



***La Academia Dolores Huerta Charter Middle School***

*“A Dual Language Charter Middle School”*

*400 W. Bell St.*

*Las Cruces, NM 88005*

*Phone: 575-526-2984*

*Fax: 575-523-5407*

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*The mission of La Academia Dolores Huerta is to provide a diverse bilingual educational program in the arts that fosters the development of a strong socio-cultural identity while achieving academic success.*

*La misión de La Academia Dolores Huerta es proporcionar un programa educativo bilingüe diverso de las artes que fomenta el desarrollo de una fuerte identidad sociocultural mientras se logra el éxito académico.*

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**Regular Governing Council Meeting Minutes**

Thursday December 09, 2021 at 5:30 PM, LADH Conference Room

Also accessible via Zoom:

<https://zoom.us/j/2333031223?pwd=RXliaitJWnJFZ01vc1FXQXZPd0l6QT09>

Meeting ID: 233 303 1223 Passcode: 2vKRk0

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1) Adrian Gaytan called the meeting to order at 5:41 PM

2) Roll call and establish quorum

GC Members Present:

Adrian Gaytan, President

Elaine Palma, Secretary

Robert Palacios, Treasurer

Yoli Silva, Vice-President (via Zoom)

GC Members Absent:

Dalina Matsumoto, General Member

Joseph Lincecum, Parent

Guests: Sylvy Galvan de Lucero, Head Administrator; Mirna Rodriguez, LADH Business Specialist; Gustavo Muñoz, The Vigil Group; Michelle Paz, Assistant Principal

3) Approval of agenda

Robert Palacios moved to approve the 12.9.21 meeting agenda with correction on action item #1, ; Adrian Gaytan seconded

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

4) Open forum-public input\*

Public comments and observations regarding education policy and governance issues, as well as the strategic planning are heard at this time. Time limit per presenter may be imposed by Chair

No one present in-person or via Zoom, therefore, not public comment entertained.

5) Review, discussion, and possible approval of November 16, 2021 Regular GC Meeting Minutes.

Robert Palacios pointed out that there was an error on action item #1, section (e.). Instead of reading “560-000-2122-0002-M” it should read “560-000-2122-0012-M”.

**Adrian Gaytan moved to approve the 12.9.21 meeting agenda with correction to action item #1, section (e.) to read “560-000-2122-0012-M”; Robert Palacios seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

ACTION ITEMS

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1) Review, discussion, and possible approval of BARs: Presented by Robert Palacios

Mr. Palacios noted that there is no 0011 as

(a.) 560-000-2122-0007-I: Increase BAR to increase budget for the FY21 draft financials

(b.) 560-000-2122-0008-I: Increase BAR to increase budget for the FY21 draft financials: increase of \$1490 for Food Services

(c.) 560-000-2122-0009-IB: BAR for increase in budget due to awarded CARES Act III monies in the amount of \$298,715

(d.) 560-000-2122-0010-I: Increase BAR to increase budget for the FY21 draft financials; Title 2 carry over of \$9649 (per award letter)

(e.) 560-000-2122-0012-M: Maintenance BAR for adjusting budget to match anticipated expenditures (making Function 2600 positive)

Robert Palacios noted that Finance Committee is recommending approval of all presented BARs. He also noted that there was no 0011 BAR needed and therefore not presented.

**Robert Palacios moved to approve BARs 560-000-2122-0007-I; 560-000-2122-0008-I; 560-000-2122-0009-IB; 560-000-2122-0010-I; 560-000-2122-0012-M; Adrian Gaytan seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

- 2) Review, discussion, and possible approval of HB 43: Black Education Act Policy  
Mrs. Galvan de Lucero presented policy requirements for professional development (see attached). Policy will take effect 2022-2023 academic year. Training plan was also generated. Palms and Associates was selected to provide the in-person training, as LADH has used them before for other trainings.

**Robert Palacios moved to approve HB 43: Black Education Act; Elaine Palma seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

NEW BUSINESS: DISCUSSION ITEMS ONLY – NO ACTION WILL BE TAKEN

- 3) Finance Committee Report: Presented by Robert Palacios
- Everything is going well for the semester, minimal changes.
  - Funding from CARES III (in the amount of \$298,715) must be focused on helping students recover any academic loss, community outreach, etc., associated with COVID. Due to the large funding amount, spending will be reviewed every 6-months to ensure that monies are being used effectively. CARES Act III funding can be accessed now even though CARES II funding has not been exhausted.
  - Past month SEG RFR HB33 SB 9 as well as a Title 2 RFR hit the account.
  - Waiting for reimbursements from USDA (for school meals), which is very late as funds are typically behind only 1.5 months and LADH has not yet been reimbursed for August. LADH contacted the PED Student Nutrition department and were told that they are very behind as some schools are getting free school lunches and they had to sort that out first. LADH thought they were going to continue on the SSO (Seamless Summer Option) but somewhere along the way Las Cruces Public Schools (LCPS) was authorized and selected to charge contracts. LADH has a contract with LCPS.
  - Lease reimbursement has not been received.
  - Operations account is currently at \$544, 504.50.

Adrian Gaytan asked if LADH families are getting food during school breaks. Ms. Paz stated that families are not getting food, and no families got food during the Thanksgiving break. Mrs. Galvan de Lucero stated that LADH will be having a food drive and creating food baskets for Christmas break. Mr. Gaytan will contact Doña Ana Sherriff Office (DASO) as they have a food basket program.

- 4) Review December calendar: no updates

- 5) Equity Council Update: HB43 policy (please see above).
- 6) Student enrollment 2021-2022: Presented by Mrs. Galvan de Lucero  
Current student enrollment is 69, two more students than reported at the last GC meeting. There have been no updates from PEC related to how low enrollment numbers will be handled as all Charter Schools have seen a decrease in enrollment.
- 7) Standardized testing: Mid-year Illuminate testing begins next week. Mid-year and end-year test results must be submitted to the State. All ACCESS testing for last semester was completed. Spring semester ACCESS testing set to begin in March
- 8) Head Administrators Report (see attached): Mrs. Galvan de Lucero noted that she emails her report to GC members on the day of the GC meeting as she participates in a call with the State in the morning and wants to include any pertinent information. Mr. Gaytan requested her report be emailed to GC members at least one-day before the GC meeting. This will give GC members adequate time to review.
  - Mr. Gaytan asked about the third break-in. Mrs. Galvan de Lucero noted that the break-in occurred in the media room, where very expensive Mac computers and documents cameras were housed. Mrs. Palma asked if the equipment was visible through the door/windows and was informed that no, as the windows are blacked out. Mrs. Palma then asked if it had been considered that all break-ins were targeted and both Mrs. Galvan de Lucero and Ms. Paz feel that they were. All remaining equipment is now being housed in the large inoperable freezers in the teacher's lounge.
  - LCPS facilities and building department representatives came out for a walk-through. Identified many weak areas but LADH has not received a follow-up report. It was reported to LCPS that the mobile security does not monitor LADH.
  - Mrs. Palma requested that administration follow-up with weekly emails. If LCPS does not respond after 3-4 weeks, then GC will follow-up.
  - Discussed Mr. Delgado's resignation: Mrs. Galvan de Lucero noted that as there are not enough students in the individual elective classes (e.g., media and conjunto), the job will be posted as two part-time positions. There is one prospective candidate for conjunto who is finishing their student teacher.
  - New social studies teacher has been hired to begin in the Spring.
  - Community outreach and recruitment liaison has been hired. Yoli Silva noted that she really likes her as she is a go getter and knows the community.
- 9) Secretary Report

- GC Recruitment: Unsure if Joseph Lincecum will continue to serve on the GC and therefore a LADH parent needs to be recruited.
- Updating policies: Just a reminder that these policies, Complaint and Fundraiser, still need to be updated.

