



# EAST MOUNTAIN HIGH SCHOOL

Engage • Challenge • Inspire



## AGENDA

### EAST MOUNTAIN HIGH SCHOOL GOVERNING COUNCIL

November 27, 2023

- I. Call to Order
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of Consent Agenda
  - A. Budget Adjustment Requests
  - B. Monthly Financial and Check Report
  - C. Finance Meeting Update
  - D. Approval of previous meeting's minutes
- V. Public Forum/Public Input
- VI. Reports
  - A. Executive Director
  - B. Board Recruitment
  - C. Strategic Planning and Outcomes
- VII. Consideration of EMHS GC Action Items for Approval
  - A. Recognition of new board member, Judith Becker, approved unanimously, to join the EMHS Governing Council.
  - B. New EMHS administration structure
- VIII. Discussion or Information Items (No action required)
  - A. Expansion/Middle School Updates
- IX. Parking Lot Items for Future GC Meetings
- X. GC Board Member Comments
  - A. Assignment of new board member to committee
  - B. Update from APS Board meeting with charter leaders and GC representatives
  - C. EMHS Training Hours Retreat
- XI. Chair's Report/Comment
- XII. Next Meeting Announcement
- XIII. Adjournment

**East Mountain High School**  
**Account Summary Report - Revenues**  
**October 31, 2023**

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
Fees – Activities	\$0.00	\$78,056.10	(\$78,056.10)
Royalties	\$0.00	\$31.96	(\$31.96)
Contributions and Donations From Private Sources	\$0.00	\$186.69	(\$186.69)
State Equalization Guarantee	\$4,900,937.94	\$1,633,645.96	\$3,267,291.98
Out of School Time Fund	\$209,720.11	\$52,430.04	\$157,290.07
	<b>\$5,110,658.05</b>	<b>\$1,764,350.75</b>	<b>\$3,346,307.30</b>
Fund 23000 - Activity Fund	\$0.00	\$12,374.58	(\$12,374.58)
Fund 24106 - IDEA-B	\$54,362.00	\$0.00	\$54,362.00
Fund 24153 - Title III	\$25.00	\$0.00	\$25.00
Fund 24154 - Title II	\$19,195.00	\$0.00	\$19,195.00
Fund 24174 - Carl D Perkins Secondary	\$15,229.00	\$0.00	\$15,229.00
Fund 24330 - ESSER III	\$318,614.00	\$0.00	\$318,614.00
Fund 27107 - GO Bonds Student Library Fund	\$3,599.00	\$0.00	\$3,599.00
Fund 27109 - Instructional Materials Special Appropriation	\$5,665.84	\$5,665.84	\$0.00
Fund 27502 - Career Technical Education Program	\$13,740.00	\$0.00	\$13,740.00
Fund 31400 - Special Capital Outlay Appropriation	\$577,000.00	\$0.00	\$577,000.00
Fund 31600 - HB-33	\$332,738.00	\$8,468.60	\$324,269.40
Fund 31701 - SB-9 Local	\$168,764.00	\$4,259.35	\$164,504.65
<b>Grand Total Revenues</b>	<b>\$6,619,589.89</b>	<b>\$1,795,119.12</b>	<b>\$4,824,470.77</b>

**East Mountain High School**  
**Account Summary Report - Expenditures**  
**October 31, 2023**

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b><u>Fund 11000 - Operational SEG</u></b>				
Function 1000 - Instruction	\$3,599,221.05	\$943,480.07	\$2,347,130.82	\$308,610.16
Function 2100 - Support Services-Students	\$657,378.00	\$114,743.48	\$294,423.13	\$248,211.39
Function 2200 - Support Services-Instruction	\$23,231.00	\$3,555.62	\$0.00	\$19,675.38
Function 2300 - Support Services-General Administration	\$230,203.00	\$66,270.11	\$177,951.69	(\$14,018.80)
Function 2400 - Support Services-School Administration	\$225,030.00	\$67,587.15	\$135,568.29	\$21,874.56
Function 2500 - Central Services	\$267,788.00	\$79,280.60	\$131,055.82	\$57,451.58
Function 2600 - Operation & Maintenance of Plant	\$362,221.00	\$299,996.07	\$141,412.99	(\$79,188.06)
Function 2700 - Student Transportation	\$45,586.00	\$2,105.17	\$24,481.19	\$18,999.64
<b>Total Fund 11000 - Operational</b>	<b>\$5,410,658.05</b>	<b>\$1,577,018.27</b>	<b>\$3,252,023.93</b>	<b>\$581,615.85</b>
<b><u>Fund 23000 - Activity Fund</u></b>				
Function 1000 - Instruction	\$0.00	\$8,741.57	\$18,193.43	(\$26,935.00)
<b>Total Fund 23000 - Activity Fund</b>	<b>\$0.00</b>	<b>\$8,741.57</b>	<b>\$18,193.43</b>	<b>(\$26,935.00)</b>
<b><u>Fund 24106 IDEA-B</u></b>				
Function 2100 - Support Services-Students	\$54,362.00	\$277.63	\$952.10	\$53,132.27
<b>Total Fund 24106 IDEA-B</b>	<b>\$54,362.00</b>	<b>\$277.63</b>	<b>\$952.10</b>	<b>\$53,132.27</b>
<b><u>Fund 24153 - Title III</u></b>				
Function 1000 - Instruction	\$25.00	\$0.00	\$0.00	\$25.00
<b>Total Fund 24153 - Title III</b>	<b>\$25.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25.00</b>
<b><u>Fund 24154 - Title II</u></b>				
Function 1000 - Instruction	\$19,195.00	\$0.00	\$0.00	\$19,195.00
<b>Total Fund 24154 - Title II</b>	<b>\$19,195.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,195.00</b>
<b><u>Fund 24174 Carl D Perkins Secondary</u></b>				
Function 1000 - Instruction	\$15,229.00	\$0.00	\$0.00	\$15,229.00
<b>Total Fund 24174 - Carl D Perkins Secondary</b>	<b>\$15,229.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,229.00</b>

