

CSD Analysis

Meeting Mission

The school received a rating of Meets (or Exceeds) Standard for the Mission Specific Goals indicator in 2020-2021.

Academic Performance

The ASK Academy's overall performance in 2018-2019 was 62 out of a possible 100. This earned the school a Spotlight Designation meaning their overall score was in the top 25% of schools in New Mexico.

Financial Audits

Findings include the ASK Academy Foundation

Audit Year	# of Findings	# of Repeat Findings	# of Material Weaknesses and Significant Deficiencies
FY21	1 (foundation)	0	0
FY20	1	0	1
FY19	1	0	0

Organizational Performance

The ASK Academy (Attitude, Skills & Knowledge)	2020-2021
Category I. Academic Performance Framework	
<u>Indicator 1</u> Components of School Accountability System	Unable to Review - COVID
<u>Indicator 2</u> Subgroup Performance	Unable to Review - COVID
<u>Indicator 3</u> Mission Specific Goals	Meets (or Exceeds) Standard
Category II. Organizational Performance Framework	
<u>Indicator 1a</u> Educational Program: mission and educational program of approved charter application	Meets (or Exceeds) Standard
<u>Indicator 1b</u> Educational Program: state assessment requirements	Unable to Review - COVID
<u>Indicator 1c</u> Educational Program: protecting the rights of students with disabilities	Meets (or Exceeds) Standard
<u>Indicator 1d</u> Educational Program: protecting the rights of English Language Learners	Meets (or Exceeds) Standard
<u>Indicator 1e</u> Educational Program: meeting program requirements for all PED and federal grant programs	ASSURANCES
<u>Indicator 1f</u> Educational Program: NM DASH Plan	Not Applicable
<u>Indicator 2a</u> Financial Mgmt & Oversight: meeting financial reporting and compliance requirements	Working to Meet Standard
<u>Indicator 2b</u> Financial Mgmt & Oversight: following generally accepted accounting principles	Does Not Meet Standard
<u>Indicator 2c</u> Financial Mgmt & Oversight: responsive to audit findings	Meets (or Exceeds) Standard
<u>Indicator 2d</u> Financial Mgmt & Oversight: managing grant funds responsibility	Meets (or Exceeds) Standard
<u>Indicator 2e</u> Financial Mgmt & Oversight: staffing to ensure proper fiscal management	Meets (or Exceeds) Standard
<u>Indicator 2f</u> Financial Mgmt & Oversight: meeting obligations timely / appropriate internal controls	Working to Meet Standard
<u>Indicator 3a</u> Governance & Reporting: complying with governance requirements	Meets (or Exceeds) Standard
<u>Indicator 3b</u> Governance & Reporting: complying with nepotism and conflict of interest requirements	ASSURANCES
<u>Indicator 3c</u> Governance & Reporting: meeting obligations timely / appropriate internal controls	ASSURANCES
<u>Indicator 4a</u> Students & Employees: protecting the rights of all students	ASSURANCES
<u>Indicator 4b</u> Students & Employees: attendance, retention, and recurrent enrollment	Meets (or Exceeds) Standard
<u>Indicator 4c</u> Students & Employees: meeting teacher and other staff credentialing requirements	Meets (or Exceeds) Standard
<u>Indicator 4d</u> Students & Employees: respecting employee rights	ASSURANCES
<u>Indicator 4e</u> Students & Employees: completing required background checks / reporting ethical violations	ASSURANCES
<u>Indicator 5a</u> School Environment: complying with facilities requirements	ASSURANCES
<u>Indicator 5b</u> School Environment: complying with transportation requirements	ASSURANCES
<u>Indicator 5c</u> School Environment: complying with health and safety requirements	ASSURANCES
<u>Indicator 5d</u> School Environment: handling information appropriately	ASSURANCES
Category III. Financial Performance Framework	
Self-Assessment Survey completed and signed by Head Admin, SBO, and Finance Chair	Not Applicable

Organizational Performance Continued

The ASK Academy	2016-2017	2017-2018	2018-2019
Category I. Academic Performance Framework			
I-A.00 NM A-F School Grading System	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	62.29 Points (Spotlight)
I-A.01 Required Academic Performance Indicators	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
I-A.02 Optional Supplemental Indicators (school specific items in charter)	Not Applicable	Not Applicable	Not Applicable
Category II. Financial Performance Framework			
Self-Assessment Survey completed and signed by Head Admin, SBO, and Finance Chair	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Category III. Organizational Performance Framework			
III-A.00 Educational Plan: material terms of the approved charter application	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
III-A.01 Education Plan: applicable education requirements	Working to Meet Standard	Working to Meet Standard	Meets (or Exceeds) Standard
III-A.02 Education Plan: protecting the rights of all students	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
III-A.03 Educational Plan: protecting the rights of students with special needs (IDEA, 504, gifted)	Working to Meet Standard	Working to Meet Standard	Meets (or Exceeds) Standard
III-A.04 Educational Plan: protecting the rights of English Language Learners (Title III)	Falls Far Below (or Does Not Meet)	Working to Meet Standard	Working to Meet Standard
III-A.05 Educational Plan: complying with the compulsory attendance laws	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
III-A.06 Educational Plan: meet their recurrent enrollment goals	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
IV-A.00 Business Management & Oversight: meeting financial reporting and compliance requirements	Working to Meet Standard	Working to Meet Standard	Falls Far Below (or Does Not Meet)
IV-A.01 Business Management & Oversight: following generally accepted accounting principles	Working to Meet Standard	Meets (or Exceeds) Standard	Working to Meet Standard
V-A.00 Governance and Reporting: complying with governance requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
V-A.01 Governance and Reporting: holding management accountable	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
VI-A.00 Employees: meeting teacher and other staff credentialing requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Working to Meet Standard
VI-A.01 Employees: respecting employee rights	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Working to Meet Standard
VI-A.02 Employees: completing required background checks	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
VI-A.03 4d. General Info: Staff Turnover, if applicable			Meets (or Exceeds) Standard
VII-A.00 School Environment: complying with facilities requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
VII-A.01 School Environment: complying with health and safety requirements	Meets (or Exceeds) Standard	Working to Meet Standard	Meets (or Exceeds) Standard
VII-A.02 School Environment: handling information appropriately	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Category: Organizational Performance Framework			
School Specific Terms: data on any terms specified in the school's Performance Framework	Not Applicable	Not Applicable	Not Applicable