- 10) Adjourn to Close Session: To discuss personnel matters relating to any individual employee, including hiring, promotion, demotion, dismissal, resignation, or investigation of complaints or charges against an employee [10-15-1 (H) (2) NMSA 1978].
- Head administrator's bonus

**Adrian Gaytan moved to adjourn to close session at 6:22PM; Robert Palacios seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

- 11) Adjourn from close session/resume general GC meeting

**Adrian Gaytan moved to adjourn from close session and resume the general GC meeting at 6:54PM; Robert Palacios seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

- 12) Adjourn GC general meeting

**Adrian Gaytan moved to adjourn the general GC meeting at 6:55PM; Robert Palacios seconded**

Roll Call Vote:

Adrian Gaytan: yes

Yoli Silva: yes

Robert Palacios: yes

Elaine Palma: yes

**None opposed; motion passed**

\*Any individual attending a board meeting may sign in to participate in the Public Input section of the Agenda, if any. Such persons may speak on any item after the individual is recognized by the President of the Board and introduces himself/herself at the podium. The Governing Council of La Academia Dolores Huerta will not take action on any item presented under Public Input, until an opportunity to do so is afforded. La Academia Dolores Huerta will provide an interpreter for the Hearing Impaired and simultaneous Spanish translation upon request. Requests should be submitted to the chancellor's office three days prior to the meeting.

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: 560-000-2122-0007-1

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2021-2022

Entity Name: La Academia Dolores Huerta

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 2021 12:00AM	To: Jun 30 2022 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.11111 \$3,247

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K-12) Programs	0000 No Job Class	\$3,328	\$3,247	\$6,575	
Sub Total						\$3,247		
Indirect Cost								
DOC. TOTAL						\$3,247		

**Justification:**

To increase budget for the FY21 draft financials

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.

<b>Approvals by Digital Signature</b>		
<b>Name</b>	<b>Role</b>	<b>Date</b>
Ashley Wolfel	Business Manager	11/23/2021 7:42:58 AM

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
**300 Don Gaspar Santa Fe, NM 87501-2786**  
**Budget Adjustment Request**

Doc. ID: 560-000-2122-0008-I  
Fund Type: General Fund / Capital Outlay / Debt Service  
Adjustment Type: Increase

Fiscal Year: 2021-2022  
Adjustment Changes Intent/Scope of Program Yes or No?: No  
Total Approved Budget (Flowthrough):

Entity Name: La Academia Dolores Huerta  
Contact: Gustavo Munoz, Business Manager  
Phone: 505-938-7709  
Email: gustavo@vigilgroup.net

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2021 12:00AM	To: Jun 30 2022 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 21000.0000.11112 \$1,490

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21000	3100 Food Services Operations	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$600	\$1,490	\$2,090	
Sub Total						\$1,490		
Indirect Cost								
DOC. TOTAL						\$1,490		

**Justification:**

To increase budget per the FY21 draft financials

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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Ashley Wolfel	Business Manager	11/23/2021 7:43:45 AM

Must submit backup for all BARs,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
**300 Don Gaspar Santa Fe, NM 87501-2786**  
**Budget Adjustment Request**

Doc. ID: 560-000-2122-0009-IB  
Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2021-2022

Entity Name: La Academia Dolores Huerta

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

Contact: Gustavo Munoz, Business Manager

Total Approved Budget (Flowthrough): 298,715

Phone: 505-938-7709

Email: gustavo@vigilgroup.net

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

Revenue 24330.0000.44500 \$298,715

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	53330 Professional Development	1010 Regular Education (K- 12) Programs	0000 No Job Class		\$2,200	\$2,200	
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	53711 Other Charges	1010 Regular Education (K- 12) Programs	0000 No Job Class		\$15,931	\$15,931	
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K- 12) Programs	0000 No Job Class		\$45,830	\$45,830	
24330 24330 - ARP ESSER III CDFA 84.425U	1000 Instruction	57332 Supply Assets (\$5,000 or less)	1010 Regular Education (K- 12) Programs	0000 No Job Class		\$15,000	\$15,000	
24330 24330 - ARP ESSER III CDFA 84.425U	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	1214 Guidance Counselors/Soc ial Workers		\$70,000	\$70,000	1.00
24330 24330 - ARP ESSER III CDFA 84.425U	2100 Support Services-Students	53218 Specialists - Contracted	2000 Special Programs	0000 No Job Class		\$60,372	\$60,372	
24330 24330 - ARP ESSER III CDFA 84.425U	2100 Support Services-Students	53414 Other Services	0000 No Program	0000 No Job Class		\$47,867	\$47,867	
24330 24330 - ARP ESSER III CDFA 84.425U	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$14,000	\$14,000	
24330 24330 - ARP ESSER III CDFA 84.425U	2600 Operation & Maintenance of Plant	57331 Fixed Assets (more than \$5,000)	0000 No Program	0000 No Job Class		\$9,515	\$9,515	

24330 24330 - ARP ESSER III CDFA 84.425U	2600 Operation & Maintenance of Plant	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$18,000	\$18,000	
						Sub Total	\$298,715	1.00
						Indirect Cost		
						DOC. TOTAL	\$298,715	

**Justification:**  
per award letter

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

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARS,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
**300 Don Gaspar Santa Fe, NM 87501-2786**  
**Budget Adjustment Request**

Doc. ID: 560-000-2122-0010-1

Fund Type: Flowthrough

Adjustment Type: Increase

Fiscal Year: 2021-2022

Entity Name: La Academia Dolores Huerta

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: 07/01/2021	To: 06/30/2022	
A. Approved Carryover: \$9,649.20		
B. Total Current Year Allocation:		
D. Total Funding Available: 9,649		

Revenue 24154.0000.44500 \$9,649

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	53330 Professional Development	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$4,269	\$9,649	\$13,918	
						Sub Total	\$9,649	
						Indirect Cost		
						DOC. TOTAL	\$9,649	

**Justification:**

To budget title II carry over per award letter.

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

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARS,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 560-000-2122-0012-M  
Fund Type: Flowthrough  
Adjustment Type: Maintenance

Fiscal Year: 2021-2022  
Adjustment Changes Intent/Scope of Program Yes or No?: No  
Total Approved Budget (Flowthrough): 192,529

Entity Name: La Academia Dolores Huerta  
Contact: Gustavo Munoz, Business Manager  
Phone: 505-938-7709  
Email: gustavo@vigilgroup.net

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

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24308 CRRSA, ESSER II	2400 Support Services-School Administration	51100 Salaries Expense	0000 No Program	1217 Secretarial/Cleri cal/Technical Assistants	\$22,500	(\$2,338)	\$20,162	(0.10)
24308 CRRSA, ESSER II	2600 Operation & Maintenance of Plant	51100 Salaries Expense	0000 No Program	1615 Custodial	\$22,500	\$2,338	\$24,838	0.10
Sub Total						\$0		
Indirect Cost								
DOC. TOTAL						\$0		

**Justification:**

Adjusting budget to match anticipated expenditures.

