staff an ad hoc search committee.
- 1.27.9.4.3 [The search committee will be chaired by a GC member.](#)
- 1.27.9.4.4 The appointed Council members meet in preliminary sessions to outline the search process, including the **the** scope of the search, funds required, a tentative timeline for the key decision points, a method of interviews and decision making and selection criteria.
- 1.27.9.4.5 The full committee membership is solicited, and should include a minimum of two of each of the following school stakeholders: students, teachers, administration/staff, parents and community
- 1.27.9.4.6 Operating principles of Principal Search Committee:

**Commented [m10]:** Delete the extra "the"

- 1.27.9.4.6.1 There will be an equal opportunity for participation by all stakeholder groups and all individuals within those groups.
- 1.27.9.4.6.2 The selection process will focus on a definition of desired characteristics for the new principal.
- 1.27.9.4.6.3 These characteristics will be linked to the Vision, Mission, and Charter.
- 1.27.9.4.7 The Committee reviews the search process outline, then proceeds to design and post notices of vacancy as defined in the scope of the search.
- 1.27.9.4.8 During this time, members meet with their constituencies to establish the content and format of the interviews.
- 1.27.9.4.9 All stakeholder groups have the opportunity to interview candidates and provide ranking to Council.
- 1.27.9.4.10 After all applications are received, those candidates meeting the minimum selection criteria are scheduled for interviews.
- 1.27.9.4.11 After initial interviews have been completed, the Principal Search Committee members consult with their constituents and determine their top candidates.
- 1.27.9.4.12 The committee then meets to select its overall top candidates and invites them to return for a presentation to Council and second interview.
- 1.27.9.4.13 All of the process except the final decision is held in sessions open to the public.
- 1.27.9.4.14 The final decisions about who is selected, the salary to be offered and any subsequent negotiations are made by Council in closed session.

**1.27.10** The general purpose of each of the Council committees shall be stated in the charter of each committee.

**1.27.11** Annual committee goals are set annually and committee accomplishments are evaluated in the form of a written report at the regular June Governing Council meeting.

**1.27.12 Committee Chair Responsibilities**

- 1.27.12.1 Attend all meetings
- 1.27.12.2 Call and reside over meetings of the committee.
- 1.27.12.3 Set the agenda for the committee meetings.
- 1.27.12.4 Record the decisions and recommendations made by the committee.
- 1.27.12.5 Report the committee's activities and recommendations to the full Council.
- 1.27.12.6 Invite the Principal, as appropriate, and Council Chair to attend committee meetings.



- 1.27.12.7 Work with the Principal and Council Chair to decide who should serve on the committee.
- 1.27.12.8 Delegate responsibilities to other committee members and encourage their full participation.
- 1.27.12.9 Evaluate the work of the committee with other committee members, the Council Chair, and the Principal.
- 1.27.12.10 Ensure the committee has a written committee charter, which details the scope of work, composition of the committee (number of people and skills and qualifications desired), constituencies to be represented, and skills and qualifications desired and committee ground rules.
- 1.27.12.11 Ensure that clear, tangible goals are set for the committee and approved by the Council.
- 1.27.12.12 Council committees of the East Mountain High School Governing Council have a variety of means to and/or seek input from the Governing Council, among which are
  - 1.27.12.12.1 Committee agendas and minutes distributed to the Governing Council;
  - 1.27.12.12.2 Discussion/action items at regular Governing Council meetings; and/or
  - 1.27.12.12.3 A special Council meeting.
- 1.27.12.13 As a courtesy to Governing Council members and as a method of keeping the Governing Council continuously informed, it is desired that each Council committee will communicate the agenda and minutes of each of its meetings using email.
- 1.27.12.14 Committees are expected to use regular Governing Council meetings to either seek Council input by means of Governing Council discussion or to submit recommendations (motion) for the Governing Council to act upon from time to time.
- 1.27.12.15 On occasion, the Council committee may request that the Governing Council convene a special session to thoroughly explore a specific topic.
- 1.27.12.16 The Assembly of past governing council Members may be convened by the Council Chair or designee for general or specific matters associated with East Mountain High School.

**1.27.13** Standing committees (may include but are not limited to) the following:

- 1.27.13.1 Executive Committee/Policy Committee
  - 1.27.13.1.1 Consists of Chair, Vice-Chair/Chair Elect, and Secretary
  - 1.27.13.1.2 Manages the policy revision described above
- 1.27.13.2 Finance and Audit Committee
- 1.27.13.3 Governing Council Members Recruitment Committee
- 1.27.13.4 Principal Evaluation Committee
- 1.27.13.5 Facilities Committee
- 1.27.13.6 Foundation Liaison Committee

**Commented [GH11]:** Do we have representation of all of these?

**Commented [m12]:** I don't believe this should be a standing committee. Once the principal evaluation method is established, the entire GC evaluates the Principal.

**1.28 Designation of Officers**

The officers of the Governing Council shall be a Chair, Vice-Chair/Chair Elect, and a Secretary.

**1.28.1** The Governing Council may also have assistant secretaries and such other officers as the Governing Council may determine from time to time.

**1.28.2** All members of the Governing Council are encouraged to assume the role of an officer during their tenure on the Council.

**Commented [GH13]:** This could be a person that takes minutes?

**1.29 Qualification of Officers**

Any Member of the Governing Council may serve as an officer of this Governing Council, at the discretion of the Governing Council, with all rights and responsibilities afforded those offices.

**1.30 Election of Officers and Terms**

Officers shall be elected by the Governing Council to a term specified for a given opening, at any time. Each officer shall hold office until the end of the term of that office, his or her successor is elected and qualified, or until s/he resigns, is removed or is otherwise disqualified to serve, whichever occurs first.

**1.31 Removal and Resignation of Officers**

**1.31.1** The Governing Council may remove any officer from office at any time, with or without cause, by a vote of two-thirds (2/3) of the members of the Governing Council present at the meeting.

**1.31.2** Any officer may resign from office at any time by giving written notice to the Governing Council or to the Chair or Secretary of the Governing Council.

**1.31.2.1** Any such resignation shall take effect on the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein.

**1.31.2.2** Council acceptance of such resignation shall not be necessary to make it effective.

**1.31.2.3** The above provisions of this Section shall be superseded by any conflicting terms of a contract that has been approved or ratified by the Governing Council relating to the employment of any officer of the Governing Council.

**1.32 Officer Vacancies**

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise (except by expiration of term) of any officer shall be filled by majority vote of the Governing Council.

**1.32.1** Vacancy may be filled temporarily by appointment by the Chair until such time as the Governing Council shall fill the vacancy.

**1.32.2** Vacancies occurring in offices appointed at the discretion of the Governing Council may or may not be filled, as the Governing Council shall determine.

**1.32.3** To the extent reasonably feasible, no office shall remain vacant for longer than thirty (30) days.

**1.33 Continuity of Governing Council Leadership.**

To encourage continuity of Governing Council leadership, when the conclusion of the term of the Immediate Past-Chair of the Governing Council coincides with the completion of his/her term of membership, the Immediate Past-Chair may exercise a prerogative to serve on the Governing Council as a non-voting, ex-officio member for one additional year.