**East Mountain High School**  
**Account Summary Report - Expenditures**  
**October 31, 2023**

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b><u>Fund 24330 - ESSER III</u></b>				
Function 1000 - Instruction	\$279,501.00	\$71,116.69	\$205,615.76	\$2,768.55
Function 2100 - Support Services-Students	\$0.00	\$78,241.00	\$205,003.59	(\$283,244.59)
Function 2400 - Support Services-School Administration	\$0.00	\$4,521.52	\$9,052.81	(\$13,574.33)
Function 2500 - Central Services	\$0.00	\$917.08	\$1,839.69	(\$2,756.77)
Function 2600 - Operation & Maintenance of Plant	\$39,113.00	\$36,280.08	\$72,205.50	(\$69,372.58)
<b>Total Fund 24330 - ESSER III</b>	<b>\$318,614.00</b>	<b>\$191,076.37</b>	<b>\$493,717.35</b>	<b>(\$366,179.72)</b>
<b><u>Fund 26107 - REC/District Fiscal Agent</u></b>				
Function 1000 - Instruction	\$641.00	\$0.00	\$0.00	\$641.00
<b>Total Fund 26107 - REC/District Fiscal Agent</b>	<b>\$641.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$641.00</b>
<b><u>Fund 27107 - GO Bonds Student Library Fund</u></b>				
Function 2200 - Support Services-Instruction	\$3,599.00	\$0.00	\$0.00	\$3,599.00
<b>Total Fund 27107 - GO Bonds Student Library Fund</b>	<b>\$3,599.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,599.00</b>
<b><u>Fund 27109 - Instructional MaterialsSpecial Appropriation</u></b>				
Function 1000 - Instruction	\$5,665.84	\$2,358.97	\$115.75	\$3,191.12
<b>Total Fund 27109 - Instructional MaterialsSpecial Appropriation</b>	<b>\$5,665.84</b>	<b>\$2,358.97</b>	<b>\$115.75</b>	<b>\$3,191.12</b>
<b><u>Fund 27502 - Career Technical Education Program</u></b>				
Function 1000 - Instruction	\$13,740.00	\$0.00	\$0.00	\$13,740.00
<b>Total Fund 27502 - Career Technical Education Program</b>	<b>\$13,740.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,740.00</b>
<b><u>Fund 29102 - Private Direct Grants</u></b>				
Function 1000 - Instruction	\$1,248.00	\$0.00	\$0.00	\$1,248.00
<b>Total Fund 29102 - Private Direct Grants</b>	<b>\$1,248.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,248.00</b>
<b><u>Fund 31200 - PSCOC Lease Reimbursement</u></b>				
Function 4000 - Capital Outlay	\$0.00	\$130,733.36	\$261,466.72	(\$392,200.08)
<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$0.00</b>	<b>\$130,733.36</b>	<b>\$261,466.72</b>	<b>(\$392,200.08)</b>
<b><u>Fund 31400 - Special Capital Outlay Appropriation</u></b>				
Function 4000 - Capital Outlay	\$577,000.00	\$0.00	\$0.00	\$577,000.00
<b>Total Fund 31400 - Special Capital Outlay Appropriation</b>	<b>\$577,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$577,000.00</b>

**East Mountain High School**  
**Account Summary Report - Expenditures**  
**October 31, 2023**

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b><u>Fund 31600 - HB-33</u></b>				
Function 2300 - Support Services-General Administration	\$2,000.00	\$84.43	\$0.00	\$1,915.57
Function 4000 - Capital Outlay	\$1,127,540.00	\$17,640.33	\$49,892.07	\$1,060,007.60
<b>Fund 31600 - HB-33</b>	<b>\$1,129,540.00</b>	<b>\$17,724.76</b>	<b>\$49,892.07</b>	<b>\$1,061,923.17</b>
<b><u>Fund 31701 - SB-9 Local</u></b>				
Function 2300 - Support Services-General Administration	\$1,518.00	\$42.47	\$0.00	\$1,475.53
Function 4000 - Capital Outlay	\$564,255.00	\$100,252.38	\$3,436.71	\$460,565.91
<b>Total Fund 31701 - SB-9 Local</b>	<b>\$565,773.00</b>	<b>\$100,294.85</b>	<b>\$3,436.71</b>	<b>\$462,041.44</b>
<b><u>Fund 31703 - SB-9 State Match</u></b>				
Function 1000 - Instruction	\$26,988.00	\$0.00	\$0.00	\$26,988.00
<b>Total Fund 31703 - SB-9 State Match</b>	<b>\$26,988.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,988.00</b>
<b>Grand Total Expenditures</b>	<b>\$8,142,277.89</b>	<b>\$2,028,225.78</b>	<b>\$4,079,798.06</b>	<b>\$2,034,254.05</b>