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

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

**La Academia Dolores Huerta  
Revenue Report  
as of November 30th, 2021**

<b>Description</b>	<b>Budget (YTD)</b>	<b>Actual (YTD)</b>	<b>Available (YTD)</b>
Operational - SEG	\$ 1,277,234.00	\$ 529,109.47	\$ 748,124.53
Activties	\$ -	\$ 761.25	\$ (761.25)
CSP	\$ 5,990.00	\$ -	\$ 5,990.00
Title I	\$ 41,320.00	\$ -	\$ 41,320.00
Title II	\$ 4,269.00	\$ 1,868.82	\$ 2,400.18
Title IV	\$ 10,000.00	\$ -	\$ 10,000.00
CRRSA/ESSER II	\$ 192,529.00	\$ 8,206.14	\$ 184,322.86
Title XIX MEDICAID 3/21 Years	\$ -	\$ 2,387.64	\$ (2,387.64)
GO Bond Student Library SB-66	\$ 5,158.00	\$ 721.12	\$ 4,436.88
PSCO	\$ 54,881.00	\$ -	\$ 54,881.00
HB-33 Ad Valorem Taxes	\$ -	\$ 463.05	\$ (463.05)
SB-9 State Match	\$ 17,129.00	\$ -	\$ 17,129.00
SB-9 Ad Valorem Taxes	\$ 22,107.00	\$ 987.01	\$ 21,119.99
SB-9 Ad Valorem Taxes	\$ 4,756.00	\$ -	\$ 4,756.00
	<b>\$ 1,635,373.00</b>	<b>\$ 544,504.50</b>	<b>\$ 1,090,868.50</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b>Operational</b>				
Salaries Expense - LT Subs	\$ 90,441.00	\$ 16,371.68	\$ 37,357.48	\$ 36,711.84
Salaries Expense - Teachers	\$ 267,193.00	\$ 109,785.24	\$ 177,186.50	\$ (19,778.74)
Salaries Expense - Subs/sick leave	\$ -	\$ 270.00	\$ 13,348.92	\$ (13,618.92)
Salaries Expense - Educational Assistants	\$ 20,154.00	\$ 4,156.65	\$ -	\$ 15,997.35
Salaries Expense - SPED Teachers	\$ 9,736.00	\$ 18,393.53	\$ 34,479.32	\$ (43,136.85)
Salaries Expense - "At-Risk" Teachers	\$ 51,950.00	\$ 6,426.39	\$ 34,273.96	\$ 11,249.65
Additional Compensation - Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Additional Compensation - SPED Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Additional Compensation - Bilingual	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Employee Benefits	\$ 119,309.00	\$ 1,601.60	\$ 3,106.23	\$ 53,551.17
Professional Development	\$ -	\$ -	\$ 234.00	\$ (234.00)
Other Charges	\$ -	\$ -	\$ 383.32	\$ (383.32)
Other Charges	\$ 100.00	\$ 224.74	\$ -	\$ (124.74)
Other Contract Services	\$ 10,600.00	\$ 4,216.34	\$ 5,183.66	\$ 1,200.00
Other Textbooks	\$ 10,264.00	\$ -	\$ -	\$ 10,264.00
Software	\$ 16,166.00	\$ 16,644.10	\$ -	\$ (478.10)
General Supplies and Materials	\$ 3,328.00	\$ 916.40	\$ 70.04	\$ 2,341.56
Supply Assets (\$5,000 or Less)	\$ 36,316.00	\$ -	\$ -	\$ 36,316.00
<b>Function 1000 - Instruction</b>	<b>\$ 639,557.00</b>	<b>\$ 221,580.39</b>	<b>\$ 387,587.13</b>	<b>\$ 30,389.48</b>
Salaries Expense-Counselor	\$ 62,227.00	\$ 20,742.32	\$ 41,484.68	\$ -
Salaries Expense-Counselor	\$ 9,000.00	\$ 3,000.00	\$ 6,000.00	\$ -
Employee Benefits	\$ 30,808.00	\$ 3,142.48	\$ 6,285.06	\$ 0.46
Diagnosticians-Contracted	\$ 9,135.00	\$ 1,001.89	\$ 6,998.11	\$ 1,135.00
Speech Therapist- Contracted	\$ 10,883.00	\$ -	\$ 8,750.00	\$ 2,133.00
Students-Specialists - Contracted	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Other Contracted Services	\$ 700.00	\$ -	\$ 700.00	\$ -
General Supplies & Materials	\$ 500.00	\$ -	\$ -	\$ 500.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 138,253.00</b>	<b>\$ 35,236.73</b>	<b>\$ 84,241.15</b>	<b>\$ 18,775.12</b>
General Supplies & Materials	\$ 800.00	\$ -	\$ -	\$ 800.00
<b>Function 2200 - Support Services-Instruction</b>	<b>\$ 800.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800.00</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Salaries Expense- Superintendent	\$ 91,451.00	\$ 38,104.80	\$ 53,346.70	\$ (0.50)
Employee Benefits	\$ 77,016.00	\$ 5,772.90	\$ 8,082.06	\$ 5,941.04
Professional Development	\$ 362.00	\$ -	\$ 19.50	\$ 342.50
Auditing	\$ 15,750.00	\$ 10,787.51	\$ 5,212.49	\$ (250.00)
Legal	\$ 6,000.00	\$ 585.19	\$ 9,414.81	\$ (4,000.00)
Support Services- General Administration- Other Charges	\$ 97.00	\$ 92.07	\$ 47.93	\$ (43.00)
<b>Function 2300 - Support Services-General Administration</b>	<b>\$ 162,066.00</b>	<b>\$ 63,581.55</b>	<b>\$ 87,513.60</b>	<b>\$ 10,970.85</b>
Salaries Expense- Secretary	\$ 23,850.00	\$ 9,937.50	\$ 13,912.50	\$ -
Employee Benefits	\$ 9,694.00	\$ -	\$ -	\$ 6,989.00
Professional Development	\$ 20.00	\$ -	\$ 19.50	\$ 0.50
Other Charges	\$ 144.00	\$ 144.00	\$ -	\$ -
General Supplies and Materials	\$ 552.00	\$ 551.03	\$ -	\$ 0.97
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 34,260.00</b>	<b>\$ 13,252.33</b>	<b>\$ 17,857.71</b>	<b>\$ 3,149.96</b>
Salaries Expense- Business Manager	\$ 51,710.00	\$ 21,545.80	\$ 30,164.20	\$ -
Employee Benefits	\$ 14,101.00	\$ 3,264.20	\$ 4,569.85	\$ 0.95
Professional Development	\$ 882.00	\$ -	\$ 414.50	\$ 467.50
Other Professional/Technical Services	\$ 105,277.00	\$ 35,606.61	\$ 69,685.32	\$ (14.93)
Software	\$ 14,332.00	\$ 13,159.11	\$ -	\$ 1,172.89
General Supplies & Materials	\$ 1,340.00	\$ 385.18	\$ 375.81	\$ 579.01
<b>Function 2500 - Central Services</b>	<b>\$ 187,642.00</b>	<b>\$ 76,423.80</b>	<b>\$ 108,863.78</b>	<b>\$ 2,354.42</b>
Custodial- Salaries Expense	\$ 15,000.00	\$ 1,044.00	\$ 1,651.22	\$ 12,304.78
Employee Benefits	\$ 3,672.00	\$ -	\$ -	\$ 2,023.00
M & R - Vehicles	\$ 43.00	\$ 632.82	\$ -	\$ (589.82)
Electricity	\$ 15,000.00	\$ 4,014.52	\$ 10,985.48	\$ -
Bldg. Heat-Natural Gas	\$ 2,625.00	\$ 88.99	\$ 2,411.01	\$ 125.00
Water/Sewer/Trash	\$ 5,250.00	\$ 2,084.77	\$ 2,915.23	\$ 250.00
Communications	\$ 150.00	\$ -	\$ -	\$ 150.00
Property/Liability Insurance	\$ 25,217.00	\$ 22,566.00	\$ -	\$ 2,651.00
General Supplies and Materials	\$ 844.00	\$ 303.48	\$ 150.00	\$ 390.52
Gasoline	\$ -	\$ 136.50	\$ 863.50	\$ (1,000.00)
Tires/Tubes	\$ -	\$ 1,038.03	\$ -	\$ (1,038.03)
Supply Assets (\$1000 Or Less)	\$ -	\$ 1,469.84	\$ 2,019.58	\$ (3,489.42)
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 67,801.00</b>	<b>\$ 33,646.22</b>	<b>\$ 21,416.47</b>	<b>\$ 12,738.31</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Restricted Expenditures	\$ 261,488.00	\$ -	\$ -	\$ 261,488.00
Function 2900 - Other Support Services	\$ 261,488.00	\$ -	\$ -	\$ 261,488.00
Professional Development	\$ -	\$ -	\$ 19.50	\$ (19.50)
Function 3100 - Food Services Operations	\$ -	\$ -	\$ 19.50	\$ (19.50)
<b>Fund 11000 - Operational</b>	<b>\$ 1,491,867.00</b>	<b>\$ 443,721.02</b>	<b>\$ 707,499.34</b>	<b>\$ 340,646.64</b>
<u>Instructional Material</u>				
Instructional Materials 30%	\$ 608.00	\$ -	\$ -	\$ 608.00
Function 1000 - Instruction	\$ 608.00	\$ -	\$ -	\$ 608.00
<b>Fund 14000 - Total Instructional Materials Sub-Fund</b>	<b>\$ 608.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 608.00</b>