**1.34 Duties of Chair of the Governing Council**

**1.34.1** The chair is the senior volunteer leader of East Mountain High School who presides at all meetings of the Governing Council and other meetings as required.

**1.34.2** Term is for one year, renewable for three years or more at the Council's discretion.

**1.34.3** Ideally, no parent of a current EMHS student shall serve as Governing Council Chair in order to avoid the appearance of a conflict of interest, and due to the nature of the relationship of the Principal with the Governing Council Chair necessitated by their individual and joint leadership roles. This policy can be excepted at the discretion of the GC and as long as the chair recuses himself/herself of any votes that would directly benefit or impact their child.

**1.34.4** The chair is an ex-officio member of all committees of the Council.

**1.34.5** The Council Chair oversees implementation of corporate and local policies and ensures that appropriate administrative systems are established and maintained.

**1.34.6** Works with the Principal, Council officers, and committee chairs to develop the agendas for Governing Council meetings, and presides at these meetings.

**1.34.7** Chairs all meetings of the Governing Council, facilitates discussions and rules on questions of procedure. [Approved August 23, 2010]

**1.34.8** Must vote to break tie votes, and may vote on any issue, including to cause a tie, as might any other member in good standing. [Approved August 23, 2010]

**1.34.9** Must remain neutral on matters in debate until voting. May, however, participate in debate and move Governing Council action, as any other member in good standing, by appointing a Chair pro-tem for the period of the debate and thereby vacating the Chair. [Approved August 23, 2010]

**1.34.10** Collaborates with the Council to set annual Governing Council Goals

**1.34.11** Assigns volunteers to key leadership positions

**1.34.12** Appoints chairs of Council committees.

**1.34.13** Supports annual fund-raising efforts and sets an example for other Council members.

**1.34.14** Works with the Governing Council and paid and volunteer leadership, in accordance with these policies, to establish and maintain systems for:

1.34.14.1 Planning the school's human and financial resources and setting priorities for future development.

**Commented [m14]:** I suggest deleting this altogether. Any GC member, not just the Chair should recuse themselves when a vote on an issue directly benefits or impacts their child. This is best covered in the conflict of interest portion and should pertain to all GC members.

- 1.34.14.2 Reviewing operational effectiveness and setting priorities for future development.
- 1.34.14.3 Controlling fiscal affairs.
- 1.34.14.4 Acquiring, maintaining, and disposing of property.
- 1.34.14.5 Maintaining a public relations program to ensure community involvement.
- 1.34.14.6 Ensuring the ethical standard.
- 1.34.15** Communicates on a regular basis with the Principal [\[Approved July 12, 2010\]](#) [without implying to speak on behalf of the Governing Council unless given formal authority to do so by the council.](#)
- 1.34.16** Conveys to the Governing Council, when necessary, appropriate matters communicated directly and privately by the Principal, either prior to or at a subsequent Governing Council meeting. [Approved July 12, 2010]
- 1.34.17** Qualifications:
  - 1.34.17.1 **One year of previous Governing Council Service**
  - 1.34.17.2 A dedication to East Mountain High School and its values
  - 1.34.17.3 A commitment to realizing the East Mountain High School Charter and the East Mountain High School Vision, Mission and Stakeholder Goals.
  - 1.34.17.4 Ability to understand concepts and articulate ideas
  - 1.34.17.5 Excellent facilitator
- 1.35 Duties of Vice-Chair/Chair-Elect**
  - 1.35.1** Preside in the Chair's absence
  - 1.35.2** May serve as a member of any standing committees
  - 1.35.3** Length of term: One year, renewable for three consecutive terms [or more at the Council's discretion.](#)
  - 1.35.4** NOTE: At its annual Organizational Meeting, the Governing Council may vote to exercise its option to establish the position of Chair-Elect, in lieu of the position of Vice-Chair.
    - 1.35.4.1 The position of Chair-Elect is established when the duly elected Chair declares his/her unwillingness to serve more than a subsequent one-year term.
    - 1.35.4.2 Upon Council approval, the Chair shall proclaim that the position of Chair-Elect supersedes that of Vice-Chair, the Council shall elect one of its members as Chair-Elect, who shall automatically move to the office of Chair one (1) year later, upon the resignation or retirement of the current Chair.
    - 1.35.4.3 Key Responsibilities:
      - 1.35.4.3.1 Presides at meetings of Governing Council at the request of the Chair or in his/her absence
      - 1.35.4.3.2 Works closely with the Chair to acquire the skills, competencies, and knowledge of EMHS objectives, activities, procedures, and services,

Commented [GH15]: I did not meet this requirement.

- 1.35.4.3.3 In case of the disability of the Chair, temporarily exercises all the powers and perform all the duties of the Chair,
- 1.35.4.3.4 Performs such liaison duties as the Governing Council or the Chair may determine.
- 1.35.4.3.5 In case of resignation or death of the Chair, succeeds to the office of the Chair for the remainder of that term of office as well as for his/her subsequent term of office as Chair,
- 1.35.4.3.6 Generally exercises such other powers and duties as may be prescribed by the Chair and or the Governing Council.

### 1.36 Duties of Secretary

The secretary is the designated member of the East Mountain High School Governing Council who ensures that, via minutes, all business of the Council is accurately recorded, maintained, and disseminated in a timely manner.

- 1.36.1 Length of Term: One year; renewable for three consecutive years or more at the council's discretion.
- 1.36.2 Facilitate preparation of agendas, when appropriate, with cooperation and under the direction of the Chair.
- 1.36.3 Certify and keep at the principal office of the school the original or a copy of the Policies as amended or otherwise altered to date.
- 1.36.4 Keep at the principal office of the school or at such a place as the Council may determine a book of minutes of all meetings of the Council.
  - 1.36.4.1 Minutes shall record time and place of meeting, whether regular or special, how called, how notice was given, the names of those present or represented at the meeting and the proceedings thereof.
- 1.36.5 Ensure that all notices are duly given in accordance with the provisions of the Policies.
- 1.36.6 In general, ensure all duties incident to the office of the secretary and such other duties as may be required by law, or by the Policies, or which may be assigned to him or her from time to time by the Governing Council. Including
  - 1.36.6.1 Certify and keep at the principal office of the Governing Council the original, or a copy, of the East Mountain High School Governing Council Bylaws as amended or otherwise altered to date;
  - 1.36.6.2 Provide the school Principal the approved minutes and non-confidential Council Packet contents of each Council meeting in the Council Book of Minutes. The Principal will be responsible for filing and maintaining the approved official minutes of all meetings and file same in the principal office of the Governing Council or at such other place as the Governing Council may determine;
  - 1.36.6.3 Ensure the recording of the proceedings of the Governing Council in abbreviated "action" minutes as opposed to "narrative" minutes. The essentials of the action minutes are as follows:
    - 1.36.6.3.1 the kind of meeting, regular, special, or emergency or adjourned regular, adjourned special, or adjourned emergency;

Commented [GH16]: I don't think we do this?