**PUBLIC
EDUCATION
COMMISSION**

Enrollment Cap Amendment Request Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [The ASK Academy Charter], hereafter the School, effective [1] of [July], [2020]. The School was approved for a [5 YEAR TERM] Charter Contract.

The School's Charter Contract currently states:

ENROLLMENT CAP:

600

AUTHORIZED GRADE LEVELS:

6-12

The School requests consideration from the Public Education Commission (PEC) to change the terms of its Charter Contract, Section 4 (3), as follows:

PROPOSED ENROLLMENT CAP:

850

ENROLLMENT CHANGE: ☒ INCREASE ☐ DECREASE

The School's Enrollment Cap amendment request is hereby submitted by [Dr. Alexandra Boyd] on [March 11, 2022], and affirms the school meets the following eligibility criteria:

- ☒ The school must confer with the PEC to convert to the 2019 contract template within 30 days of a vote on this request;
- ☒ The school's governing board is in compliance with all reporting requirements; and
- ☒ In the prior three (3) years, the school has:
 - Received no lower than a "C" letter grade on the state report card (applicable for SY18 and prior) AND received no lower than the top 75% academic designation on the NM System of School Support and Accountability (applicable for SY19 and forward);
 - Received an overall academic tier rating of Tier 1 or Tier 2 on the school's PEC approved Academic Performance Framework, for years in which a PEC Tier Level is available; and
 - Has not had its board of finance revoked.
- ☒ If the fiscal year has started or will start prior to the request being considered by the PEC, the amendment request will be effective only in the subsequent fiscal year



Charter School Representative Signature

3/11/22

Date

The School's Enrollment Cap amendment request was reviewed and voted upon by the Public Education Commission and is hereby:

☐ APPROVED

☐ DENIED

Chair, Public Education Commission

Date



A New Mexico Public Charter School

The ASK Academy

21st Century Design Thinking

Governing Council Meeting

The ASK Academy
GC Meeting
Zoom Video Conference Call

Open & Closed Sessions
March 10, 2022
6:30pm

Minutes

Attendance:

Present	Board Members	Title
X	Mr. Michael Smith	Chair
X	Dr. Denise Gonzales	Vice Chair
	Michael Malloy	Secretary
	Jeanne Forrester	Director
X	Lindsey Bomke	Director
X	Andrew Bartkus	Director
X	Tonya Ross	Director
ASK Academy Members		
X	Dr. Alexandra Boyd	Chief Executive Officer
X	Constance Castilleja	Chief Operations Officer
X	Edward Garcia	HS Principal
X	Kimberlee Peña-Hanson	MS Principal
X	Mackenzie Woods	Business Admin. Assistant
X	Ashley Woodard-Storey	Business Manager
X	Cheryl Kemnitz	Parent Support Committee
X	Carol Donlin	Project Manager, MS Mathematics
X	Scholars	Hannah Hanes, Kaleb Hanes, Steven Harper