<u>Food Services</u>				
Other Charges	\$ 200.00	\$ 200.00	\$ -	\$ -
Food	\$ 6,602.00	\$ 47.20	\$ -	\$ 6,554.80
General Supplies & Materials	\$ 600.00	\$ 58.01	\$ -	\$ 541.99
Function 3100 - Food Services Operations	\$ 7,402.00	\$ 305.21	\$ -	\$ 7,096.79
<b>Fund 21000 - Food Services</b>	<b>\$ 7,402.00</b>	<b>\$ 305.21</b>	<b>\$ -</b>	<b>\$ 7,096.79</b>
<u>Activity Fund</u>				
Other Charges	\$ -	\$ 216.02	\$ -	\$ (216.02)
General Supplies And Materials	\$ 9,083.00	\$ 663.78	\$ 50.00	\$ 8,369.22
Mariachi & con Junto- General Supplies and Materials	\$ -	\$ 135.75	\$ -	\$ (135.75)
Student Council- General Supplies and Materials	\$ -	\$ -	\$ 70.00	\$ (70.00)
Function 1000 - Instruction	\$ 9,083.00	\$ 1,015.55	\$ 120.00	\$ 7,947.45
<b>Fund 23000 - Non-Instructional Support</b>	<b>\$ 9,083.00</b>	<b>\$ 1,015.55</b>	<b>\$ 120.00</b>	<b>\$ 7,947.45</b>
<u>Title I</u>				
Salaries Expense K-12	\$ 32,686.00	\$ -	\$ -	\$ 32,686.00
Salaries Expense EA	\$ -	\$ 2,493.99	\$ 13,301.36	\$ (15,795.35)
Employee Benefits	\$ 8,634.00	\$ -	\$ -	\$ 4,673.00
Function 1000 - Instruction	\$ 41,320.00	\$ 3,144.76	\$ 16,968.02	\$ 21,207.22
<b>Fund 24101 - Title I - IASA</b>	<b>\$ 41,320.00</b>	<b>\$ 3,144.76</b>	<b>\$ 16,968.02</b>	<b>\$ 21,207.22</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b>CSP</b>				
Salaries Expense- Teacher	\$ 2,308.00	\$ -	\$ -	\$ 2,308.00
Salaries Expense- SPED Teacher	\$ 1,154.00	\$ -	\$ -	\$ 1,154.00
Employee Benefits	\$ 2,039.00	\$ -	\$ -	\$ 525.00
Function 1000 - Instruction	\$ 5,501.00	\$ -	\$ -	\$ 5,501.00
Operation & Maintenance of Plant-Salaries Expense	\$ 288.00	\$ -	\$ -	\$ 288.00
Employee Benefits	\$ 201.00	\$ -	\$ -	\$ 44.00
Function 260 0 - Operations & Maintenance of Plant	\$ 489.00	\$ -	\$ -	\$ 489.00
<b>Fund 24146 - Charter School Expansion Grant</b>	<b>\$ 5,990.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,990.00</b>
<b>Title II</b>				
Professional Development	\$ 4,269.00	\$ 2,046.82	\$ 2,489.18	\$ (267.00)
Function 1000 - Instruction	\$ 4,269.00	\$ 2,046.82	\$ 2,489.18	\$ (267.00)
<b>Fund 24154 - Teacher/Principal Training &amp; Recruiting</b>	<b>\$ 4,269.00</b>	<b>\$ 2,046.82</b>	<b>\$ 2,489.18</b>	<b>\$ (267.00)</b>
<b>Title IV</b>				
Instruction-Salaries Expense	\$ 8,031.00	\$ -	\$ -	\$ 8,031.00
Employee Benefits	\$ 1,969.00	\$ -	\$ -	\$ 1,136.00
Function 1000 - Instruction	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
<b>Fund 24189 - Student Supp Academic Achievement Title IV</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b>ESSER II</b>				
Salaries Expense - Teacher	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
Additional Compensation	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00
Professional Development	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
Instruction-Other Contract Services	\$ 15,000.00	\$ 2,085.00	\$ 12,915.00	\$ -
Software	\$ -	\$ 1,380.00	\$ -	\$ (1,380.00)
<b>Function 1000 - Instruction</b>	<b>\$ 51,000.00</b>	<b>\$ 3,465.00</b>	<b>\$ 12,915.00</b>	<b>\$ 34,620.00</b>
Salaries Expense - Coordinator	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
Salaries Expense - Counselor/Social Worker	\$ 66,500.00	\$ -	\$ -	\$ 66,500.00
<b>Function 2100 - Support Services-Students</b>	<b>\$ 89,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,000.00</b>
Salaries Expense- Front Desk	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
General Supplies and Materials	\$ 529.00	\$ -	\$ -	\$ 529.00
<b>Function 2400 - Support Services-School Administration</b>	<b>\$ 23,029.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,029.00</b>
Salaries Expense- Custodian	\$ 22,500.00	\$ 8,829.36	\$ 15,854.64	\$ (2,184.00)
Employee Benefits	\$ -	\$ 740.10	\$ 1,036.14	\$ (1,776.24)
General Supplies and Materials	\$ 7,000.00	\$ 729.42	\$ -	\$ 6,270.58
<b>Function 2600 - Operation &amp; Maintenance of Plant</b>	<b>\$ 29,500.00</b>	<b>\$ 11,842.46</b>	<b>\$ 19,995.33</b>	<b>\$ (2,337.79)</b>
<b>Fund 24308 - CRRSA/ESSER II</b>	<b>\$ 192,529.00</b>	<b>\$ 15,307.46</b>	<b>\$ 32,910.33</b>	<b>\$ 144,311.21</b>
<b>Title XIX MEDICAID</b>				
Other Charges	\$ 49,266.00	\$ -	\$ -	\$ 49,266.00
<b>Function 2200 - Support Services-Students</b>	<b>\$ 49,266.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,266.00</b>
<b>Fund 25153 - Title XIX MEDICAID 3/21 Years</b>	<b>\$ 49,266.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,266.00</b>
<b>Spaceport</b>				
General Supplies & Materials	\$ 131.00	\$ -	\$ -	\$ 131.00
Supply Assets (\$5,000 or Less)	\$ 8,323.00	\$ 1,669.33	\$ -	\$ 6,653.67
<b>Function 1000 - Instruction</b>	<b>\$ 8,454.00</b>	<b>\$ 1,669.33</b>	<b>\$ -</b>	<b>\$ 6,784.67</b>
<b>Fund 26204 - Spaceport</b>	<b>\$ 8,454.00</b>	<b>\$ 1,669.33</b>	<b>\$ -</b>	<b>\$ 6,784.67</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<b><u>GO Library Bonds</u></b>				
Library and Audtio Visual	\$ 5,158.00	\$ -	\$ -	\$ 5,158.00
Function 2200 - Support Service Instruction	\$ 5,158.00	\$ -	\$ -	\$ 5,158.00
<b>Fund 27107 - 2012 GO Bond Student Library SB-66</b>	<b>\$ 5,158.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,158.00</b>
<b><u>Instructional Materials</u></b>				
Instructional Materials Cash - 50% Textbooks	\$ 2,680.00	\$ 397.48	\$ -	\$ 2,282.52
Function 1000 - Instruction	\$ 2,680.00	\$ 397.48	\$ -	\$ 2,282.52
<b>Fund 27109 - Instructional Mats - GAA of 2019</b>	<b>\$ 2,680.00</b>	<b>\$ 397.48</b>	<b>\$ -</b>	<b>\$ 2,282.52</b>
<b><u>Medicaid HSD</u></b>				
Instruction-Library And Audio-Visual	\$ 6,804.00	\$ -	\$ -	\$ 6,804.00
Function 21000 - Capital Outlay	\$ 6,804.00	\$ -	\$ -	\$ 6,804.00
<b>Fund 28144 - Medicaid HSD</b>	<b>\$ 6,804.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,804.00</b>
<b><u>PSCOC Lease Assistance</u></b>				
Renting Land and Buildings	\$ 54,881.00	\$ 23,965.51	\$ 36,564.49	\$ (5,649.00)
Function 4000 - Capital Outlay	\$ 54,881.00	\$ 23,965.51	\$ 36,564.49	\$ (5,649.00)
<b>Fund 31200 - Public School Capital Outlay</b>	<b>\$ 54,881.00</b>	<b>\$ 23,965.51</b>	<b>\$ 36,564.49</b>	<b>\$ (5,649.00)</b>
<b><u>HB-33 Ad Valorem</u></b>				
General Administration-County Tax Collection Costs	\$ 521.00	\$ 4.63	\$ -	\$ 516.37
Function 2300 - General Administration	\$ 521.00	\$ 4.63	\$ -	\$ 516.37
Supply Assets (\$1000 Or Less)	\$ 34,265.00	\$ -	\$ -	\$ 34,265.00
Function 4000 - Capital Outlay	\$ 34,265.00	\$ -	\$ -	\$ 34,265.00
<b>Fund 31600 - Capital Improvements HB-33</b>	<b>\$ 34,786.00</b>	<b>\$ 4.63</b>	<b>\$ -</b>	<b>\$ 34,781.37</b>