**East Mountain High School**

**Bank Register**

**October 31, 2023**

Bank		Account Number			
Date	Number	Type	Payee/From	Deposit	Withdrawal
10/3/2023	10-001	Cash Receipt	Speech and Debate, Volleyball and Snack Bar	\$1,624.15	
10/4/2023		Payroll Liability Check	Internal Revenue Service		\$29,377.86
10/5/2023	10-002	Cash Receipt	Huddle Tickets	\$125.00	
10/6/2023		Payroll Liability Check	NM Public Schools Insurance Authority		\$29,704.80
10/6/2023		Payroll Liability Check	NM Retiree Health Care Authority		\$7,948.21
10/10/2023	10-003	Cash Receipt	NHS, Boys Soccer, Cross Country, Student Support and Speech & Debate	\$1,279.00	
10/11/2023	00066669	Journal Entry	Void Warrant: 12721; Reversing Disbursement for Voucher: 101223, Vendor: Janison Education, Inc	\$4,500.00	
10/11/2023	12693	AP Warrant	Tammy Abts		\$972.00
10/11/2023	12694	AP Warrant	AAA Organic Pest Control, Inc.		\$113.01
10/11/2023	12695	AP Warrant	AJF Enterprises, Inc.		\$2,699.37
10/11/2023	12696	AP Warrant	Albuquerque Academy		\$150.00
10/11/2023	12697	AP Warrant	Amazon.com		\$2,453.02
10/11/2023	12698	AP Warrant	American Council on the Teaching of Foreign Languages		\$1,335.00
10/11/2023	12699	AP Warrant	Albuquerque Public Schools (Transportation)		\$684.00
10/11/2023	12700	AP Warrant	Awards, Etc.		\$506.25
10/11/2023	12701	AP Warrant	B & D Industries, Inc.		\$551.70
10/11/2023	12702	AP Warrant	Brady Industries Inc		\$521.58
10/11/2023	12703	AP Warrant	Brown, Atalie		\$235.58
10/11/2023	12704	AP Warrant	BYU Independent Study		\$199.00
10/11/2023	12705	AP Warrant	CamNet, Inc.		\$1,761.42
10/11/2023	12706	AP Warrant	Coffetime Bottled Water & Coffee Service, LLC		\$214.66
10/11/2023	12707	AP Warrant	Cooperative Educational Svcs		\$448.31
10/11/2023	12708	AP Warrant	Peter Defries Corp DBA Dion's Pizza		\$1,678.50
10/11/2023	12709	AP Warrant	EMHS Foundation		\$32,683.34
10/11/2023	12710	AP Warrant	Entranosa Water & Wastewater Assoc.		\$1,886.07
10/11/2023	12711	AP Warrant	Fisher Scientific		\$19.43
10/11/2023	12712	AP Warrant	Follett Content Solutions, LLC		\$27.33
10/11/2023	12713	AP Warrant	Follett Corporation		\$7.69
10/11/2023	12714	AP Warrant	Gardenswartz Team Sales		\$800.00
10/11/2023	12715	AP Warrant	George Trujillo		\$214.50
10/11/2023	12716	AP Warrant	Herrera Coaches, Inc.		\$5,676.21

**East Mountain High School**

**Bank Register**

**October 31, 2023**

<b>Bank</b>	<b>Account Number</b>				
10/11/2023	12717	AP Warrant	Holcomb Law Office		\$441.26
10/11/2023	12718	AP Warrant	Home Security Systems, LLC		\$133.99
10/11/2023	12719	AP Warrant	Hostetler, Sierra		\$497.09
10/11/2023	12720	AP Warrant	ItsQuest, Inc		\$3,950.43
10/11/2023	12721	AP Warrant	Janison Education, Inc		\$4,500.00
10/11/2023	12722	AP Warrant	Jennifer M. Pena		\$505.45
10/11/2023	12723	AP Warrant	Lisa Keck		\$26.21
10/11/2023	12724	AP Warrant	LSG and Associates Inc.		\$894.06
10/11/2023	12725	AP Warrant	McGraw-Hill Education, Inc.		\$29,433.49
10/11/2023	12726	AP Warrant	Millea, Amanda F		\$122.08
10/11/2023	12727	AP Warrant	Molineaux, Samantha		\$88.79
10/11/2023	12728	AP Warrant	Moss Adams LLP		\$5,919.38
10/11/2023	12729	AP Warrant	Nee, Adelynn J		\$1,228.51
10/11/2023	12730	AP Warrant	Nee, Mary Charlotte		\$201.58
10/11/2023	12731	AP Warrant	NMAA HS Soccer Paymaster		\$3,880.00
10/11/2023	12732	AP Warrant	Petti, Jason		\$152.94
10/11/2023	12733	AP Warrant	Staples		\$1,263.24
10/11/2023	12734	AP Warrant	Staples, Inc.		\$5,273.20
10/11/2023	12735	AP Warrant	T-Mobile USA Inc.		\$140.00
10/11/2023	12736	AP Warrant	Texas Association of School Boards, Inc.		\$3,250.00
10/11/2023	12737	AP Warrant	The Vigil Group, LLC		\$6,037.64
10/11/2023	12738	AP Warrant	Full Contact Sports Photography		\$450.00
10/11/2023	12739	AP Warrant	Fiber Platform, LLC		\$718.00
10/11/2023	12740	AP Warrant	Waste Management of New Mexico, Inc.		\$742.90
10/11/2023	12741	AP Warrant	WEX Bank		\$326.91
10/12/2023		Payroll Liability Check	Wells Fargo Bank, N.A.		\$92,583.25
10/12/2023	12742	Payroll Liability Check	ING ReliaStar Life Ins Co		\$2,270.00
10/12/2023	12743	Payroll Liability Check	Matrix Trust Company		\$2,148.32
10/12/2023	12744	Payroll Liability Check	Security Benefit		\$500.00
10/12/2023	12745	Payroll Liability Check	United Way of Central New Mexico		\$30.00
10/16/2023		Payroll Liability Check	Allstate Workplace Division		\$773.33
10/16/2023		Payroll Liability Check	NM Educational Retirement Board		\$76,435.75