- I. **Call to Order** – call to order at 6:32 pm.
 - a. Vice Chair Denise Gonzales and Director Tonya Ross joined the meeting at 6:35 pm.
- II. **Establishment of Quorum** – established in the introductions.
- III. **Pledge of Allegiance.**
- IV. **Public Comment** – none.
- V. **Meet the Project Manager: Mrs. Carol Donlin, Middle School Mathematics**
 - a. Ms. Kimberlee Peña-Hanson introduces Project Manager, Ms. Carol Donlin. She teaches 6th grade mathematics. She has been a Project Manager at ASK since the first 6th grade class came on. She has taught most of the scholars in the entire school, including all scholars in the graduating class.
 - b. Ms. Donlin is also a scout master/eagle scout mentor herself. She goes into detail about what the journey to Eagle Scouting means and what it encompasses for the individual. It can take 2-6 years (most in about 5 years) after beginning the journey, which begins around 6th grade for most individuals.
- VI. **Scholar Presentation: ASK Scholar awarded Eagle Scout (Steven Harper), HS Eagle Scouts (Hannah & Kaleb Hanes)**
 - a. Ms. Donlin introduces Steven Harper, ASK scholar and new Eagle Scout. His Eagle Scout project was sensory learning kits – fidgets, calming balls, wiggle boards (for your feet). His project took more than 250 hours, he raised and spent \$1,500 for the project, he has 28 merit badges, and he will be presented with the Eagle medal and patch in May 2022.
 - b. Mr. Steven Harper introduces himself and expresses his gratitude to the ASK community. Sensory disorders (ADD, ADHD, Autism spectrum) can make attending classes difficult, so he wanted to create the sensory learning kits to help combat those difficulties. The kits are meant to help ease the nerves and support.
 - c. Ms. Donlin points out that everything in the kit is easily washable/sanitized so that they can be safely used by multiple people.
 - d. Mrs. Connie Castilleja and Dr. Alexandra Boyd praise Steven for his poise, hard work, growth, and communication skills.
 - e. Mr. Edward Garcia introduces Hannah Hanes, sophomore at The ASK Academy. Her Eagle Scout project was to develop 100 handmade blankets for the Ronald McDonald House. Miss Hanes is one of a very select group of female Eagle Scouts.
 - f. Mr. Edward Garcia introduces Kaleb Hanes, senior at The ASK Academy. He is going to New Mexico Tech next fall. His Eagle Scout project was to lead peers through 3D printing of ear protectors for medical personnel. During the time of his project there was a shortage of PPE (during the pandemic), and this project allowed him to utilize his passion of 3D printing and support medical personnel.
 - g. Any questions/comments for the scholars?
 - i. Director Bartkus congratulates the scholars on their 3 projects.

- ii. Chair Smith reiterates how proud we are of the scholars and the project managers/leadership that has supported them.
- iii. Dr. Alexandra Boyd highlights how proud she is of the scholars.
- iv. Director Ross asks what Kaleb's plans are for NM Tech and the future? He would like to study mechanical engineering.

VII. Consent Agenda – Director Bartkus moves to accept the consent agenda as presented, and Vice Chair Gonzales seconds the motion. Vote 5-0 to approve the consent agenda as presented.

Any questions or comments about the consent agenda?

- Director Bomke and Director Bartkus point out that the line is in the green (yay), and that there is exciting legislative updates.
- Ms. Ashley Woodard-Storey provides an update for the board.
- Reimbursement requests are beginning to come in, however there is still about 100K in outstanding reimbursement requests. There are two BARs for approval this month. There is an initial budget BAR for the NM Schools COVID Testing Grant, and there is an operational increase BAR for the 1% ERB distribution. (The employer's rate on NMERB increased this year, additional funding is being provided.)
- Legislative Update:
 - 7% raise total – 3% for this year is only a 3% raise on what an employee would earn in the 4th quarter.
 - 4% raise for next year's budget, 4% for all staff, and new level minimums for teachers:
 - 41k increased to 50k
 - 50k increased to 60k
 - 60k increased to 70k
 - Increases to Asst. Principal and Principal minimums
 - Minimum wage for all staff is now at \$15/hour
 - NMERB increased to 2% on the employer side, and 2024 it will be increased by an additional 1%
 - Medical High Option has increased by 6%, and low is increased by 3.2%
- Unit value will be provided at Spring Budget Workshop during the week of April 8th
- Budget due date is end of May.
- Audit:
 - For the first time in school history, the school received zero audit findings!
 - The foundation received 1 audit finding (other matters). The finding was due to the debt ratio.
 - Capital Assets – the wall and access controls are now included.

VIII. Reports, Discussion and Possible Action

a. Chair Update – Chair Smith

- i. No update currently. A reminder to finish up the board training if you have not already done so.

b. Facility Financing Update – Mrs. Constance Castilleja

- i. Talks are continuing with several banks. An informal approval by NM Finance Authority for 1.8 million towards the new building. We're waiting on final proposals from Main Bank, Ziegler, and another local bank has recently been suggested. The net will be widened even further so that we can secure the best rates. Hopefully at the next board meeting there will be solid proposals to be presented to the board. We certainly want to secure the best possible rates, and avoid any potential hikes.
- ii. Any questions or comments?
- c. **Legislative Update – Mrs. Constance Castilleja**
 - i. Good News
 - 1. Capital Outlay Bill was signed by the Governor yesterday, 275K towards construction. No line-item vetoes on our projects so that was great.
 - ii. Bad News
 - 1. The junior bill (SB48) was one we had a pretty big stake in, it would have funded Project Lead The Way and give recurring money for years beyond. The governor vetoed the entire bill. It is likely to resurface in a special session if one is called.
 - iii. Any questions or comments?
 - 1. Chair Smith points out that there is going to be a lot of money moving this year.