- 1.36.6.3.2 the name of the organization, i.e., Governing Council;
- 1.36.6.3.3 the date of meeting and place;
- 1.36.6.3.4 the fact of presence or absence of Council members, both official and ex-officio;
- 1.36.6.3.5 whether the agenda of this meeting was approved;
- 1.36.6.3.6 whether the minutes of the previous meeting approved, or their reading dispensed with;
- 1.36.6.3.7 all the main motions, who made the motion, the vote of each council member, and whether approved or defeated; and
- 1.36.6.3.8 the time of meeting and adjournment.
- 1.36.6.4 Within ten (10) working days of the meeting, [ensure availability](#) for public inspection a draft copy of the minutes and clearly indicate on the draft that they are not the official minutes and are subject to approval by the Governing Council at its next meeting at which there is a quorum.
- 1.36.6.5 [Ensure](#) dissemination the approved official minutes of each Governing Council meeting to the east Mountain High School E-mail Distribution List and posting the minutes on the East Mountain High school Webpage within ten (10) working days of the meeting at which the minutes were approved. Official minutes are open to public inspection and subject to public inspection under the Inspection of Public Records Act, NMSA 11978, Sections 14-2-1 to -12.

### **1.37 Execution of Instruments, Deposits and Receipt of Gifts**

#### **1.37.1 Execution of Instruments**

- 1.37.1.1 The Governing Council, except as otherwise provided in these Policies, may by resolution authorize any officer or agent of the Governing Council to enter into any contract or execute and deliver any instrument in the name of and on behalf of East Mountain High School, and such authority may be general or confined to specific instances.
- 1.37.1.2 Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the Governing Council to any contract, or to render it liable monetarily for any purpose or in any amount.

#### **1.37.2 Deposits**

All funds of East Mountain High School shall be deposited from time to time to the credit of East Mountain High School in such banks, trust companies, or other depositories as the Principal may select.

#### **1.37.3 Gifts**

The Governing Council may accept on behalf of East Mountain High School any contribution, gift, bequest, or device for the nonprofit purposes of East Mountain High School subject to the provisions of Policy K-004 Gifts and Donations.

### **1.38 Maintenance of Records**

The Governing Council shall keep at its principal office:

- 1.38.1** Minutes of all meetings of Governing Council members and committees of the Governing Council, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof;
- 1.38.2** Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;
- 1.38.3** A copy of the East Mountain High School Charter, Bylaws as amended to-date, and Governing Council policies, which shall be open to inspection at all reasonable times during office hours or by appointment.

**1.39 Council Member's Inspection Rights**

Every Council member shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of East Mountain High School.

**1.40 Right to Copy and Make Extracts**

Any inspection under the provisions of this Article may be made in person or by agent or attorney, and the right to inspection shall include the right to copy and make extracts.

**1.41 Periodic Report**

The Governing Council shall cause any annual or periodic report required under law to be prepared and delivered to an office of this state to be so prepared and delivered within the time limits set by law.

## SECTION 2: Outcomes Policies

The purpose of the policies in this section are to define the Governing Council's definition of success at East Mountain High School. While the Governing Council is ultimately accountable to its community to accomplish the mission and purpose of East Mountain High School, the GC has chosen to delegate its authority to an Executive/Principal to achieve success as defined below. This section defines the values and guiding principles we expect the executive, faculty and staff to honor as a way of signifying the achievement of East Mountain High School's purpose and mission. (The policies below are taken from the EMHS Strategic Plan, approved in 2018.)

### **2.0 Our Mission**

As a small regional school, East Mountain High School uses best practices to engage students in curricular programs, involve students in the community, and prepare students for success after graduation, including college and career.

#### **2.1 Guiding Principles (Taken from EMHS Strategic Plan, 2018)**

- 2.1.1** College and Career Preparation East Mountain High School develops curricular and co-curricular opportunities to support each individual student's college and career path.
- 2.1.2** Individual Talents and Relationships East Mountain High School values the relationships developed between students and teachers. EMHS fosters an environment where individual teachers' talents and contributions are integral to school culture.
- 2.1.3** Holistic Education East Mountain High School believes in educating the whole student. Character education and lifelong learning represent a core focus of the EMHS experience.
- 2.1.4** Service East Mountain High School employs service learning as a strategy to integrate meaningful community service with its instruction to complement academic growth, teach civic responsibility, and strengthen our community.

#### **2.2 Teaching Excellence (Taken from EMHS Strategic Plan, 2018)**

- 2.2.1** Develop excellence in teaching, leading to growth in student learning.
  - 2.2.1.1** East Mountain High School's goal is that each student achieves at least one year's growth in student learning each year at EMHS, or more, if



more is required for a given student to graduate ready for success in college. This is well above current New Mexico expectations.

**2.2.2** Professional Development: EMHS PD involves individuals and departments working together closely and collaboratively, reviewing existing data, and promoting maximum growth and development of each teacher, leading to optimum growth and achievement of each student.

2.2.2.1 EMHS provides financial support for faculty advancing their expertise by gaining additional degrees or pursuing National Board certification.

**2.2.3** Assessment of Teaching: Careful, multi-factor assessment of teaching is essential, both to inform professional development of teachers and to understand the results.

2.2.3.1 The EMHS assessment of teachers includes the evaluation mandated by the New Mexico Public Education Department, student growth data that is more current and more predictive of college and career readiness, classroom climate including student feedback, and teachers' professional activities that contribute to improved and effective teaching.

### **2.3 Recruitment and Retention for Teaching Excellence**

The goals of East Mountain High School greatly depend on the quality of teaching in the classroom and other supporting activities by both faculty and staff. The most important factor in maximizing each student's learning is the teacher: no other factor has more impact and none is more important. It follows that EMHS seeks to recruit, retain, and develop and recognize those who can meet the unique expectations of EMHS employees. Teachers will receive professional development, recognition, and a compensation plan which recognizes and rewards individual, group, and/or whole faculty excellence. Consistent with Guiding Principle 2, individual teachers' talents and contributions are integral to school culture, including special talents and heading extra-curricular activities.

**2.3.1** Recruit: East Mountain High School will make every effort to recruit the most capable and qualified teachers available and who best fit the EMHS teaching and education model:

2.3.1.1 Passion to support student growth and learning: Teachers who are driven to support struggling students as well as challenge high achieving students; who see themselves as learners as well as providers of knowledge; who inspire and motivate their students through mentoring relationships.

2.3.1.2 Passion for knowledge: Teachers who are passionate about their subject matter; who understand their primary role in assuring students' learning and mastery of subject matter and college & career preparatory skills; who are driven to become subject matter experts.

2.3.1.3 Passion to grow as a teacher: Teachers who have high expectations for self-growth as well as that of each student; teachers who want to be part of a learning community and collaborate with their peers in each of their responsibilities.

2.3.1.4 Passion for the Mission, Vision, and Guiding Principles of East Mountain High School, including contributions to the school culture in and out of the classroom. These contributions could comprise sponsoring extra-curriculars or athletics and participation on committees.