La Academia Dolores Huerta  
Expenditure Report  
as of November 30th, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<u>SB-9 State Match</u>				
Supply Assets (\$1000 Or Less)	\$ 17,129.00	\$ -	\$ -	\$ 17,129.00
Function 4000 - Capital Outlay	\$ 17,129.00	\$ -	\$ -	\$ 17,129.00
<b>Fund 31700 - Capital Improvement SB-9</b>	<b>\$ 17,129.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,129.00</b>
<u>SB-9 Ad Valorem</u>				
General Administration-County Tax Collection Costs	\$ 221.00	\$ 9.87	\$ -	\$ 211.13
Function 2300 - General Administration	\$ 221.00	\$ 9.87	\$ -	\$ 211.13
Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	\$ 4,500.00	\$ 4,530.00	\$ -	\$ (30.00)
Software	\$ -	\$ 774.84	\$ 380.00	\$ (1,154.84)
Supply Assets (\$5,000 or Less)	\$ 104,324.00	\$ -	\$ -	\$ 104,324.00
Function 4000 - Capital Outlay	\$ 108,824.00	\$ 5,304.84	\$ 380.00	\$ 103,139.16
<b>Fund 31701 - Capital Improvements SB-9 Local</b>	<b>\$ 109,045.00</b>	<b>\$ 5,314.71</b>	<b>\$ 380.00</b>	<b>\$ 103,350.29</b>
<u>SB-9 Ad Valorem</u>				
Supply Assets (\$5,000 or Less)	\$ 8,966.00	\$ -	\$ -	\$ 8,966.00
Function 4000 - Capital Outlay	\$ 8,966.00	\$ -	\$ -	\$ 8,966.00
<b>Fund 31703 - Capital Improvements SB-9 Local Cash</b>	<b>\$ 8,966.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,966.00</b>
<b>Total</b>	<b>\$ 2,060,237.00</b>	<b>\$ 496,892.48</b>	<b>\$ 796,931.36</b>	<b>\$ 766,413.16</b>

La Academia Dolores Huerta  
Statement of Bills and Disbursements  
as of November 30th, 2021

Bank					
US Bank	Main				
Date	Number	Type	Payee/From	Deposit	Withdrawal
11/3/2021		Payroll Liability Check	First Financial Administrators, Inc.		\$1,217.18
11/3/2021		Payroll Liability Check	IRS		\$6,248.75
11/3/2021		Payroll Liability Check	NMPSIA		\$5,848.20
11/5/2021	13518	AP Warrant	Adelante Educational Services, LLC		\$1,001.89
11/5/2021	13519	AP Warrant	Brady		\$432.81
11/5/2021	13520	AP Warrant	Las Cruces Public Schools		\$4,416.50
11/5/2021	13521	AP Warrant	T Mobile		\$238.00
11/5/2021	13522	AP Warrant	The Vigil Group LLC		\$5,076.42
11/10/2021		Payroll Liability Check	NM Retiree Health Care Authority		\$1,774.60
11/10/2021	11-001	Cash Receipt	SEG November 2021	\$105,750.35	
11/11/2021	00033075	Journal Entry	To reclassify invoice 63648 vendor Hubbard's music-N-More from operational instruction materials into activity account. ; Temp Transaction Number T0033397	\$66.00	
11/11/2021	13523	AP Warrant	Hubbard's Music-N-More		\$66.00
11/11/2021	13524	AP Warrant	Little Caesars		\$47.20
11/11/2021	13525	AP Warrant	Stooney, LLC		\$962.50
11/12/2021		Payroll Liability Check	New Mexic State Treasurer		\$15,079.97
11/15/2021		Payroll Liability Check	US Bank- Payroll		\$19,555.27
11/16/2021	11-004	Cash Receipt	RfR CRRSA/ESSER II	\$8,206.14	
11/18/2021	13535	AP Warrant	ACES		\$1,320.50
11/18/2021	13536	AP Warrant	EI Paso Electric		\$434.90
11/18/2021	13537	AP Warrant	Las Cruces International Mariachi Conference		\$178.00
11/18/2021	13538	AP Warrant	Wells Fargo Vendor Financial Services LLC		\$334.30
11/19/2021		Payroll Liability Check	IRS		\$6,321.43
11/19/2021	13539	AP Warrant	Affordable Auto Glass		\$300.00
11/22/2021	11-005	Cash Receipt	HB-33;SB-9 Dona Ana County	\$315.35	
11/23/2021		Payroll Liability Check	Taxation & Revenue		\$1,428.07
11/24/2021	11-006	Cash Receipt	Title II RfR	\$1,868.82	
11/30/2021		Payroll Liability Check	US Bank- Payroll		\$19,394.69
<b>Sub Total</b>				<b>\$116,206.66</b>	<b>\$91,677.18</b>
<b>Grand Total</b>				<b>\$116,206.66</b>	<b>\$91,677.18</b>
Bank					
US Bank	Activity				
Date	Number	Type	Payee/From	Deposit	Withdrawal
11/2/2021	11-003	Cash Receipt	Student Activities	\$30.00	
11/5/2021	11-002	Cash Receipt	Student activities	\$198.00	
11/10/2021	1878	AP Warrant	Sodexo Education Services		\$225.00
11/11/2021	00033075	Journal Entry	To reclassify invoice 63648 vendor Hubbard's music-N-More from operational instruction materials into activity account. ; Temp Transaction Number T0033397		\$66.00
11/11/2021	1879	AP Warrant	Sodexo Education Services		\$225.00