d. PEC Amendment – Mrs. Constance Castilleja

- i. **Enrollment Cap Increase** – Current cap is 600, the new cap would be 850. The projections represent manageable growth by the administration—averaging a 70 scholar increase per year for the next four school years. The additional staffing needed is about 1 teacher FTE per 25 additional scholars. We don't anticipate needing to spend additional money to advertise and recruit, as the middle school wait lists are already quite lengthy each year. After the first year increase of 81 middle school seats, the rest of the growth will come through matriculation. All support positions will be increased at a rate of approximately 15% per year, including adding positions in Special Education and Counseling as needed.
 - 1. Any questions/comments?
 - 2. Vice Chair Gonzales mentions the student flow in regards to the pickup and drop-off parking? She also mentions the space with the Boys & Girls Club lot and the lot even more west of the school property. The administration is looking at staggered start/ending times during construction, as well as overflow parking on these adjacent properties.
- ii. **Vice Chair Gonzales moves to approve the enrollment cap to 850, and Director Bartkus seconds the motion. Vote 5-0 to approve the enrollment cap increase as presented.**
- iii. **6th Grade Schedule** – Right now 6th grade exceeds 1080 hours per school year. The minimum for a 6th grader is 990 hours per school year. If we amended the 6th grade schedule to end an hour earlier, that could free up the pickup space and enable them to have support/near peer tutoring after school during that

extra time. Other specials would also be able to be offered during that extra hour at the end of the day after school.

- iv. Vice Chair Gonzales agrees that this could be a great idea. She recommends putting it to the Parent Support Committee so that they could garner ideas and feedback.

e. **Calendar 2022-2023 – Dr. Alexandra Boyd**

- i. Dr. Alexandra Boyd shares her screen and talks through the updates and changes to the proposed calendar for next year.
- ii. This draft calendar is subject to change depending on budget issues as they arise. ELTP days have been added for each quarter.
- iii. Any questions or comments?
- iv. **Chair Bomke moves to approve the 2022-2023 calendar as presented, and Vice Chair Gonzales seconds the motion. Vote 5-0 to approve the 2022-2023 calendar as presented.**

f. **CEO Update – Dr. Alexandra Boyd**

- i. Celebrations
 - 1. Eagle Scouts
 - 2. Near Peer Tutoring has begun
 - 3. Two 8th Grade Scholars have won cash prizes in NM poster contest
 - 4. Assessments
 - 5. HOSA Competition – 1st 2nd and 3rd place awards
 - 6. 3/31/22 Spring Fling Dance
 - 7. National Merit Scholar – Timothy Bautista
 - 8. VEX Robotics Competition, and hoping to be invited to the Worlds Competition
- ii. Strategic Planning going well.
- iii. Parent Support Committee is a huge support to our staff. Ms. Kemnitz and her team always show appreciation and support for our staff.
- iv. No new information for staffing updates.
- v. Milestone recognition for staff members – 5 year and 10 year celebrations.
- vi. Reflections on academic performance – Dr. Boyd screenshares.
- vii. Organizational framework indicators – 120th day data submission made to the state. Ms. Sharon Abeyta is doing a great job and has learned and grown so quickly this year.
- viii. Clean audit! And the green line over the red line!
- ix. A difference of ~3 students withdrawing from ASK with the updated enrollment count.
- x. Communication – Rio Rancho Chamber of Commerce visited ASK's campus, the ASK lottery will be held via Zoom tomorrow, emails being sent out to families, continuing to network and support.
- xi. Any questions or comments?

IX. **Closed Session – Limited Personnel Matters, NM Stat 10-15-1[H][2]**

- a. **Chair Smith moves to go into Closed Session for Limited Personnel Matters, reading NM Stat 10-15-1[H][2]. Gonzales seconds the motion. Vote 5-0 to approve the motion to go into closed session.**
- b. Closed session begins at 8:05 pm.
- c. **Chair Smith moves to return to Open Session at 8:25 pm, and Bomke seconds the motion. Vote 5-0 to approve the motion to return to open session. Chair Smith states nothing was discussed during closed session outside of Limited Personnel issues and no action is needed from the closed session.**

X. **Action Items from Closed Session - none**

XI. **Announcements**

- a. The next regular GC meeting will be on April 14, 2022.
- b. Governing Council Trainings

XII. **Adjournment** – the meeting is adjourned at 8:30 pm



A New Mexico Public Charter School
The ASK Academy
21st Century Design Thinking

Enrollment Cap Amendment Request Narrative

Attach a narrative that responds to the following prompts:

- ☐ (Decrease and Increase) Describe the rationale for this request.
 - ASK has carried a wait list of 150-300 students every year since moving into our new facility in 2016. The facility sits on over six acres of land with the main building housing 500 students, and the Sixth Grade Academy with 100 students. The current buildings and parking lot cover three acres, with 3 ½ vacant acres for future growth and development. We believe the time to expand is now, with low interest rates, significant equity in our property, steady enrollment and consistent wait lists.
- ☐ (Increase Only) Provide a detailed staffing plan consistent with each Staffing Chart submitted with this request. Describe how the staffing (administrative, instructional, and non-instructional), enrollment, and target population needs will be addressed by the following processes:
 - **Recruitment:** We will initially expand the seats in 6th, 7th, 8th grade to 125 students where we have the highest wait lists. Ongoing, manageable growth will be on average 70 students per year. We have experienced minimal staffing shortages. We believe that is because ASK is a good place to work and teach.
 - **Hiring:** This growth will require 1 additional teaching FTE for every 25 student increase. This is very manageable, growing at roughly 15% per year. We recently increased to two principals, one at high school, one at middle school, so we don't believe full growth will require increases in administration. Non-instructional staff will likely require an additional special education teacher and counselor as we expand to full growth.
 - **Training:** ASK provides 20-30 hours of staff development per year. We believe this contributes to consistent teaching in project-based learning, a positive, supportive culture for staff and students, and low staff turnover and high student retention.
- ☐ If changes to staffing are not needed, provide an explanation.