**2.3.2 Retain:** EMHS is also committed to retaining its most effective teachers through such efforts as creating a supportive environment, developing teacher excellence, developing an encouraging culture, promoting professional collaboration, providing an ongoing mentoring program, and establishing a competitive compensation plan.

**2.3.3 Develop:** See Professional Development plan outlined in section 2.3 above.

**2.3.4 Recognize Excellence:** The culture of East Mountain High School supports an informal system of recognition. Appreciation for each teacher is showcased in various ways, including peer recognition and formal recognition by the EMHS Governing Council.

**2.4 Excellence for Individual Students** The result of these initiatives with each student is to achieve the vision goals and reflect the guiding principles stated in this document.

**2.4.1 School Culture and Character Development:** As outlined in the Guiding Principles, East Mountain High School values academic achievement, but understands that students' ultimate success in college and career is also dependent on their character.

**2.4.2 Educate the whole student** through individual interactions and through the school culture as a whole.

2.4.2.1 Different facets of the school's culture reflect our dedication to community service and service learning, our commitment to equally valuing the valedictorian and the student struggling to make a C.

2.4.2.2 Our focus on instilling a life-long love of learning, and our vision of graduating empathetic, resilient, responsible young people.

**2.4.3 Academic Excellence:**

2.4.3.1 As a college preparatory high school, East Mountain teachers hold high expectations for students in acquiring both soft skills and building academic knowledge.

2.4.3.2 East Mountain students are held to a 70% or above in order to receive a passing grade.

**2.4.4 Academic Opportunities:**

2.4.4.1 East Mountain High School values academic opportunities. These include (but are not limited to) opportunities to challenge students' abilities, such as

2.4.4.1.1 Honors,

2.4.4.1.2 Dual Credit,

2.4.4.1.3 AP,

2.4.4.1.4 Elective classes

2.4.4.1.5 Music

2.4.4.1.6 Visual and performing arts

2.4.4.1.7 Physical education

2.4.4.1.8 Advanced language

**2.4.5 Identifying and Supporting Individual Needs:**

East Mountain High School faculty and staff are trained to identify individual needs (of gifted, academically advanced, and struggling students) and pass recommendations to special education staff and to the Student Assistance Team.

2.4.5.1 Students in the Gifted Program are given opportunity to investigate individual areas of interest or to produce content beyond requirements of the class per Individualized Education Plans (IEPs).

2.4.5.2 Those identified as struggling students or as students with a disability are monitored and supported by special education staff and/or the Student Assistance Team, with various supports available such as structured study halls, tutoring opportunities, and/or Individualized Education Plans.

**2.4.6 Intervention:**

The EMHS Intervention Team creates an academic support network of parents, tutors, and teachers that engages all relevant stakeholders.

**2.4.7 Extracurricular Opportunities:**

East Mountain High School considers extracurricular activities to be important to holistic education of each student. Consistent with Guiding Principle 3, East Mountain believes in educating the whole student.

2.4.7.1 Every student has the opportunity to participate in extracurricular activities and find their favorite way to express themselves through activities to include (but not limited to):

2.4.7.1.1 Arts

2.4.7.1.2 Music

2.4.7.1.3 speech & debate

2.4.7.1.4 athletics

2.4.7.1.5 cheer

2.4.7.1.6 service

**2.5 Transition to College and Career**

Achieving success in college requires more than qualifying test scores.

**2.5.1 Post-Secondary Advisement:** Preparing graduates and their families for the transition to the right college will include preparation and guidance that start at EMHS. Working together, the student, family, and faculty will research college options and encourage students and families to approach their decision thoughtfully.

**2.5.2 Holistic Education:** Holistic education is a philosophy based on the premise that each person finds identity, meaning and purpose in life through connection to the community, to the natural world, and to humanitarian values such as compassion and peace.

2.5.2.1 The purpose of holistic education is to prepare students to meet the challenges of living as well as academics.

2.5.2.2 The most important factors of holistic education are to learn about oneself, develop healthy relationships and positive social behaviors, and develop socially and emotionally.

**2.5.3 Lifelong learning:** Consistent with Guiding Principle 3, character education and lifelong learning represent a core drive of the EMHS experience.

2.5.3.1 East Mountain teachers create an environment which supports curiosity, willingness to try and fail, and contemplation of the student's place within the larger world.

2.5.3.2 As a consequence, students leaving EMHS are curious, reflective, analytic, and ready to continue their learning throughout their lifetime.

**2.5.4 Character:** Also known as non-cognitive predictors, character traits drive success in life more reliably than ACT and SAT scores, according to multiple studies.

2.5.4.1 East Mountain High School teaches character through a rigorous curriculum which deconstructs social issues, fosters empathy, and supports risk-taking, both in and out of the classroom; the role of the teacher as exemplar is crucial, and is equal to their role as a bringer of knowledge.

2.5.4.2 While producing the academic strengths that correspond to college entrance and success, EMHS will also help students develop those life skills that reinforce and augment academic skills and lead to success in college and life beyond.

2.5.4.3 Such skills or qualities include:

2.5.4.3.1 Integrity: The instinct toward academic and personal honesty, toward consistently treating others fairly and well, and intentional reflection on how one's actions impact other individuals and the surrounding community;

2.5.4.3.2 Self-Discipline: The ability to set and achieve goals; to defer gratification, to accept responsibility, to persevere, to be willing to take risks and fail, to have a sense of self-direction;

2.5.4.3.3 Respect for all: The inclination to value diversity, to seek out others' viewpoints, to be empathetic and sympathetic; the openness to new and uncomfortable ideas and ability to discuss differing values; the ability to agree to disagree while showing respect; the integrity to be open and honest with everyone respectfully;

2.5.4.3.4 Humility: The knowledge that individual success is dependent on the help and support of many, and the belief that the best way to improve oneself is by serving and learning from others;

2.5.4.3.5 Curiosity: The desire to expand one's scope of knowledge, to seek out facts and find answers, to reflect on life.

**2.5.5 Service:** Meaningful community service provides more than just assistance to the community: it pushes students to establish a motivation beyond themselves.

**2.5.5.1** Service fosters empathy. Consistent with Guiding Principle 4, East Mountain High School prepares students to serve their communities as adults.

**2.5.5.2** Through service, students gain relationships with mentoring adults and develop professional interaction skills, take steps in expanding their identity, and take steps in exploring the world beyond their family, friends, and school.

**2.5.5.3** Through service, students gain a sense of civic responsibility through interactions with those in need.

**2.5.5.4** Through service, students form bonds with their communities and see themselves as important participants therein.

**2.5.5.5** East Mountain High School will create curricula that creates opportunities in and out of the classroom to serve the community and grow in character.

**2.5.6 Self-Advocacy:** East Mountain High School is committed to supporting students' growing independence. By 12th grade, EMHS students are ready to prepare their plans for post-secondary education and careers. In order to bring maximum success to a student's ability to create, learn and career plan, the student must have the ability to self-advocate.

**2.5.6.1** To seek assistance when needed

**2.5.6.2** To speak up for oneself

**2.5.6.3** To make decisions after weighing advice from different sources.

## **2.6 Staff and Administrative Role**

All staff on campus contribute to the culture of the school. Staff and Administration support the Mission, Vision, and Guiding Principles of East Mountain High School. In a tightly collaborative organization, all roles are necessary and important. The school values the contributions of everyone employed at EMHS.