**BANK RECONCILIATION**

School: La Academia Dolores Huerta  
Bank: US Bank  
Account Description: Main - 2144  
Statement Date: November 30, 2021

Beginning balance per bank	\$	487,265.80
Cleared transactions:		
Checks and withdrawals	\$	116,206.66
Deposits and credits	\$	(103,959.89)
Other bank adjustments		
Ending balance per bank	\$	499,512.57

Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	12,282.71
Less: Outstanding checks	\$	(12,282.71)
<b>Balance per GL</b>	\$	<b>499,512.57</b>

Reviewed by:   
Date: 12/2/2021

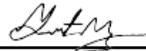
**BANK RECONCILIATION**

School: La Academia Dolores Huerta  
Bank: US Bank  
Account Description: Activity - 5089  
Statement Date: November 30, 2021

Beginning balance per bank	\$	8,957.82
Cleared transactions:		
Checks and withdrawals	\$	(564.42)
Deposits and credits	\$	228.00
Other bank adjustments	\$	-
Ending balance per bank	\$	8,621.40

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Plus: Outstanding Deposits	\$	-
Plus: Cleared items prior to entry	\$	-
Less: Outstanding checks	\$	(53.20)
<b>Balance per GL</b>	\$	<b>8,568.20</b>

Reviewed by:   
Date: 12/2/2021

**La Academia Dolores Huerta  
Balance Sheet Report  
as of November 30th, 2021**

Description	11000	14000	21000	23000	24101
11011 - Bank Accounts	(\$60,891.35)	\$608.34	\$8,892.14	\$8,844.18	(\$31,482.86)
11311 - Main Bank Acct - Cash (new)	\$389,203.68	\$0.00	(\$305.21)	(\$275.98)	\$29,057.74
32300 - Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal of Account Type: Asset</b>	<b>\$328,312.33</b>	<b>\$608.34</b>	<b>\$8,586.93</b>	<b>\$8,568.20</b>	<b>(\$2,425.12)</b>
<b>Subtotal of Account Group: Assets</b>	<b>\$328,312.33</b>	<b>\$608.34</b>	<b>\$8,586.93</b>	<b>\$8,568.20</b>	<b>(\$2,425.12)</b>
21011 - Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$818.53
23011 - Accrued Salaries and Benefits	\$657.98	\$0.00	\$0.00	\$0.00	\$0.00
23100 - Payroll Deductions and Withholdings	\$663.30	\$0.00	\$0.00	\$0.00	\$2.02
23126 - Unemployment Insurance	\$986.91	\$0.00	\$0.00	\$0.00	\$39.41
23141 - Federal Income Tax	\$1,835.37	\$0.00	\$0.00	\$0.00	\$70.12
23142 - State Income Tax	\$1,398.83	\$0.00	\$0.00	\$0.00	\$35.95
23143 - Fica	\$1,657.78	\$0.00	\$0.00	\$0.00	\$51.54
23144 - Medicare	\$387.68	\$0.00	\$0.00	\$0.00	\$12.05
23145 - ERB	\$7,093.66	\$0.00	\$0.00	\$0.00	\$147.98
23222 - Fica	\$1,657.78	\$0.00	\$0.00	\$0.00	\$51.54
23223 - Medicare	\$387.68	\$0.00	\$0.00	\$0.00	\$12.05
23224 - ERB	\$9,581.57	\$0.00	\$0.00	\$0.00	\$285.16
23225 - Employee Ins.	\$5,529.97	\$0.00	\$0.00	\$0.00	\$8.75
23227 - Workers Compensation	\$2.30	\$0.00	\$0.00	\$0.00	\$0.00
28247 - Voluntary Deductions	\$1,815.47	\$0.00	\$0.00	\$0.00	\$3.03
<b>Subtotal of Account Type: Liability</b>	<b>\$33,656.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,538.13</b>
32300 - Unreserved Fund Balance	\$209,267.60	\$608.34	\$8,892.14	\$8,822.50	(\$818.49)
Net Increase/Decrease	\$85,388.45	\$0.00	(\$305.21)	(\$254.30)	(\$3,144.76)
<b>Subtotal of Account Type: Fund Balance/Retained Earnings</b>	<b>\$294,656.05</b>	<b>\$608.34</b>	<b>\$8,586.93</b>	<b>\$8,568.20</b>	<b>(\$3,963.25)</b>
<b>Subtotal of Account Group: Liabilities/Fund Balance</b>	<b>\$328,312.33</b>	<b>\$608.34</b>	<b>\$8,586.93</b>	<b>\$8,568.20</b>	<b>(\$2,425.12)</b>

**La Academia Dolores Huerta  
Balance Sheet Report  
as of November 30th, 2021**

24106	24146	24154	24189	24301	24305	24306	24308	25153	26204
\$136.63	(\$32,365.61)	\$0.00	(\$10,000.00)	(\$31,546.26)	(\$327.25)	(\$1,574.95)	\$0.00	\$27,490.84	\$8,455.13
(\$126.12)	\$32,375.65	(\$178.00)	\$10,000.00	\$31,574.51	\$327.25	\$1,574.95	(\$6,287.97)	\$2,387.64	(\$1,669.33)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>\$10.51</b>	<b>\$10.04</b>	<b>(\$178.00)</b>	<b>\$0.00</b>	<b>\$28.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$6,287.97)</b>	<b>\$29,878.48</b>	<b>\$6,785.80</b>
<b>\$10.51</b>	<b>\$10.04</b>	<b>(\$178.00)</b>	<b>\$0.00</b>	<b>\$28.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$6,287.97)</b>	<b>\$29,878.48</b>	<b>\$6,785.80</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	\$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
\$10.51	\$10.04	\$0.00	\$0.00	\$25.62	\$0.00	\$0.00	\$40.59	\$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	\$12.16	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65.23	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.25	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$214.61	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65.23	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.25	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.84	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$2.63	\$0.00	\$0.00	\$7.89	\$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	\$16.30	\$0.00	\$0.00
<b>\$10.51</b>	<b>\$10.04</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$813.35</b>	<b>\$0.00</b>	<b>\$0.00</b>
\$0.00	(\$54,365.24)	(\$162.03)	\$0.00	(\$5,163.35)	(\$111.07)	(\$1,396.39)	\$0.00	\$27,490.84	\$8,455.13
\$0.00	\$54,365.24	(\$15.97)	\$0.00	\$5,163.35	\$111.07	\$1,396.39	(\$7,101.32)	\$2,387.64	(\$1,669.33)
\$0.00	\$0.00	(\$178.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,101.32)	\$29,878.48	\$6,785.80
<b>\$10.51</b>	<b>\$10.04</b>	<b>(\$178.00)</b>	<b>\$0.00</b>	<b>\$28.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$6,287.97)</b>	<b>\$29,878.48</b>	<b>\$6,785.80</b>