- ☐ (Increase Only) Provide a detailed description of how the Charter school will meet the enrollment targets identified in each Enrollment Matrix submitted. Include the following:
 - A plan for meeting targets: We will expand the seats in 6th, 7th and 8th grade (our largest wait lists) by 25 students each, for total, manageable growth of on average 70 students per year. Additional recruitment is not expected to be necessary since we have an unmet need. ASK hosts Learning Walks several times a year for prospective students and their families to tour the Academy, ask questions and observe the learning environment. Through these walks 100's of families have toured the Academy to determine if ASK is a good fit for their student(s).
 - Necessary advertising and/or promotion to meet the targets: Consistent wait lists at 6th, 7th and 8th grade will likely make advertising or promotion unnecessary.
 - Number of returning students: See Enrollment Matrix
 - Anticipated new student enrollment: 50 new 6th, 7th and 8th grade students in FY23. Ongoing growth will be through matriculation.
- ☐ (Increase Only) Identify the concrete resources, if any, needed for implementation. Consider the changes needed to curriculum, assessment, and instruction to implement this request. Provide the rationale for your response. If the response indicates that resources are not needed to implement the request, explain why.
 - All resources will increase by 15% per year to meet the increased number of students and staff being served.
- ☐ (Decrease Only) An explanation of how the decrease will not displace any currently enrolled students, who are eligible to return in the next school year. If the current enrollment is higher than the proposed enrollment, a phase out plan that ensures the decrease will not displace any currently enrolled students, who are eligible to return in the next school year.

Occupancy Documentation (Increase Only)

For the proposed facility, clearly label and provide the following documents:

- ☐ Documentation of the capacity load of the facility to document capacity that can sustain projected growth in enrollment. Hand-drawn images will not be accepted.
 - Preliminary floor plans for an e-occupancy building, elevations and site plans are attached. Building occupancy load is 534, well exceeding the requirement for the proposed 250 students and 15 staff members.

☐ If an additional facility will be utilized:

- A Certificate of Occupancy, approved for educational use; *OR* An assurance that the school will not occupy any space until the school possesses a Certificate of Occupancy and provides the same to the PEC;
 - **ASK will not occupy any space until the school possesses a Certificate of Occupancy and provides the same to the PEC.**
- NMCI letter from the PSFA; *OR* An assurance that the school will not occupy any space until the school possesses a NMCI letter from the PSFA and provides the same to the PEC;
 - **ASK will not occupy any space until the school possesses a NMCI letter from the PSFA and provides the same to the PEC.**
- Documentation of the capacity load of the facility to document capacity that can sustain enrollment requested (hand-drawn images will not be accepted) ; *OR* An assurance that the school will not occupy any space that does not have a sufficient capacity load to sustain the enrollment requested and provides documentation of the capacity load to the PEC; and
 - **ASK school will not occupy any space that does not have a sufficient capacity load to sustain the enrollment requested and provides documentation of the capacity load to the PEC.**
- Proposed lease (as relevant), lease purchase agreement (as relevant), or purchase contract (as relevant) and an affidavit verifying compliance with legal requirements of Section 22-8B-4.2 NMSA 1978; *OR* An assurance that the school will not occupy any space that does not meet the ownership and leasing requirements of Section 22-8B-4.2 NMSA 1978.
 - **ASK will not occupy any space that does not meet the ownership and leasing requirements of Section 22-8B-4.2 NMSA 1978.**

Additional Information (Increase Only)

Attach each of the following documents:

☐ Enrollment Matrix

- Detail the current and targeted number of students served per grade for the subsequent three Fiscal Years. **See attached.**

☐ Staffing Chart

- Identify the current and anticipated staffing information for the subsequent three Fiscal Years. **See attached.**

The ASK Academy
Enrollment Projections 2021-27

School Year	21-22	22-23	23-24	24-25	25-26	26-27
6th Grade	111	125	150	150	150	150
7th Grade	114	125	125	150	150	150
8th Grade	99	125	125	125	150	150
9th Grade	77	105	115	115	128	128
10th Grade	59	65	97	98	108	108
11th Grade	63	48	55	83	84	84
12th Grade	41	52	41	47	71	71
Total	564	645	708	768	841	841

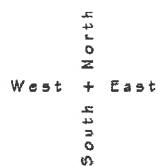
15% Attrition Rate

The ASK Academy
Staffing Chart 2021-27

School Year	21-22	22-23	23-24	24-25	25-26	26-27
Student Enrollment	564	645	708	768	841	841

Administration	FTE	FTE	FTE	FTE	FTE	FTE
CEO	1.00	1.00	1.00	1.00	1.00	1.00
COO	1.00	1.00	1.00	1.00	1.00	1.00
Director of SP ED	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Director of Sp Ed	1.00	1.00	1.50	1.50	2.00	2.00
HS Principal	1.00	1.00	1.00	1.00	1.00	1.00
MS Principal	1.00	1.00	1.00	1.00	1.00	1.00
	6.00	6.00	6.50	6.50	7.00	7.00
Instructional Staff						
HS Instructors	15.50	15.50	16.50	16.50	17.50	18.50
MS Instructors	20.00	19.00	20.00	21.00	22.00	22.00
Long Term Substitutes	7.00	7.00	7.00	7.00	7.00	7.00
	42.50	41.50	43.50	44.50	46.50	47.50