## **2.7 Parental Involvement**

East Mountain High School believes that parents are not only their child's first teachers, but also their lifelong teachers. We believe in partnering with families, and that raising an educated child is a shared responsibility. We therefore rely on the following models of parental involvement:

**2.7.1** Parents are asked to volunteer 72 hours a year to East Mountain High School. Whether by attending a field trip, volunteering at concessions for an athletics event, or helping at a speech and debate tournament.

**2.7.2** EMHS welcomes parents to become involved in the school community. As they say, "it takes a village," and the school benefits every time a community member shares their experiences with the students.

2.7.3 East Mountain High School encourages parents to interact with their children to create a foundation for education. Parents are in an ideal role to encourage their children to think about and interact with the outside world, through discourses of current events, literature, history and more.

2.7.4 East Mountain High School believes that a student's ability to self-advocate is paramount. Therefore, successful parental communication is characterized by succinct and effective communication facilitated by the student, among student, teachers, and parent, with the onus on the student to take responsibility for their learning.

## 2.8 Technology

East Mountain High School integrates technology and education.

2.8.1 EMHS acquires the latest and most current technology, including the skills to manipulate hardware and software, and uses said equipment and products to improve the higher order learning of each student.

2.8.2 This can include high-level problem solving, project and group learning, and engagement of creativity.

2.8.3 The school commits to planning for and bringing cost-effective technology into EMHS and facilitating faculty to use it to improve student achievement and to prepare students for college.

2.8.4 The planning for future technology investments at EMHS will include the required infrastructure, hardware, software, presentation of curriculum, budget, and training.

2.8.5 The school recognizes that, as technology is a quickly developing field, planning for the future will require special attention to the need for updating technology.

2.8.6 EMHS will fully use the technology necessary to assure our graduates' entry into and success while in college.

## 2.9 Financial Planning and Stability

East Mountain High School is proud of a history with clean audits, adequate reserves, and healthy financial growth. As a public charter high school, we charge no tuition; the money received from the State of New Mexico and the way it is spent is largely dictated by New Mexico law.

2.9.1 **Budget:** The Principal, business staff, and Governing Council take an active role in planning and budgeting for current and future school years, and in continuing to build reserve accounts.

2.9.2 **Foundation:** A healthy and productive East Mountain High School Foundation is essential for the financial stability of EMHS, as is harmonious collaboration and coordination between the Governing Council and Foundation. The two organizations mutually manage, plan, organize, implement, and assess their efforts to assure the fiscal health of the school.

2.9.3 **Financial Reserve:** As good business practice recommends, EMHS has established an adequate financial reserve and a plan for preserving that reserve.

- 2.9.4 Grant Awards and Other Income Sources:** The ability of EMHS to attract grant awards continues to be an important contributor to the EMHS budget and our successes. Grant income benefits EMHS by supporting various activities and programs in pursuit of EMHS' Vision, Mission, and other parts of this strategic plan.
- 2.9.5 EMHS Alumni:** The continuing involvement of the graduates of East Mountain High School is crucial both to realizing the goals of the school and to the school's intellectual and financial well-being. EMHS enjoys connecting with our graduates via facebook and other social media, class and program reunions, and an email list serve.

## Section 3: Executive Limitations Policies

The purpose of the policies in this section are to define what the executive CANNOT DO without further permission from the Governing Council. When complete, the executive limitations should clearly define what is out of bounds to the executive based on a reasonable interpretation of the following policies. By defining what is out of bounds, the GC will create a state of pre-approval for the executive and his/her delegates (staff and faculty). An executive, staff and faculty that operates in a state of pre-approval (inside of these limitations) should be far more responsive to the changing needs of students and other EMHS constituencies while striving to achieve our mission and purpose.

### **3.0 Management of Risk**

The executive must not allow a circumstance to occur in which East Mountain High School or its board is placed at risk legally, financially, ethically, or statutorily in the eyes of federal, state or local authorities and constituencies.

#### **3.1 Management of Legal Risk**

- 3.1.1 The executive will not take, or knowingly allow, any action or circumstance that violates federal, state or county laws.
- 3.1.2 The executive will not fail to seek legal advice where actions may be required to potentially put EMHS, it's GC, staff or faculty at risk of legal action.
- 3.1.3 The executive will not fail to communicate legal advice received to the Governing Council prior to making any decision related to the matter requiring legal advice.
- 3.1.4 The executive should not ignore the above legal advice unless given explicit permission by the Governing Council to do so.

#### **3.2 Management of Financial Risk**

- 3.2.1 The executive will not take, or knowingly allow, any action or circumstance that puts public or private monies at risk of misuse.
- 3.2.2 The executive will not fail to put in place and ensure enforcement of financial safeguards to mitigate against the mismanagement of funds.



3.2.2.1 The executive will not fail to follow state procurement policy.

3.2.2.2 The executive will not fail to follow state conflict of interest policies with respect to any expenditures.

3.2.3 The executive will not fail to participate in the annual audit as prescribed by the state of New Mexico.

3.2.3.1 The executive will not fail to communicate findings from the audit to the GC in a timely manner.

3.2.3.2 The executive will not fail to develop a satisfactory response to audit findings.

3.2.4 The executive may not buy or sell real estate on behalf of East Mountain High School.

3.2.5 The executive shall not develop a budget where more than 97% of SEG is devoted to personnel costs.

3.2.6 The executive shall not pay any personnel more than 100% of state or local compensation benchmarks unless given explicit permission by the Governing Council to do so.

3.2.7 The executive shall not change his/her compensation.

3.2.8 The executive will manage expenses so that year-end carryover is no lower than 14% of the SEG funding.

### **3.3 Management of Ethical Risk**

3.3.1 The executive will not take, or knowingly allow, any action or circumstance that would be deemed unethical by the GC or its broader community.

3.3.2 The executive will not fail to communicate to the GC in closed session any violations by administration, staff or faculty of the ethical standards described in the employee handbook.

### **3.4 Management of Statutory Risk**

3.4.1 The executive will not take, or knowingly allow, any action or circumstance that would put EMHS at odds with Federal or State statute.

3.4.2 The executive will not take, or knowingly allow, any action or circumstance that is contrary to the EMHS charter.

## Section 4: Governing Council Executive Linkage Policies

The purpose of these policies is to define how the Governing Council will monitor the Executive for both the accomplishment of the outcomes policies and the violation of executive limitations.