**La Academia Dolores Huerta  
Balance Sheet Report  
as of November 30th, 2021**

27107	27109	28144	31200	31600	31701	31703	Total
\$0.00	\$2,680.46	\$6,803.72	(\$31,722.19)	\$37,521.81	\$103,111.40	\$4,210.00	\$8,844.18
\$0.00	(\$451.44)	\$0.00	\$7,756.68	\$776.06	\$3,496.48	\$0.00	\$499,236.59
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,210.00)	(\$4,210.00)
<b>\$0.00</b>	<b>\$2,229.02</b>	<b>\$6,803.72</b>	<b>(\$23,965.51)</b>	<b>\$38,297.87</b>	<b>\$106,607.88</b>	<b>\$0.00</b>	<b>\$503,870.77</b>
<b>\$0.00</b>	<b>\$2,229.02</b>	<b>\$6,803.72</b>	<b>(\$23,965.51)</b>	<b>\$38,297.87</b>	<b>\$106,607.88</b>	<b>\$0.00</b>	<b>\$503,870.77</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$818.53
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$657.98
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$665.32
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,113.08
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,905.49
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,446.94
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,774.55
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$414.98
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,456.25
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,774.55
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$414.98
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,227.57
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,549.24
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.30
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,834.80
<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>\$0.00</b>	<b>\$36,056.56</b>
(\$721.12)	\$2,626.50	\$6,803.72	(\$15,132.50)	\$37,839.45	\$110,935.58	\$0.00	\$343,871.61
\$721.12	(\$397.48)	\$0.00	(\$8,833.01)	\$458.42	(\$4,327.70)	\$0.00	\$123,942.60
<b>\$0.00</b>	<b>\$2,229.02</b>	<b>\$6,803.72</b>	<b>(\$23,965.51)</b>	<b>\$38,297.87</b>	<b>\$106,607.88</b>	<b>\$0.00</b>	<b>\$467,814.21</b>
<b>\$0.00</b>	<b>\$2,229.02</b>	<b>\$6,803.72</b>	<b>(\$23,965.51)</b>	<b>\$38,297.87</b>	<b>\$106,607.88</b>	<b>\$0.00</b>	<b>\$503,870.77</b>

# Principal's Report

Dec 9, 2021

## Current Enrollment:

Grade	Enrolled
6 <sup>th</sup>	27
7 <sup>th</sup>	24
8 <sup>th</sup>	18
<b>Total</b>	<b>69</b>

- Still have spaces available for all grades.

## LADH News:

- LADH had another break-ins/theft during the week of Thanksgiving break, Police reports have been made and insurance reports have all been filed. Instruments and computers along with other items belonging to Conjunto & Creative Media were taken.
- LADH will be implementing the Test-to-Stay program starting in the Spring 2022 semester.
- School Leaders Conference Call
  - See notes in Google File
- Finance Committee met on Thursday, Dec 9, 2021 (See Finance Report)

## Student Achievement/ Student News:

- Gabriel Rivera was awarded a/B Honor Roll for the month of December and Aleshka Rojas was awarded Student of the Month.
- We had a handful of students out who tested positive for COVID or were close contacts during the Thanksgiving break, however none of them had been on campus or near any LADH students during that time.

## Professional Learning Community (PLC):

- 3 Day Pd on Jan 3-5, 2022 will focus on 90 Day Plan reviews, Community Schools 101 and preparing for Spring portfolio reviews.
- An emergency instructional plan is being continually updated in case we have to switch to remote in a rush.

## Teacher/Staff News:

- Mr. Pedro Delgado, Conjunto & Creative Media, has resigned and will not be returning for the spring semester.
- We will be welcoming 2 new hires in January for the Spring Semester; Kelt Cooper, Soc. Studies and Ms. Sylvia Chavez, Community Outreach and Recruitment Liaison.

## Upcoming Events:

- Winter break, Dec 20, 2021 – Jan. 3, 2022.
- Illuminate MOY Testing will begin Dec. 13, 2021 for ELA & Math

## Fundraisers:

- Afterschool Snack Sales to support Student Activities.

## Community Collaboration:

- LADH has been collaborating with NMSU's ICAN nutrition classes and the Golf Program. They meet 1 day per week to present lessons and activities and students have been very receptive.
- LC Hispanic Chamber of Commerce providing volunteer opportunities and community involvement projects.
- NMSU Music Dept., Youth Orchestras @ NMSU, and Camerata del Sol After School Community Program
- Frank J. Papen Ctr (After School Program), CYFD



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PUBLIC EDUCATION DEPARTMENT  
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[www.ped.state.nm.us](http://www.ped.state.nm.us)

KURT STEINHAUS, Ed.D.  
SECRETARY OF EDUCATION, DESIGNATE

MICHELLE LUJAN GRISHAM  
GOVERNOR

October 27, 2021

**MEMORANDUM**

**TO:** Superintendents, Charter School Leaders and Tribal Education Directors

**FROM:** Vickie Bannerman, Ed.D. Deputy Secretary Identity, Equity, and Transformation Division

**RE:** HB 43: Black Education Act Training Requirements

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In accordance with House Bill (HB) 43 statutory language, each year all school personnel are required to successfully complete an online or in-person antiracism, racial awareness and sensitivity training or professional development approved by the department that addresses race, racism and racialized aggression, and demonstrates how to create and foster an equitable and culturally responsive learning environment for students.

In response to several requests received by Local Education Agency (LEA) /Charter Leaders, the Identity, Equity, and Transformation Division issued an October 5, 2021, memorandum which included a short list of training examples and local trainers currently offering content that could satisfy HB 43 training requirements. This memorandum provides clarification that the New Mexico Public Education Department (PED) is not requiring use of any individual or entity to provide these services.

LEA/Charter Leaders are able to choose aspects regarding how trainings are selected, whether trainings are selected or developed internally, how and by whom trainings are facilitated, and how much funding, if any, to dedicate towards the trainings. Statutory language prescribes the requirements regarding the content, frequency, participants, and approval requirements as generally referenced above.

LEAs/Charters that elect to work with an external individual, group, organization, or other entity, remain responsible for separately working through their respective Chief Procurement Officers and purchasing agents to identify the appropriate procurement method in accordance with the Procurement Code.

As a reminder, please submit your training plans and your updated policy language to me via email by or before November 30, 2021. You may do so using any format you choose keeping in mind the following:

**Training Plan**

- Title of training
- What the training will cover
- When you will facilitate
- Confirmation that all staff will participate

**Policy Language (district level)**

- Copy of the language, exactly as written, that will be in your handbooks as approved by your boards and informed by your stakeholders
- Copy of discipline matrix
- Date(s) of community meeting/public hearing(s)
- Location of meetings(s)/hearing(s) - must be held “in the high school attendance areas within each school district or on a district-wide basis for those school districts that have no high school” (HB 43/a, p. 9-10)

Thanks to each of you for your dedication to this work. Please continue to contact me with any questions you may or for any assistance you may need.