**East Mountain High School**

**Bank Register**

**October 31, 2023**

<b>Bank</b>	<b>Account Number</b>				
10/16/2023	10-004	Cash Receipt	Snack Bar, NHS, Student Support, Volleyball, B Soccer, B Basketball	\$1,019.50	
10/16/2023	10-005	Cash Receipt	SEG October 2023	\$408,411.49	
10/17/2023		Payroll Liability Check	Pre-paid Legal Services, Inc.		\$258.15
10/17/2023	10-006	Cash Receipt	Sandoval SB-9	\$7.91	
10/18/2023		Payroll Liability Check	Internal Revenue Service		\$29,639.76
10/18/2023	00066642	Journal Entry	Void Warrant: 12737; Reversing Disbursement for Voucher: 101223, Vendor: The Vigil Group, LLC	\$6,037.64	
10/18/2023	00066755	Journal Entry	Closure of Activity & SPSO accounts into main account.	\$2,918.92	
10/18/2023	10-007	Cash Receipt	Sandoval HB-33	\$15.83	
10/18/2023	10-009	Cash Receipt	NHS, B & G Soccer, Senior Banner, Snack Bar Sale	\$778.31	
10/19/2023	10-011	Cash Receipt	Snack Bar Sales, Senior Banner G Soccer, STUCO	\$248.45	
10/20/2023		AP Warrant	Janison Education, Inc		\$4,500.00
10/20/2023	10-012	Cash Receipt	Bernalillo County HB-33 & SB-9	\$918.09	
10/23/2023	10-013	Cash Receipt	NHS, Snack Bar Sales, Concession Sales Athletics, Student Council and Model UN	\$1,697.70	
10/23/2023	12746	AP Warrant	New Mexico Association of Student Councils		\$120.00
10/25/2023	10-014	Cash Receipt	NHS, Senior Banner, PSAT Test, Athletics Apparel Golf, Speech & Debate, STUCO, Model UN, Athletics Concession, Snack Bar	\$1,175.25	
10/26/2023	10-015	Cash Receipt	Huddle Tickets	\$485.00	
10/26/2023	10-016	Cash Receipt	Speech & Debate; Volunteer; STUCO; BBall; Snack Bar	\$1,218.50	
10/27/2023		Payroll Liability Check	New Mexico Taxation and Revenue Department		\$7,855.54
10/27/2023		Payroll Liability Check	NM State Department of Labor		\$411.86
10/27/2023		AP Warrant	WEX Bank		\$401.77
10/27/2023	00066735	Journal Entry	Void Warrant: 12759; Reversing Disbursement for Voucher: 102723, Vendor: Gardenswartz Team Sales	\$772,500.00	
10/27/2023	00066760	Journal Entry	Void Warrant: 12756; Reversing Disbursement for Voucher: 102723, Vendor: Fortem Invenio, Inc.	\$102.77	
10/27/2023	12747	AP Warrant	Tammy Abts		\$90.00
10/27/2023	12748	AP Warrant	ACT		\$1,972.00
10/27/2023	12749	AP Warrant	Amazon.com		\$1,680.72
10/27/2023	12750	AP Warrant	Awards, Etc.		\$666.16
10/27/2023	12751	AP Warrant	B & D Industries, Inc.		\$1,393.25
10/27/2023	12752	AP Warrant	Bernalillo County Fleet/Facility Dept		\$543.67
10/27/2023	12753	AP Warrant	Brady Industries Inc		\$634.30
10/27/2023	12754	AP Warrant	Brown, Atalie		\$235.50

**East Mountain High School**

**Bank Register**

**October 31, 2023**

<b>Bank</b>	<b>Account Number</b>				
10/27/2023	12755	AP Warrant	Cooperative Educational Service 6		\$1,600.00
10/27/2023	12756	AP Warrant	Fortem Invenio, Inc.		\$102.77
10/27/2023	12757	AP Warrant	Cooperative Educational Svcs		\$478.62
10/27/2023	12758	AP Warrant	BC Technologies Co		\$2,297.00
10/27/2023	12759	AP Warrant	Gardenswartz Team Sales		\$772,500.00
10/27/2023	12760	AP Warrant	Herrera Coaches, Inc.		\$4,767.68
10/27/2023	12761	AP Warrant	Herrera School Buses, Inc.		\$2,339.00
10/27/2023	12762	AP Warrant	Home Depot #3501		\$14.24
10/27/2023	12763	AP Warrant	Hypertec USA, Inc.		\$6,219.44
10/27/2023	12764	AP Warrant	ItsQuest, Inc		\$4,370.41
10/27/2023	12765	AP Warrant	Jennifer M. Pena		\$943.31
10/27/2023	12766	AP Warrant	Millea, Amanda F		\$123.45
10/27/2023	12767	AP Warrant	Public Charter Schools of New Mexico		\$5,640.00
10/27/2023	12768	AP Warrant	Robotics Education & Competition, Inc.		\$75.00
10/27/2023	12769	AP Warrant	Severs, Clayton		\$59.99
10/27/2023	12770	AP Warrant	Staples		\$107.81
10/27/2023	12771	AP Warrant	Staples, Inc.		\$1,342.80
10/27/2023	12772	AP Warrant	The Vigil Group, LLC		\$6,037.64
10/27/2023	12773	AP Warrant	Waste Management of New Mexico, Inc.		\$172.69
10/27/2023	12774	AP Warrant	Weeks, James		\$59.00
10/30/2023	10-017	Cash Receipt	NHS; Educational Fee; Boys Soccer; Model UN; Snack Bar; Model UN	\$1,712.25	
10/30/2023	12775	AP Warrant	Schroeder, Stephanie		\$1,581.57
10/31/2023		Payroll Liability Check	Wells Fargo Bank, N.A.		\$92,955.21
<b>Grand Total</b>				<b>\$1,206,775.76</b>	<b>\$1,321,976.95</b>

School:	<b>East Mountain High School</b>
Bank:	<b>Wells Fargo</b>
Account Description:	<b>General Operational</b>
Statement Date:	<b>October 31, 2023</b>

Beginning balance per bank	\$	<b>2,277,348.76</b>
Cleared transactions:		
Checks and withdrawals	\$	<b>(641,235.51)</b>
Deposits and credits	\$	423,635.35
Other bank adjustments	\$	-
Ending balance per bank	<u>\$</u>	<u><b>2,059,748.60</b></u>
Plus: Outstanding Deposits		
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	<b>(75,616.79)</b>
<b>Balance per GL</b>	<u>\$</u>	<u><b>1,984,131.81</b></u>

School:	<b>East Mountain High School</b>
Bank:	<b>Wells Fargo</b>
Account Description:	<b>Student Activity</b>
Statement Date:	<b>September 30, 2023</b>

Beginning balance per bank	\$	<b>2,743.94</b>
Cleared transactions:		
Checks and withdrawals	\$	<b>(7,669.46)</b>
Deposits and credits	\$	4,925.52
Other bank adjustments	\$	-
Ending balance per bank	<u>\$</u>	<u>-</u>
Plus: Outstanding Deposits		
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	<u>\$</u>	<u>-</u>
<b>Balance per GL</b>	<u><u>\$</u></u>	<u><u>-</u></u>

School: **East Mountain High School**  
 Bank: **Wells Fargo**  
 Account Description: **SPSO**  
 Statement Date: **September 30, 2023**