### 4.0 Monitoring and Measurement

While the GC has fully delegated our authority to the executive, it is our job to monitor the performance of the executive as a way of determining the degree to which East Mountain High School is achieving its mission and purpose. The performance of the school and the performance of our executive is one in the same. We believe the following policies describe best practices for monitoring the effectiveness of our executive:

- 4.1 The monitoring of the executive to achieve the ends while not violating the limitations is our sole remedy as a governing council in contrast to becoming actively involved in the day to day decisions of our executive.
- 4.2 When the GC feels it wants to provide new direction to the executive we may amend either our outcomes policies, our limitations policies or change the linkage policies to accomplish this goal.
- 4.3 Whenever possible, monitoring should be based on measurement of objective measures and not subjective feelings or anecdotal data.
- 4.4 Monitoring should take place on a regular, pre-determined, schedule throughout the year and may be adjusted as data becomes available.
- 4.5 The executive should have a clear understanding of the type of report(s) he/she is to present based on this pre-determined schedule.
- 4.6 Ad hoc requests from the GC for additional requests should be kept to an absolute minimum.
- 4.7 The GC requires the following reports, with the following goals and the following timetables:

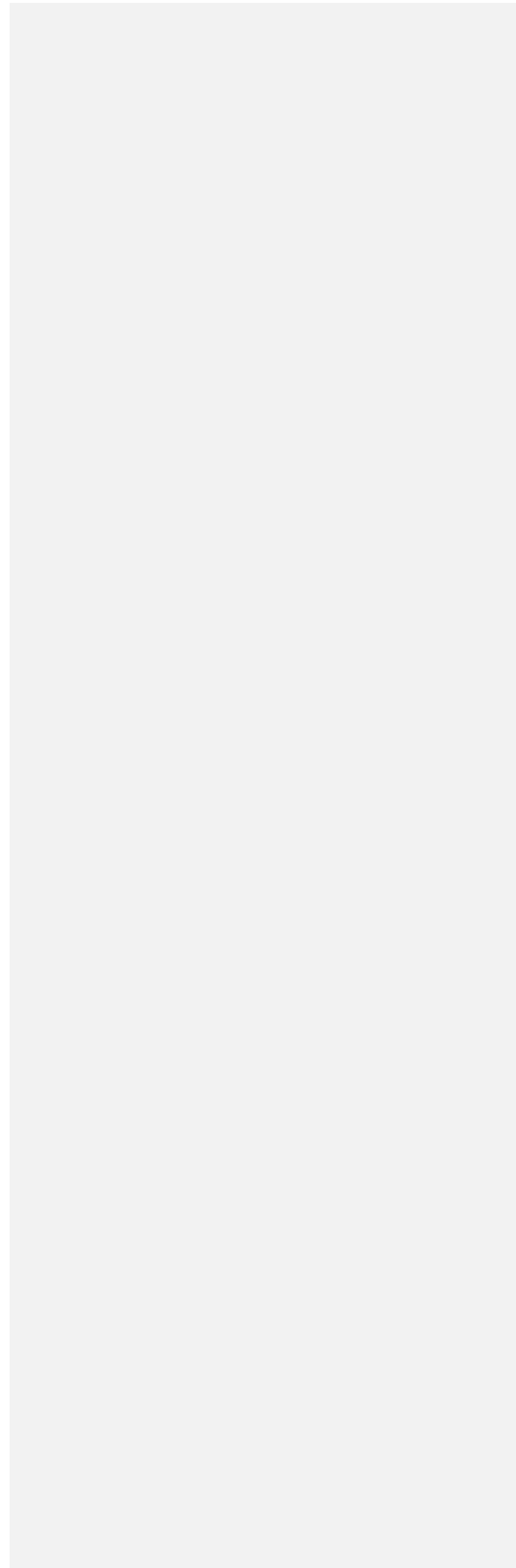
<u>Category: Name of Report</u>	<u>Report Schedule</u>	<u>Goal</u>
<u>Outcomes from Strategic Plan</u>		

<u>4.7.1 Graduation Rate</u>	<u>June</u>	<u>90% or higher as defined by state policy</u>
<u>4.7.2 College/Vocational Training Acceptance</u>	<u>July</u>	<u>100% of EMHS graduates who apply will be accepted to a post-secondary education or vocational program of their choice</u>
<u>4.7.3 College, Six-Year Graduation Rate</u>	<u>July</u>	<u>By the 2020 graduating class and beyond, EMHS graduates entering four-year colleges will graduate within six years with degrees at a rate five percentage points higher than the national average;</u>
<u>4.7.4 Service Projects</u>	<u>June</u>	<u>100% of EMHS graduates will have participated in meaningful projects to serve the community;</u>
<u>4.7.5 PISA Scores International Comparison</u>	<u>May</u>	<u>By year 2020, EMHS will rank favorably among all schools assessed on the Programme for International Student Assessment (PISA) instrument, used for international comparisons. EMHS will rank in the top 10% compared to all countries for which the results of public high schools measured by that instrument are published.</u>
<u>4.7.6 PISA Scores National Comparison</u>	<u>May</u>	<u>EMHS will rank in the top 10% of all United States schools sampled with PISA or an equivalent instrument (as data is available).</u>
<b><u>School/Faculty Climate from PEC</u></b>		
<u>4.7.7 Faculty/Staff Survey Results</u>	<u>January/ June</u>	<u>Show continuous improvement on six main measures.</u>
<u>4.7.8 Implementation of Survey recommendations and initiatives</u>	<u>Quarterly: September December March June</u>	<u>Demonstrate implementation of recommendations from survey as well as other educational initiatives.</u>
<u>4.7.9 Involvement of faculty and staff</u>	<u>Quarterly: September December March June</u>	<u>Update initiatives for greater collaboration, delegation and involvement.</u>
<u>4.7.10 Parental engagement</u>	<u>April</u>	<u>Quality of education survey to demonstrate greater engagement and</u>

		<u>positive perceptions related to EMHS created questions.</u>
<b>Academic Excellent from PEC</b>		
<u>4.7.11 NM PED DASH</u>	<u>June</u>	<u>Establish positive trends with the NM PED DASH school evaluation system.</u>
<u>4.7.12 Graduation Rates Trends</u>	<u>June</u>	<u>Maintain positive trends with senior class graduation rates.</u>
<u>4.7.13 Post-secondary Acceptance Trends</u>	<u>August</u>	<u>Maintain positive trends with students accepted into post-secondary educational institution or training program of their choice.</u>
<u>4.7.14 Reading, Math, Science Proficiency Trends</u>	<u>June</u>	<u>Maintain improvement of performance of student body as noted by PED in areas of Reading, Math, and Science proficiency.</u>
<u>4.7.15 ACT/SAT Benchmarks</u>	<u>December</u>	<u>Identify appropriate ACT/SAT benchmarks; develop plan to make improvements; and monitor results.</u>
<u>4.7.16 Identify metrics for measuring performance.</u>	<u>September</u>	<u>Identify metrics for measuring performance of high and low performing students.</u>
<u>4.7.17 Track failure rates</u>	<u>February</u>	<u>Tracking instructor/class grades and failure rates of all students. Establish failure-rate standard and name faculty not achieving the standard with plan for improvement.</u>
<b>Student Wellness/Social-Emotional Learning from PEC</b>		
<u>4.7.18 Safe, Respectful and Inclusive per surveys to parents and students</u>	<u>March</u>	<u>95% of parents or students give highest rating on survey.</u>
<u>4.7.19 Develop plan for Social-Emotional Learning</u>	<u>September</u>	<u>Develop a plan for staff to implement Social Emotional Learning strategies in and out of the classroom.</u>
<u>4.7.20 Identify and implement measurement of social-emotional development.</u>	<u>September</u>	<u>Identify and implement surveys and/or measurement tools for social-emotional development of student body.</u>
<b>Operational Excellence from PEC</b>		
<u>4.7.21 Report on adjustments to remain in compliance with laws and regulations.</u>	<u>August</u>	<u>100% compliance required or a plan to achieve 100% compliance. Includes Special Education requirements.</u>