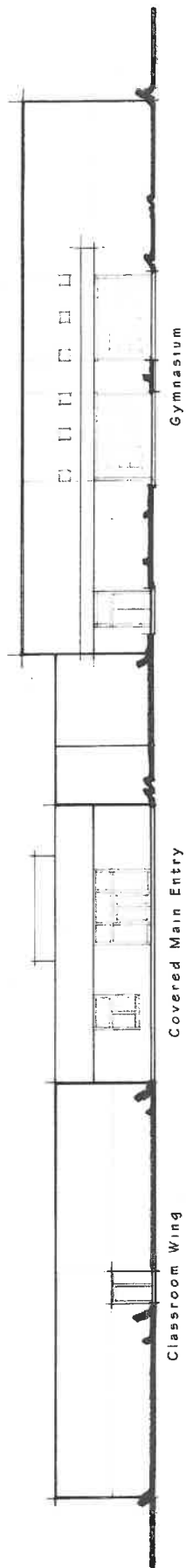
Support Staff						
Receptionist	1.00	1.00	1.00	1.00	1.00	1.00
Business Admin. Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Registrar/STARS Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Social Worker	2.00	2.00	2.00	2.00	2.00	2.00
Counselor	1.00	1.00	1.00	1.00	2.00	2.00
Day Custodian	1.00	1.00	1.00	1.00	1.00	1.00
Night Custodian		1.00	1.00	1.00	1.00	1.00
	7.00	8.00	8.00	8.00	9.00	9.00