Beginning balance per bank	\$	<b>174.98</b>
Cleared transactions:		
Checks and withdrawals	\$	<b>(174.98)</b>
Deposits and credits	\$	-
Other bank adjustments	\$	-
Ending balance per bank	<u>\$</u>	<u>-</u>
Plus: Outstanding Deposits		
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	<u>\$</u>	<u>-</u>
<b>Balance per GL</b>	<u><u>\$</u></u>	<u><u>-</u></u>

# East Mountain High School

## Balance Sheet

Cycle: FY2024; Fund Class: [All]; Fund Columns: [All Non-Zero Funds]; Account Expression: [All]; Balance Date: 10/31/2023; Detail: No; Created On: 11/26/2023 1:58:36 PM

Description	11000	14000	23000	24106	24154	24301	24308	24330	26107	26222	27109	27408	28211	29102	31200	31400	31600	31701	31703	Total
11000 - Cash Assets	\$200.00	\$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	\$200.00
11020 - WF-Operating	\$997,589.52	\$6,446.49	\$1,502.61	(\$670.02)	\$0.00	(\$74.72)	(\$94,249.33)	(\$72,408.13)	\$0.41	\$4,000.00	\$3,409.83	\$0.00	(\$4,251.44)	\$1,247.60	#####	\$0.00	\$952,317.40	\$304,949.46	\$15,055.49	\$1,984,131.81
13000 - Receivables	\$0.50	\$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	\$0.50
<b>Subtotal of Account Type: Asset</b>	<b>\$997,790.02</b>	<b>\$6,446.49</b>	<b>\$1,502.61</b>	<b>(\$670.02)</b>	<b>\$0.00</b>	<b>(\$74.72)</b>	<b>(\$94,249.33)</b>	<b>(\$72,408.13)</b>	<b>\$0.41</b>	<b>\$4,000.00</b>	<b>\$3,409.83</b>	<b>\$0.00</b>	<b>(\$4,251.44)</b>	<b>\$1,247.60</b>	<b>#####</b>	<b>\$0.00</b>	<b>\$952,317.40</b>	<b>\$304,949.46</b>	<b>\$15,055.49</b>	<b>\$1,984,332.31</b>
<b>Subtotal of Account Group: Assets</b>	<b>\$997,790.02</b>	<b>\$6,446.49</b>	<b>\$1,502.61</b>	<b>(\$670.02)</b>	<b>\$0.00</b>	<b>(\$74.72)</b>	<b>(\$94,249.33)</b>	<b>(\$72,408.13)</b>	<b>\$0.41</b>	<b>\$4,000.00</b>	<b>\$3,409.83</b>	<b>\$0.00</b>	<b>(\$4,251.44)</b>	<b>\$1,247.60</b>	<b>#####</b>	<b>\$0.00</b>	<b>\$952,317.40</b>	<b>\$304,949.46</b>	<b>\$15,055.49</b>	<b>\$1,984,332.31</b>
21011 - Accounts Payable	\$5,500.00	\$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	\$5,500.00
23011 - Accrued Salaries and Benefits	\$1,083.52	\$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	\$1,083.52
23122 - Social Security	\$12,940.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,424.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,364.66
23123 - Medicare	\$3,309.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$566.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,876.78
23124 - State Retirement Contributions	\$68,800.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,854.62	\$0.00	\$0.00	\$0.00	\$0.00	\$196.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81,851.72
23125 - Employee Insurance	\$25,129.30	\$0.00	\$0.00	(\$395.18)	\$0.00	\$0.00	\$0.00	\$5,605.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,339.68
23126 - Unemployment Insurance	\$178.68	\$0.00	\$0.00	\$2.79	\$0.00	\$0.00	\$6.78	\$41.79	\$0.00	\$0.00	\$0.00	\$0.00	\$1.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$231.13
23127 - Workers Compensation Fee Payable	\$197.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.59	\$31.75	\$0.00	\$0.00	\$0.00	\$0.00	\$1.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$236.50
23141 - Federal Income Taxes	\$9,261.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,309.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,570.44
23147 - Voluntary Deductions	\$3,003.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$397.72	\$0.00	\$0.00	\$0.00	\$0.00	\$2.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,403.15
24214 - State Taxes	\$6,903.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.67	\$0.00	\$0.00	\$0.00	\$0.00	\$17.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,021.20
<b>Subtotal of Account Type: Liability</b>	<b>\$136,308.38</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$392.39)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12.37</b>	<b>\$24,332.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$217.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$160,478.78</b>
32300 - Unreserved Fund Balance	\$654,334.88	\$6,446.49	(\$1,916.59)	(\$51,878.35)	(\$4,926.58)	\$0.00	#####	#####	\$0.41	\$0.00	\$0.19	(\$21,529.80)	(\$32,135.05)	\$1,247.60	\$0.00	#####	\$961,573.56	\$400,984.96	\$15,055.49	\$1,391,146.41
Net Increase/Decrease	\$207,146.76	\$0.00	\$3,419.20	\$51,600.72	\$4,926.58	(\$74.72)	\$188,065.07	\$23,034.66	\$0.00	\$4,000.00	\$3,409.64	\$21,529.80	\$27,665.65	\$0.00	#####	\$134,008.78	(\$9,256.16)	(\$96,035.50)	\$0.00	\$432,707.12
<b>Subtotal of Account Type: Fund Balance</b>	<b>\$861,481.64</b>	<b>\$6,446.49</b>	<b>\$1,502.61</b>	<b>(\$277.63)</b>	<b>\$0.00</b>	<b>(\$74.72)</b>	<b>(\$94,261.70)</b>	<b>(\$96,740.59)</b>	<b>\$0.41</b>	<b>\$4,000.00</b>	<b>\$3,409.83</b>	<b>\$0.00</b>	<b>(\$4,469.40)</b>	<b>\$1,247.60</b>	<b>#####</b>	<b>\$0.00</b>	<b>\$952,317.40</b>	<b>\$304,949.46</b>	<b>\$15,055.49</b>	<b>\$1,823,853.53</b>
<b>Subtotal of Account Group: Liabilities/Fund Balance</b>	<b>\$997,790.02</b>	<b>\$6,446.49</b>	<b>\$1,502.61</b>	<b>(\$670.02)</b>	<b>\$0.00</b>	<b>(\$74.72)</b>	<b>(\$94,249.33)</b>	<b>(\$72,408.13)</b>	<b>\$0.41</b>	<b>\$4,000.00</b>	<b>\$3,409.83</b>	<b>\$0.00</b>	<b>(\$4,251.44)</b>	<b>\$1,247.60</b>	<b>#####</b>	<b>\$0.00</b>	<b>\$952,317.40</b>	<b>\$304,949.46</b>	<b>\$15,055.49</b>	<b>\$1,984,332.31</b>