4.7.22 <u>Maintain technology infrastructure.</u>	<u>August</u>	<u>Report on replacement of technology to maintain digital/online testing.</u>
4.7.23 <u>Demonstrate fiscal integrity relative to audit</u>	<u>November</u>	<u>Goal of less than three findings, with report of clear resolution of any findings.</u>
4.7.24 <u>Demonstrate of fiscal controls</u>	<u>Monthly (Finance Committee &amp; GC)</u>	<u>Quarterly audit committee meeting, monthly finance committee meeting with demonstration of 14% carryover goal at entire GC meeting.</u>
4.7.25 <u>Facilities score on Quality of Education survey</u>	<u>March</u>	<u>90% or more parents choose highest score in response to facilities.</u>
4.7.26 <u>1/5/10 year facilities plan</u>	<u>July</u>	<u>Develop a plan with GC and foundation input and present any updates to plan annually.</u>

## ~~Section 4: Governing Council Executive Linkage Policies~~



ADOPTION OF POLICIES:

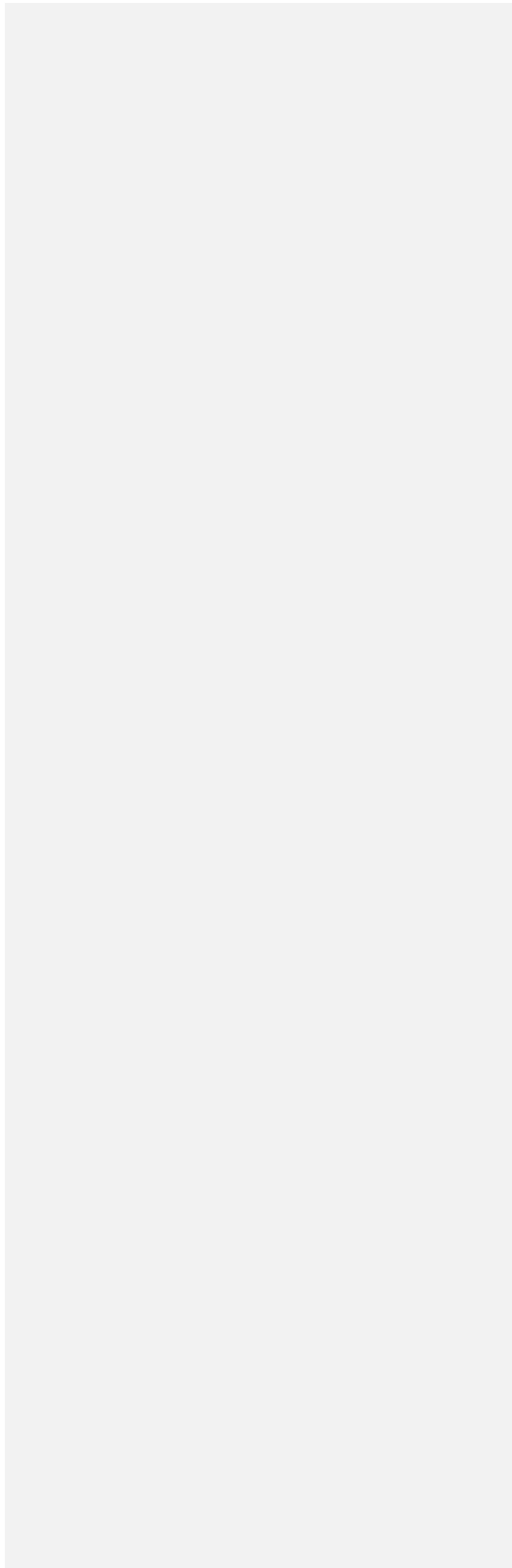
The undersigned, in consent with and on behalf of the Governing Council members of East Mountain High School, hereby adopts the foregoing Policies, consisting of the preceding pages.

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CHAIR OF THE GOVERNING COUNCIL Dated

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SECRETARY OF THE GOVERNING COUNCIL Dated



# Revision Of EMHS/GC Bylaws and Appendices

*Overview of Recommended Changes*



# Goals

- ❖ Consolidate Bylaws and Appendices into one document
- ❖ Streamline requirements
- ❖ Reflect how the GC actually operates
- ❖ Mention the Carver philosophy as a framework vice a strict guide
- ❖ Capture the GC operational style

# Major Revisions

- ❖ Number of GC Members remains flexible between 7&9
- ❖ Board composition: retained flexible language
- ❖ Reflects GC's desire to seek a balanced representation reflective of the community rather than mandate a mix of parents/community members
- ❖ Standing committees reflect current structure
- ❖ Ex-officio membership updated to match current participants
- ❖ Eliminate the notion vice chair is/can be chair elect
- ❖ Eliminate the requirement that the chair not be a parent of current student
- ❖ Adds language to mandate no GC Member should ever use their position on the board to influence an individual student outcome of a relative

# East Mountain High School ~ EMHS Governing Council ~ EMHS Foundation

## Memorandum of Understanding (MOU)

July 1, 2022~~2022~~ – June 30, 2024~~2024~~

### Revision Date:

### Approval Dates:

EMHS Administration	July 20, 2019
EMHS Foundation	July 20, 2019
EMHS Governing Council	July 20, 2019

Commented [GH1]: Would these be 2022 as well?

### Approval Representatives:

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Ryan Berryman, Foundation Chair

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Trey Smith, Head School Administrator

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Glenn Hushman, Governing Council Chair

## A. Purpose

The purpose of this Memorandum of Understanding (MOU) is to:

1. Document a process for communication and coordination regarding long-term planning related to EMHS facilities, ~~technology, professional development,~~ and other school needs.
2. Describe the relationship and collaboration between East Mountain High School and the EMHS Foundation.
3. Characterize the roles and responsibilities related to the ongoing maintenance of EMHS facilities. Specifics will be formalized in a separate Facility Maintenance Agreement.
- 3-4. Prioritize the ongoing relationship and collaboration of the involved parties in service of the school's mission and vision.