Yours in Partnership,

*Vickie Bannerman*

**Dr. Vickie C. Bannerman** | Deputy Cabinet Secretary  
Identity, Equity and Transformation  
300 Don Gaspar Ave. | Santa Fe, NM 87501  
C: (505) 660-8409 | Help Desk: (505) 827-5800  
Check us out here: <https://webnew.ped.state.nm.us/>



EQUITY • EXCELLENCE • RELEVANCE

## **La Academia Dolores Huerta**

### **Professional Development Policy**

All staff will be required to complete the assigned *Cultural Sensitivity, Awareness and Diversity* training annually within the first month of employment with La Academia Dolores Huerta or be able to provide proof that this training has been completed elsewhere within the current academic school year.

### **Training Plan**

Title: *Cultural Sensitivity, Awareness and Diversity*

Topics Covered:      Cultural Awareness  
                                 Discrimination/Racism  
                                 Diversity/Harassment  
                                 Reaching ALL Students  
                                 Motivation and Needs  
                                 Learning Environments  
                                 Microaggressions  
                                 Organizational Responsibility  
                                 Mindfulness

When:                    All staff will complete the training annually within the 1<sup>st</sup> month of school.

Participation:        ALL staff must participate and will be asked to provide a certificate of completion to the HR office.

## **Schoolwide Policies and Discipline Matrix**

## **Non-Discrimination Statement**

LADH is committed to providing a working and learning environment that is free from unlawful discrimination and harassment. The school prohibits discrimination and harassment based on an individual's age, ancestry, color, disability (mental or physical), marital status, national origin, race, religion (including religious accommodation), sex (actual or perceived, including pregnancy, childbirth, or related medical condition), sexual orientation, hairstyles/headaddresses, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics.

Harassment based on any of the above-protected categories is a form of unlawful discrimination and will not be tolerated by the school.

Harassment is intimidation or abusive behavior toward a student or employee that creates a hostile environment and can result in disciplinary action against the offending student or employee.

Harassing conduct may take many forms, including but not limited to, verbal remarks and name-calling, graphic and written statements, or and conduct that is threatening or humiliating.

This nondiscrimination policy covers admission or access to, or treatment or employment in, all school programs and activities

The school prohibits retaliation against anyone who files a complaint or who participates in a complaint investigation.

## **Bullying and Hazing Policy**

LADH is committed to providing a safe and civil learning and working environment. The school takes a strong position against bullying, hazing or any behavior that infringes on the safety or well-being of students, employees, or interferes with learning or teaching.

The school prohibits retaliatory behavior against anyone who files a complaint or who participates in the complaint investigation process. The policy applies to all other persons within the school’s jurisdiction.

The LADH bullying and hazing policy is written in accordance to federal, state and New Mexico law, which requires that all schools and all personnel promote mutual respect, tolerance, and acceptance among students and staff. —All students and staff of public primary, elementary, junior and senior high have the inalienable right to attend campuses, which are safe, secure and peaceful.

This policy shall encompass behaviors or actions that occur among students, school employees and associated adults. The policy is applicable in schools, at school-related activities and events, at school programs and activities, traveling to and from school, and all other areas of the school’s jurisdiction.

Bullying is defined as the deliberate antagonistic action or creation of a situation with the intent of inflicting emotional, physical, or psychological distress. The behavior may be a single or repeated act and may be electronic, indirect, non-verbal, psychological, sexual, social, physical or verbal.

Hazing is any method of initiation, pre-initiation, or rite of passage associated with actual or desired membership in a student organization or student body, whether or not the educational institution officially recognizes it.

**Cyber Bulling**

Cyber bullying is bullying that is conducted via electronic communication technology (e.g., texts, e-mails, blogs, and postings). A person who engages in cyber bullying at school or school-related activities and events is subject to disciplinary action even if the bullying occurred on a personal electronic device. Cyber bullying that occurs off-campus but compromises the safety or instructional environment of the school may fall under the school’s jurisdiction.

**Code of Conduct & Discipline Matrix**

The following LADH Code of Conduct has been adopted to protect and foster respect for the rights of LADH staff and students. The right to attend La Academia Dolores Huerta Charter School is not absolute. It is conditional on each student’s agreement to abide by the laws of the school community.

**IN SCHOOL SUSPENSION (ISS)**

All in school suspensions will be scheduled at the discretion of the disciplinary team. All suspensions are reported and tracked in the student’s permanent school records.

**OUT-OF-SCHOOL SUSPENSION (OSS)**

Students who are suspended from La Academia Dolores Huerta Charter School are prohibited from being on the campus or in attendance at any school activity or event for the duration of their suspension.  
 A parent meeting to develop or review a behavior plan/contract must occur prior to the student returning to school.  
 Students are required to maintain contact with their advisor and continue academic coursework during suspension.

**OSS WITH HEARING (OSSH)**

It is the Head Administrator’s discretion to recommend a hearing for student habitual behavior. Expulsion from La Academia Dolores Huerta will be decided in collaboration with the Governing Council, Head Administrator, Parent and Student.

\*Disciplinary action may result in the loss of privileges to attend scheduled trips or events.

\*\*LADH has a no-restraint safety policy. If a student becomes violent on campus or is in need of immediate removal due to safety concerns, the parent will be notified and the local police department will be dispatched immediately.

\*\*\*If an incident is considered exceptionally flagrant, then a higher consequence, including but not limited to a disciplinary hearing, may be warranted. In some cases with Level III infractions, a Class III citation & possible criminal charges maybe warranted. In both cases administrative discretion will be exercised.

**Level III**

• A Class III citation & possible criminal charges maybe warranted

<b>Behavior</b>	<b>1st Offense</b>	<b>2nd Offense*</b>	<b>3rd Offense**</b>
Arson	10 days OSSH		
Assault (physical action with intent to do harm)	10 days OSSH		
Assault (verbal) of a staff member or student (including intimidating or threatening remarks and/or directed profanity)	4 days OSS	10 OSSH	
Bomb Threats / False Alarms / Explosives or (possession of)	10 days OSSH		

Fighting (pushing, hitting physical action with intent to resolve conflict)	4 days OSS, mediation, Behavior Contract	10 days OSSH	
Gang Related Activity	4 days OSS, Behavior Contract,	10 days OSSH	
Severe Disruptive Conduct	10 days OSSH		
Harassment / Bullying (Physical, racial, verbal, electronic intimidation)	2 Days OSS, Parent Meeting, and assigned mentorship or research	4 days OSS, Behavior Contract	10 days OSSH
Intentional tampering / damage to computers / network resulting in loss of data and / or disruption of network operations	10 days OSSH, isolation from network and all systems and restitution, Behavior Contract		
Making a false 911 call	5-10 days OSS, possible hearing		
Possession / use of tobacco products, at school or school sponsored event including possession or use of electronic cigarettes.	2 days ISS	1 day OSS, and CS and research assigned	4 days OSSH
Personal substance abuse (in possession, consuming, soliciting, selling, distributing, or under the influence of; alcohol, drugs, look-a-likes or other controlled substances including OTC drugs and prescription drugs) or possession of paraphernalia.	4 days OSS, Behavior Contract	10 days OSSH	
Sexual Harassment / Misconduct	4 days OSS pending investigation, Behavior Contract	10 days OSSH	
Theft / Extortion	2 days ISS	4 days OSS, Behavior Contract, possible restitution	10 days OSSH pending hearing, possible restitution
Vandalism (involved in altering, defacing or destroying school or private property, including technology)	1 day CS, possible restitution	4 days OSS, loss of privileges, and possible restitution	10 days OSSH pending hearing, restitution, loss of privileges

Possession of Weapons

10 days OSSH

**La Academia Dolores Huerta administration can activate immediate dispatch of the local police department for all Level III offenses.**