**East Mountain High School**  
Albuquerque Public Schools  
Office of Innovation and School Choice  
Site Visit 2023-24, Fall 2023

**Contents:**

**[Academic Performance](#)**

**[Student Growth](#)**

**[Skills, Habits, Mindsets](#)**

**[Graduation](#)**

**[Educational Plan](#)**

**[Professional Development Plan](#)**

**[English Learners](#)**

**[Governing Council](#)**

**[Strategic Planning](#)**

## Academic Performance

**NM Vistas: New Designation of “Excellence,”**

**Top ten percent of schools statewide (Nov. 16, 2023)**

[https://docs.google.com/spreadsheets/d/121CL0\\_ayTve0Ryb34wY\\_aqnebxSh\\_S5z\\_MD3p\\_Cldzw/edit?usp=sharing](https://docs.google.com/spreadsheets/d/121CL0_ayTve0Ryb34wY_aqnebxSh_S5z_MD3p_Cldzw/edit?usp=sharing)

### Student Achievement

Currently, NM PED tracks student achievement for high school based on the 11th grade Spring administration of the SAT and the New Mexico Assessment for Science Readiness. The past two years of proficiency percentages are listed below:

Grade 11 Spring 2023	2022 (class of 2023)	2023 (class of 2024)
Math	56%	38%
ELA	73%	62%
Science	68%	64%

### Analysis:

EMHS exceeds the state percentages for Math (25%), ELA (34%), and Science (33%). EMHS percentages decreased from 2022 to 2023. Possible reasoning behind the decrease is the under-performance of the class of 2024 as a cohort. The class of 2024 spent their 9th grade year entirely online due to the pandemic while the class of 2023 had a full 9th grade year on campus. However, the math decrease is significant.

EMHS gives Fall and Spring administrations of the PSAT and SAT to all 9th, 10th, and 11th grade students. The performance of the class of 2024 has been on track with previous administrations of the assessments.

### Student Growth

Because of those early administrations of the exam, we are able to make the following projections of proficiency percentages in the coming two years:

Projections	2024	2025
Math	45%	70%

ELA	70%	90%
Science	68%	80%

While Science represents an informed guess, the Math and ELA projections are based off the current cohort performance:

<b>Grade 10 Spring</b> (class of 2026)	<b>2022</b>	<b>2023</b>
Math	41%	41%
ELA	67%	67%
<b>Grade 9 Spring</b> (class of 2027)	<b>2022</b>	<b>2023</b>
Math	n/a	59%
ELA	n/a	82%

The Spring 2023 performance by subgroup, with several groups masked by PED.

<b>Spring 2023 subgroup</b>	<b>Math</b>	<b>ELA</b>	<b>Science</b>
All	38%	62%	64%
Male	-	-	-
Female	-	-	-
White	39%	64%	67%
Black	-	-	-
Hispanic	32%	63%	63%
Native	-	-	-
Econ. Disad	29%	53%	47%
Students w disabilities	-	-	-

**Analysis:**

Hispanic students perform the same or slightly higher than the overall population of the school on both ELA and Science.

The EMHS data for 2022 showed alarming discrepancies in gender math performance. This continues to be a point of reference for the department and the school.

**Areas of growth:**

**Math**










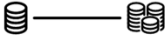
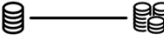
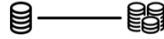






For the 2022-2023 school year, EMHS hired a full-time Mathematics Educational Assistant who floats between math classes to assist with the most struggling students.

For the 2023-2024 school year, EMHS hired a National Board Certified Math Teacher. She is implementing a pedagogy based on Building Thinking Classrooms

(<https://buildingthinkingclassrooms.com/>). This approach empowers students to think more deeply about mathematical concepts and gets them to “own the learning.” The school plan is to hire math faculty driven by this approach and to train existing math faculty on the strategy.

**OECD Assessment**

EMHS also self-selects to participate in the OECD Assessment. The 2023 cover page of academic results of 15 year olds included here:

	 <b>Reading</b>	 <b>Mathematics</b>	 <b>Science</b>
<b>Average performance of your school</b>	<p><b>509</b> which is <b>similar</b> to Your Country</p> <p> <b>505</b>  <b>OECD 487</b></p>	<p><b>484</b> which is <b>similar</b> to Your Country</p> <p> <b>478</b>  <b>OECD 489</b></p>	<p><b>525</b> which is <b>higher</b> than Your Country</p> <p> <b>502</b>  <b>OECD 489</b></p>
<b>Gender differences in performance</b>	<p>Girls and boys <b>perform similarly</b></p>	<p>Girls and boys <b>perform similarly</b></p>	<p>Girls and boys <b>perform similarly</b></p>
<b>Socio-economic differences in performance</b>	<p> Most advantaged students outperform least advantaged students by <b>69 points</b></p>	<p> Most advantaged students outperform least advantaged students by <b>77 points</b></p>	<p> Most advantaged students outperform least advantaged students by <b>65 points</b></p>
<b>Student engagement and feelings</b>	<p> <b>65%</b> Believe what they learn in science is important for their future.</p> <p> <b>90%</b> Observe their teachers providing individual help to struggling students.</p> <p> <b>19%</b> Experience noise and disorder.</p>		
<b>Social and emotional skills</b>	<p>The strongest relationships between social and emotional skills and life outcomes were observed for:</p> <ul style="list-style-type: none"> <li> Classroom disciplinary climate ↔ Optimism</li> <li> Students' perceived health ↔ Optimism</li> <li> Students' overall life satisfaction ↔ Optimism</li> </ul>		

**Analysis:**

EMHS worked with an OECD consultant who recommended that we take a closer look on what is happening in our 9th and 10th grade science classes, because our students scored significantly higher than most schools across the world in this area.