$$I^{\text{R}} = 20^{\circ} - 0^{\circ}$$

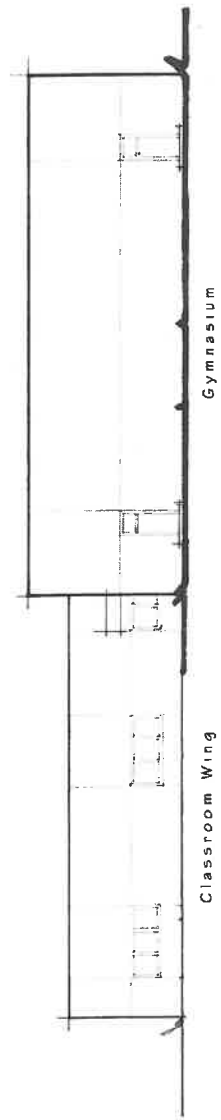
August 26, 2021

Gross Square Footage - 26,350

Building Occupant Load - 534

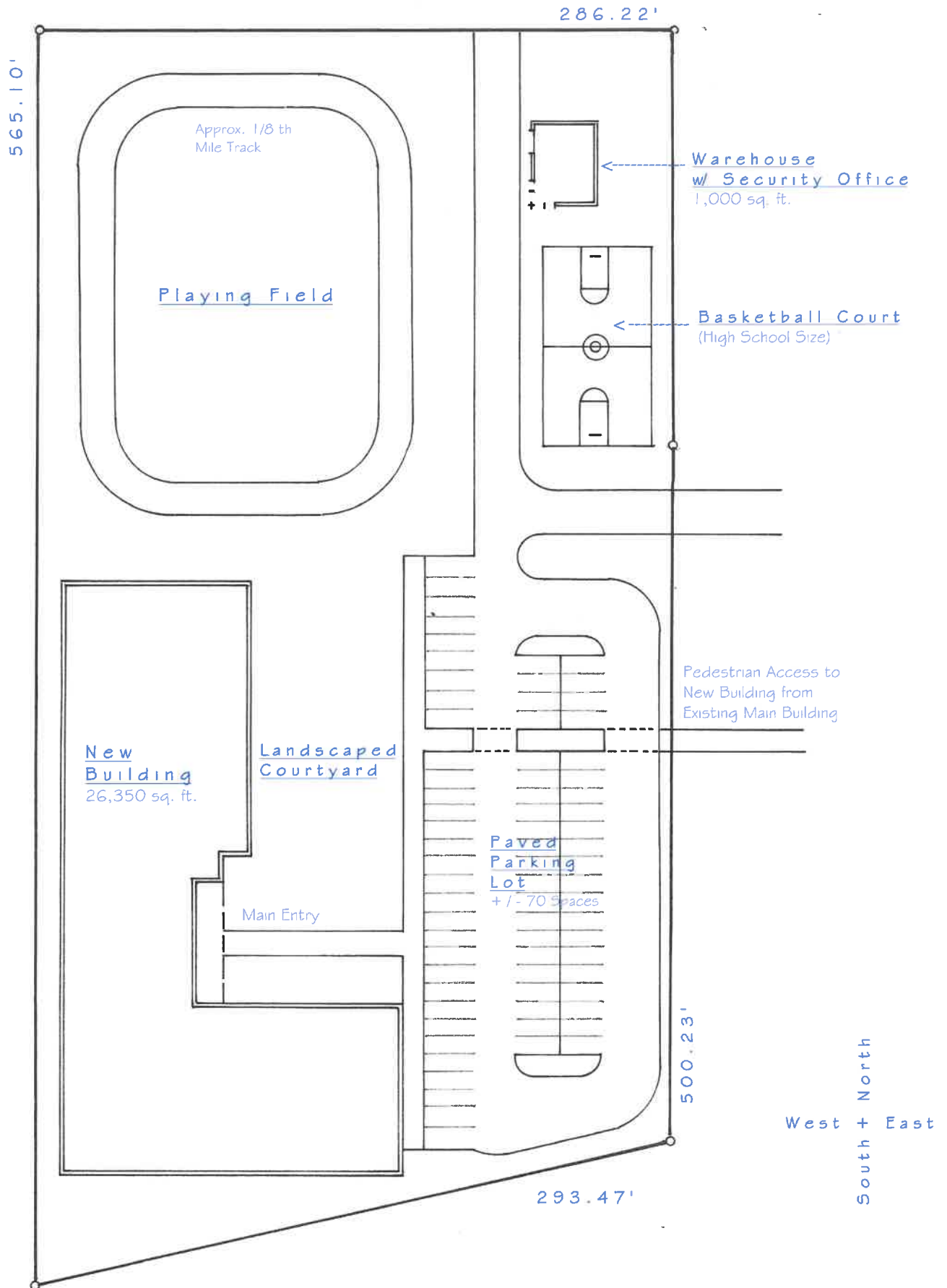


Preliminary East Exterior Elevation
 1" = 20' - 0"
 August 26, 2021
 ASK Academy



Preliminary North Exterior Elevation

Sundt Road N.E.



Preliminary Site Plan - Tract 2-A-1
1" = 60' - 0" Revised September 17, 2021

Ask Academy

**State of New Mexico
Public School Facilities Authority**



Robert A. Gorrell,
Director

Santa Fe Office
401 Don Gaspar Ave
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(505) 843-9681 (Fax)

TO: Daniel Barbour, General Manager (Principal), ASK Academy
THROUGH: Martica Casias, Planning & Design Manager
DATE: March 9, 2015
Re: Facility Assessment: 4550 Sundt Location

We utilized the Construction Documents and the charter cap of 600 students to ascertain the wNMCI for the proposed site at 4550 Sundt for the ASK Academy. The review also included an adequacy analysis as it pertains to Charter Schools.

Background

The ASK Academy is a state charter school. Their emphasis is on science, technology, engineering and mathematics (STEM) curricula to create a new learning culture through project-based learning experiences.

Facility Description

The ASK Academy plans to locate in a newly constructed facility designed to meet their needs once construction is complete.

Adequacy Analysis

The Public School Capital Outlay Council has waived many of the requirements of the Statewide Adequacy Standards for charter schools in recognition of the fact that charter schools, by their very nature, deliver education in a non-traditional manner. As such, this analysis is based only on those areas of the Standards that have not been waived.

General Requirements

Refer to the attached Executive Summary for the ASK Academy.

Academic Classrooms

The following chart indicates the minimum net square footage per student per grade level required for an adequate general classroom.

GRADE LEVEL	REQUIRED NET SQUARE FT./STUDENT
Kindergarten	50
1 st Grade – 5 th Grade	32
6 th Grade – 8 th Grade	28
9 th Grade – 12 th Grade	25

Total required classroom area for your school based on proposed number of students (600) is 15,600 gsf; actual provided classroom area is 21, 612 gsf,

weighted New Mexico Condition Index (wNMCI)

The current average wNMCI for all Public Schools, including charter schools, in New Mexico is: 18.95%

The wNMCI for your proposed school facility is: 0.00% (lower is better)

CONCLUSION

This facility is designed for the needs of the ASK Academy and to meet the requirements of an Educational Occupancy.



Martica Casias
Planning & Design Manager
Public School Facilities Authority



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

High Level Overview

General Information

Location:	Rio Rancho, NM 87124	Ed. Adequacy Model:	Charter School Educational Adequacy
School Type:	High	Ed. Adequacy CCI:	100.00%
School Category:	Charter	School CCI City:	RSMEANS2014:US_NM_ALBUQUERQ, UE

NMCI Statistics

Number of Students:	600	Number of Buildings:	1
Growth Factor:	1.00	Number of Portables:	0
Total Gross Square Feet:	37,817	Building Square Feet:	37,817
Site Size (Acres):	0.00	Portable Square Feet:	0

NMCI School Metrics

Replacement Cost:	\$6,689,231	Unweighted Repair Cost:	\$0
Weighted Repair Cost:	\$0	Unweighted Educational Adequacy Cost:	\$0
Weighted Educational Adequacy Cost:	\$0	Total Unweighted Cost:	\$0
Total Weighted Cost:	\$0	Unweighted NMCI Score:	0.00
Weighted NMCI Score:	0.00		

NMCI Facility History

Last Assessment Date:	-	Previous Award, Yes or No, Year if Yes:	No
Closed:	No		



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

Facility Description

-



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

Asset Level Summary

Building Name	Cost Model	Repair Cost (Unweighted)	Repair Cost (Weighted)	Year Built	Size	Type	Use
Main Building (2015)	High School Building	\$0	\$0	2007	37,817	Building	Educational
Site	High School Site	\$0	\$0	2007	37,817	Building	Site
Building Totals		\$0	\$0				
Educational Adequacy Need	Charter School Educational Adequacy	\$0	\$0				
School Totals		\$0	\$0				