## B. Roles and Responsibilities

Roles and responsibilities of the parties to this MOU are as follows:

### B.1. EMHS Administration responsibilities include:

- Daily operations of the school that includes hiring and supervision of staff, educational curriculum, student learning, parent involvement, faculty professional development, and school safety, and any areas identified by the EMHS Governing Council.
- Daily operations and coordinating maintenance of the school facilities.
- Maintenance of the school's financial and other records.
- Identification of long term objectives and goals.
-

## East Mountain High School ~ EMHS Governing Council ~ EMHS Foundation

- ~~Determining the school's needs quarterly, to be presented to the EMHS Foundation. Creation of the annual ASK to the Foundation for review and pre-approval by the GC prior to submission to the Foundation.~~

~~Establishing and approving procedures necessary to implement approved policies and Strategic Plan.~~

### B.2. EMHS Governing Council (GC) responsibilities include:

- Establishing and implementing the EMHS Strategic Plan.
- Establishing and approving school policies.
- ~~Providing oversight to the EMHS operations.~~
- Approving the school's annual budget and regular financial reports, ~~including approval of the Annual ASK to the Foundation before it is submitted for approval by the Board.~~
- Direct supervision of the EMHS principal, including job description, goals, performance evaluation, and compensation.

### B.3. EMHS Foundation responsibilities include:

- Stewardship and maintenance of the EMHS land and buildings. This responsibility ~~will~~ continues through 2027, at which time ownership ~~of existing buildings~~ is scheduled to be transferred to EMHS as provided for under the ~~current~~ lease purchase agreement.
- Fundraising activities ~~including the EMHS Gala, grant proposals, and other fundraising activities that provide funding to support EMHS needs.~~
- Investment management of the Foundation's restricted and unrestricted funds.
- ~~Supervision of the EMHS Foundation Executive Director, including job description, goals, performance evaluation, and compensation.~~

## C. Statement of Communication and Joint Support

Each party to this MOU is committed to ongoing communication with, and support of, the other parties, in the interest of the ongoing success and continuous improvement of EMHS.

## ~~D. School Support~~

### ~~E.D. The EMHS Foundation is uniquely positioned to support the school in three key areas:~~

- 1) Holding loan/mortgage/financing for school construction and expansion projects.
- 2) Accepting tax deductible gifts for donors who wish to give to a 501c3 organization.
- 3) Funding specific initiatives that schools are unable to fund.

Any fundraising activities spearheaded by the Foundation are enhanced if there is a focus regarding the purpose for the funding.

### ~~F. Ask~~

~~Rather than than specific line items, the Foundation's direct financial support of the school will fall under three main categories:~~

~~Student Support~~

## East Mountain High School ~ EMHS Governing Council ~ EMHS Foundation

### *D.3. Professional Development and Staff Support*

#### Principal's Discretionary

The EMHS Foundation will determine appropriate budget totals for each of the three categories, and EMHS administration will determine the best strategic use of those funds. Reporting and approval is ongoing.

E. Professional Development that will develop a highly effective, collaborative faculty that focuses on teachers' ability to prepare students to succeed in college and beyond. The intention being to differentiate EMHS Faculty and the opportunities available to them. It is EMHS' goal for each teacher to become highly effective or exemplary per whatever metric the GC and/or Public Education Department establishes. To achieve this, the Principal will establish and maintain on-going professional development that improves the performance of both individual teachers and grows all teachers as a community.

### *D.4. Annual Facility Maintenance and Capital Improvement*

E. As the owner of the buildings and land, the EMHS Foundation will continue to manage the lease purchase agreement. The school will be responsible for maintaining the grounds and facilities either through contractors or direct hires.

. Through joint planning, Financial strateg

G. y

Through joint planning via the EMHS Finance and Facilities committee, the combined leadership will consider enhancement and improvement projects as needed. Financing strategies will be developed collaboratively to address the ongoing list of Capital Improvement Projects identified by Architectural Research Consultants.

### *H.F. Ongoing Joint Planning*

The Governing Council and Foundation hold independent business meetings, to of which members from both bodies are invited to.

The EMHS Governing Council hosts a monthly finance & facilities meeting where all members meetings of the EMHS which Foundation Board members are invited.

Ad-hoc committees may be developed, related to expansion projects, that will consist of members of both bodies.

Commented [GH2]: I'm confused by what this sentence intends to communicate so I'm reluctant to offer edits.

### *H.G. School-Foundation Liaison*

Rather than an Executive Director, EMHS administration employs a Director of Development & Communications who also serves as a liaison between the two organizations. In that service, the liaison will — Maintain monthly financial statement organization—prepared for bookkeeper, manage paperwork processing on behalf of the Foundation.

Commented [GH3]: I assume this portion is still under edit but I have nothing of substance to add at this time.

Action

Responsible Party

Target Date

## East Mountain High School ~ EMHS Governing Council ~ EMHS Foundation

1.	Develop a funding request (ASK) for the following fiscal year. The request shall contain: <ul style="list-style-type: none"> <li>• Detailed descriptions and costs</li> <li>• Cross-references to the EMHS Strategic Plan</li> <li>• Prioritization of items</li> <li>• Identification of items to be funded directly by the Foundation rather than paid to the school</li> </ul>	Administration	January - March
2.	Present funding request to Governing Council Finance Committee for review and approval.	Administration	March
3.	Present funding request to Governing Council for review and approval	Council Finance Committee Chair	March
4.	Present funding request to Foundation Treasurer for review and approval	Administration	March
5.	Present funding request to Foundation for review and approval	Foundation Treasurer	April
6.	Approved funding request is included in EMHS school budget	EMHS Business Manager	April
7.	Requests for payments are made to the Foundation Executive Director by Administration based on the approved funding plan (ASK), and will either be paid directly by the Foundation or the School will be reimbursed.	EMHS Business Manager & Foundation	Throughout fiscal year

### J.H. Long-Term Joint Planning

While the parties to this MOU have different roles and responsibilities, communication and coordination among the parties is considered critical for the ongoing success and continuous improvement of EMHS. The following process is intended to provide a framework for such communication and coordination.

#### **G.1. EMHS Strategic Plan**

The [Governing Council](#) and Administration are responsible for developing and maintaining the EMHS Strategic Plan, that includes key areas of:

- Purpose
- Mission and Vision
- Academic Excellence
- Inclusive, safe culture for students, faculty, and staff
- Plan to Achieve Increased Growth of Student Learning and Other Strategic Goals
  - Achieve Student Growth in Learning
  - Academic Excellence from Each Student
  - Transition to college or other post-secondary pursuit
  - Parental Involvement
  - Technology
  - Financial Planning and Stability
  - Oversight and Leadership
  - Risks to EMHS Goals

## East Mountain High School ~ EMHS Governing Council ~ EMHS Foundation

~~The Council and Administration agree to share the EMHS Strategic Plan on an annual basis with the Foundation. Progress on the EMHS Strategic Plan will be shared with the Foundation regularly by school administration.~~ Foundation members are encouraged to provide feedback and input regarding the EMHS Strategic Plan.

### ***G.2. Foundation Strategic Funding Plan***

The Foundation is responsible for developing and maintaining the EMHS Foundation ~~funding sustaiment plan assets for longevity of operations.~~

~~that includes key areas of:~~

•

~~EMHS administration, including the Head School Administrator, Business Manager, and Operations Manager, may also serve in advisory capacities between the organizations.~~

~~for long-term sustainability.~~

• ~~Expanding Community Support and Donor Relations~~

• ~~Event Planning~~

• ~~Annual Fund and other funding source expansion~~

• ~~Grants~~

• ~~Planned Giving~~

• ~~Expanding Alumni Relations~~