## Skills, Habits, and Mindsets

The OECD assessment also contains a valuable social-emotional well-being assessment (see above).

The newly christened values of EMHS are: curiosity, collaboration, empathy, integrity, and reflection. Freshman and Senior Seminar courses are taught with these values as guideposts and many classes have embedded these values into the design of their courses.

In addition to the OECD exam, EMHS delivers a class survey in the middle and end of the term. Results can be disaggregated by teacher, subject, grade level, sub group, etc. Below are the overall results from the October 2023 administration of the survey to all students.

*Our two highest average areas were on these two prompts:*

The classroom environment is safe, positive, and focused on learning.

The teacher provides individual help if/when I struggle with a task.

*Our two lowest average areas were on these two prompts:*

My teacher knows my strengths and weaknesses.

I have a good personal relationship with my teacher.

Other prompts on the survey:

I always have something challenging to do in this class.

I can teach myself new content and skills.

I complete challenging tasks without giving up.

I understand the relevance to what I am learning.

The teacher asks questions to check whether we have understood what was taught.

I understand what the learning goals of the class are.

I am frequently engaged with the class content.

What's next:

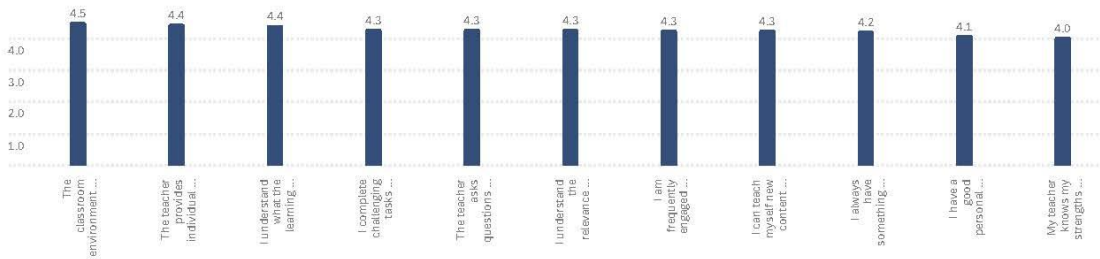
Departments have compared individual results, teachers have made reflections on their results in their PDP portfolios. Soft goals have been formed around their results.



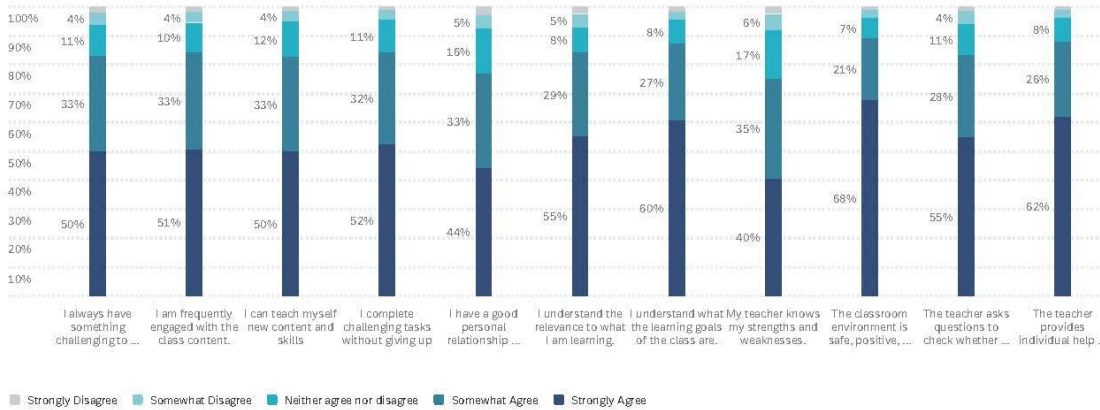
# Course Evaluations

## Overall

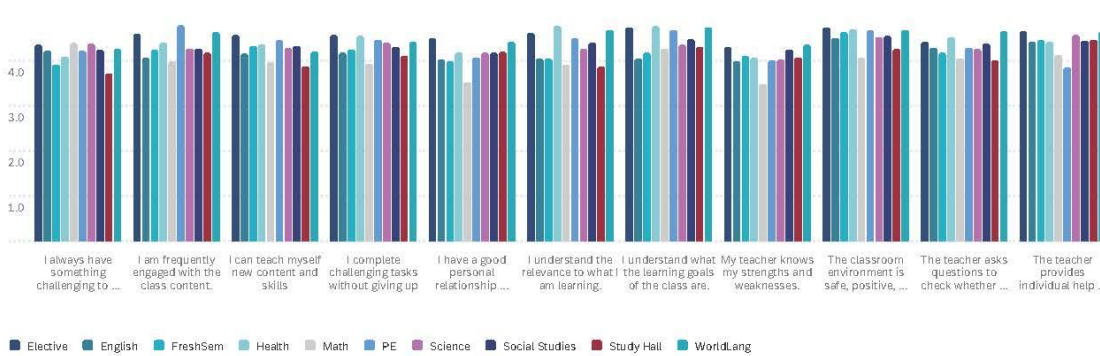
Average Score 1,147



Percent of Responses by Each Level 1,147



Average Score by Course Type 1,147



## Graduation

NM Vistas	2022	2023
College & Career Readiness	95%	95%
Grad Rate	89%	90%

### On Track:

Our EWS/Intervention Team meets monthly to identify struggling students in need of support. Seniors are the first group of students on the agenda to identify graduation progress. Case managers, tutors, and extra support staff are identified as needed.

### Dual Credit:

Over 70 percent of graduating seniors completed college level courses, amassing over 540 college credit hours just in the class of 2023 alone.

U.S. News and World Report makes this claim:

East Mountain High School is ranked 10th within New Mexico. Students have the opportunity to take Advanced Placement® coursework and exams. The AP® participation rate at East Mountain High School is 52%. The total minority enrollment is 36%, and 24% of students are economically disadvantaged.

But we are not sure how they make this determination.

## Educational Plan

### Mission of the School

1) What are the main indicators of mission success for your school?

Cohort growth between fall and spring administrations of the ACT and SAT.

Senior Exhibition capstone project

2) What is your elevator pitch about your school?

The mission of EMHS is: "A safe, innovative environment, EMHS engages a diverse community of learners through transformative experiences and creative problem-solving to shape forward-thinking leaders."

No matter the field our students intend to pursue later in life, we believe all students can be leaders. Through a robust, college preparatory curriculum and wide range of extra curricular experiences, EMHS seeks to provide a consistent, high quality education pathway for the families of the east mountains.

3) Does your mission specific goals demonstrate this?

Somewhat.

For the next charter renewal, we are interested in developing goals more specific to leadership and transformative experiences.

### Attendance

NM Vistas	2022	2023
Attendance	85%	91%

1) Describe highlights of your school attendance plan submitted to PED?  
EWS/Intervention Team monitors attendance weekly to identify any red flags.  
Letters are delivered home at 3, 5, and 7 unexcused absence levels.

2) How will this plan improve attendance?  
Early intervention identifies any issues before they become real problems.

3) What have you seen work to improve attendance?  
Direct counseling support and family outreach.

4) How are you connecting individually to students who are chronically absent?  
Social worker and Dean of Students schedule family conferences and phone calls as needed.

## Professional Development Plan

### EMHS Professional Growth Portfolio 2023-2024

#### Purpose statement:

**The purpose of this document is to capture the entire professional evaluation expectations for EMHS teachers in one, easily-accessible format.**

During the 2023-24 school year, each EMHS faculty will participate in: quarterly peer and administrator observations; department-based Professional Learning Communities (PLC); and other established annual school initiatives. To better focus on areas for continuous improvement, capture your reflections, data collections, and other artifacts here. The hope is that these reflections will build year-to-year and inform both personal and schoolwide goal-setting.

#### Portfolio Checklist and Contents

- 1) [Mission and purpose](#)
- 2) [Peer & Administrator Walkthrough Notes](#)
- 3) [Reflection Protocol](#)
- 4) [Participation in School & Wider community](#)
- 5) [Professionalism](#)
- 6) [Student survey data](#)
- 7) [Innovations](#)

8) [Resources](#)

### **English Learners**

- 1) When you examine the academic data of your English Learner students, what areas need improvement? What areas are celebrations?
- 2) How do you connect with these families to demonstrate the support you are providing their students?

### **Governing Council**

- For the following items please provide the information in the Google Document, located on the Google Drive titled "Governing Council Information."  
Governing Council Operations

- Note any changes to your membership of the Governing Council
- Describe how your Governing Council Operates?
- What supports do you need in supporting/managing your Governing Council?

### **Strategic Planning**

- 1) What are your strategic priorities for the year as the leader of the school?
  - a) School expansion/growth
  - b) Administrative restructure, hire a principal
- 2) What strategic priorities do you have for academics?
  - a) Student learning
  - c) Teacher professional development
- 3) What strategic priorities do you have for operations?
  - a) Community partnerships: County, APS, PED, Paako
  - b) External business manager
  - c) Improving athletics program
- 4) What does being student focused mean to you? Give an example?  
Building strong relationships to improve learning conditions  
Diversity Club-input on student handbook
- 5) How do you take student perspectives?  
Mid term and end of term student surveys  
Student leader input on school procedures

A photograph of a school building with a green roof and brick pillars, featuring a large tree in the foreground and a green overlay with white text.

# EMHS Principal Search 2024

# RATIONALE

**A school leader's two most important jobs are:**

- ensuring quality student learning experiences
- improving teacher quality/professional development.



**In partnership with the Executive Director, the Principal is responsible for mission execution and the day-to-day leadership of EMHS. The Principal leads all aspects of the instructional program in the school, teacher professional development, and improving student learning outcomes. The Principal hires, trains, and evaluates all instructional staff members; oversees an innovative and joyful school culture; and facilitates community engagement with families. The Principal reports to the Executive Director.**

# THE TWO POSITIONS

## **Executive Director**

Superintendent duties

Strategic Planning

Budget/Audit

Facilities

HR

Policies & Procedures

Growth/expansion

External relationships (charter authorizer, legislature, Bernalillo County, PED, etc.)

## **Principal**

Faculty supervision and development

Student learning outcomes

Curriculum and instruction

Day to day

communication/operations

# **IN ADDITION TO BEING NECESSARY, ADDITIONAL BENEFITS**

**Increased school support during expansion**

**Increased teacher support, morale**

**Increased opportunities for funding and leadership**

**Clarity in administrative structure, reporting, procedures, and conflict management**

**Innovation, new ideas to counter any stagnant thinking**



# **SEARCH PROCESS**

**Posting by holiday**

**National search firm: Workmonger**

**Post for 2–3 months**

**Search committee of: 2 admin, 2  
faculty, 1 parent, 1 student, 1 GC**

**Interviews late Spring**

**Start by July 1, 2024**



# YEAR ONE

First year transition

Listening to teachers, students, parents

Understanding culture, things that work well

Collaborating to make improvements to professional learning opportunities

Offer improvements to internal procedures

Culture audit while crafting new charter and new 5 year plan



# Challenges

**Finding the right fit**

**Onboarding/transition**

**Community communication**

**Comfortability with status quo**

A photograph of a modern, single-story building with a green metal roof and brick pillars. The building is surrounded by a well-maintained green lawn and several large, leafy trees. A dark green rectangular box is overlaid on the right side of the image, containing the text 'EMHS Expansion' in white. The sky is overcast and grey.

# EMHS Expansion

# WHAT'S NEXT



**Vigil Group providing projections,  
affordability analysis**

**Foundation meeting with financial partners**

**Trey meeting with SMPC Architects**



**Early Spring, joint GC/Foundation meeting to finalize financial path.**

**Determine priorities for re-chartering before next Fall**

**Convene joint committee for more detailed expansion planning**