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

Asset Detail

Building Name: Main Building (2015) Cost Model: High School Building Size: 37,817

Name	Cost SF	Renewal Life	Percent	Last Reno.	Next Reno.	Degrade Percent	Adj. Factor	Repair Cost (Unweighted)	Category Number	Category Weight	Repair Cost (Weighted)	Comments
Air/Ventilation Equipment	\$2.99	20	110%	2015	2035	0%	33.25%	\$0	9	.25	\$0	
Ceiling Finishes	\$5.77	30	110%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Communications/Security	\$1.86	15	90%	2015	2030	0%	33.25%	\$0	9	.25	\$0	
Exterior Walls	\$14.12	100	100%	2015	2115	0%	33.25%	\$0	9	.25	\$0	
Exterior Windows and Doors	\$5.82	30	110%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Fire Detection/Alarm	\$1.84	15	90%	2015	2030	0%	33.25%	\$0	9	.25	\$0	
Fire Sprinkler	\$2.67	50	130%	2015	2065	0%	33.25%	\$0	9	.25	\$0	
Floor Finishes	\$6.89	12	110%	2015	2027	0%	33.25%	\$0	9	.25	\$0	
Foundtion/Slab/Structure	\$28.34	100	100%	2015	2115	0%	33.25%	\$0	9	.25	\$0	
HVAC	\$24.67	30	100%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Institutional Equipment	\$3.77	30	100%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Interior Doors, Partitions, Stairs, Elevator	\$11.11	50	90%	2015	2065	0%	33.25%	\$0	9	.25	\$0	
Interior Walls	\$7.14	60	90%	2015	2075	0%	33.25%	\$0	9	.25	\$0	
Lighting/Branch Circuits	\$10.51	30	90%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Main Power/Emergency	\$1.46	30	90%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Other Electrical Systems	\$0.50	20	90%	2015	2035	0%	33.25%	\$0	9	.25	\$0	
Other Equipment	\$11.16	60	110%	2015	2075	0%	33.25%	\$0	9	.25	\$0	
Plumbing	\$10.46	30	100%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Roof	\$7.65	20	120%	2015	2035	0%	33.25%	\$0	9	.25	\$0	
Technology	\$0.14	10	90%	2015	2025	0%	33.25%	\$0	9	.25	\$0	
Wall Finishes	\$3.12	12	100%	2015	2027	0%	33.25%	\$0	9	.25	\$0	
Total:								\$0			\$0	



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

Asset Detail

Building Name: Site Cost Model: High School Site Size: 37,817

Name	Cost SF	Life	Renewal Percent	Last Reno.	Next Reno.	Degrade Percent	Adj. Factor	Repair Cost (Unweighted)	Category Number	Category Weight	Repair Cost (Weighted)	Comments
Athletic Fields	\$0.40	30	90%	2015	2045	0%	33.25%	\$0	0	0	\$0	
Fencing	\$0.40	100	110%	2015	2115	0%	33.25%	\$0	9	.25	\$0	
Landscaping	\$1.92	30	110%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Parking Lots	\$6.72	20	80%	2015	2035	0%	33.25%	\$0	9	.25	\$0	
Playground Equipment	\$0.14	15	100%	2015	2030	0%	33.25%	\$0	0	0	\$0	
Site Lighting	\$1.37	40	100%	2015	2055	0%	33.25%	\$0	9	.25	\$0	
Site Specialties	\$0.07	40	100%	2015	2055	0%	33.25%	\$0	9	.25	\$0	
Site Utilities	\$1.61	50	120%	2015	2065	0%	33.25%	\$0	9	.25	\$0	
Walkways	\$2.27	30	110%	2015	2045	0%	33.25%	\$0	9	.25	\$0	
Total:								\$0			\$0	



District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

Educational Adequacy Detail

Population

Growth Factor:	1	Number of Kindergarten Students:	0
Number of Staff:	60	Number of 1-5 Students:	0
Number of Students:	600	Number of 6-8 Students:	200
Number of Special Education Students:	0	Number of 9-12 Students:	400

Square Footage

Permanent GSF:	37,817	General Storage NSF:	454
Portable GSF:	0	Maintenance or Janitorial Space NSF:	125
Admin NSF:	2,195	Media Center NSF:	0
Art/Music NSF:	0	Parent Work Space NSF:	0
Assembly NSF:	1,804	Physical Ed NSF:	901
Career Ed NSF:	0	Science Classroom NSF:	2,780
Computer Lab NSF:	0	Science Storage NSF:	230
Faculty Work Area NSF:	323	Special Education Classroom NSF:	0
Food Service NSF:	0	Student Health NSF:	266
General Classroom NSF:	21,621		

Classrooms

Number of Classrooms:	16	Number of Special Education Classrooms:	0
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Parking

Number of Paved Parking Spaces:	30	Number of Bus Drop Offs:	0
Number of Handicap Parking Spaces:	5	Number of Student Drop Offs:	0
Number of Gravel Parking Spaces:	0		

Miscellaneous

Number of Chemical Storage Rooms:	1	Number of Multi-Use Playgrounds:	0
Playground Equipment:	N/A		

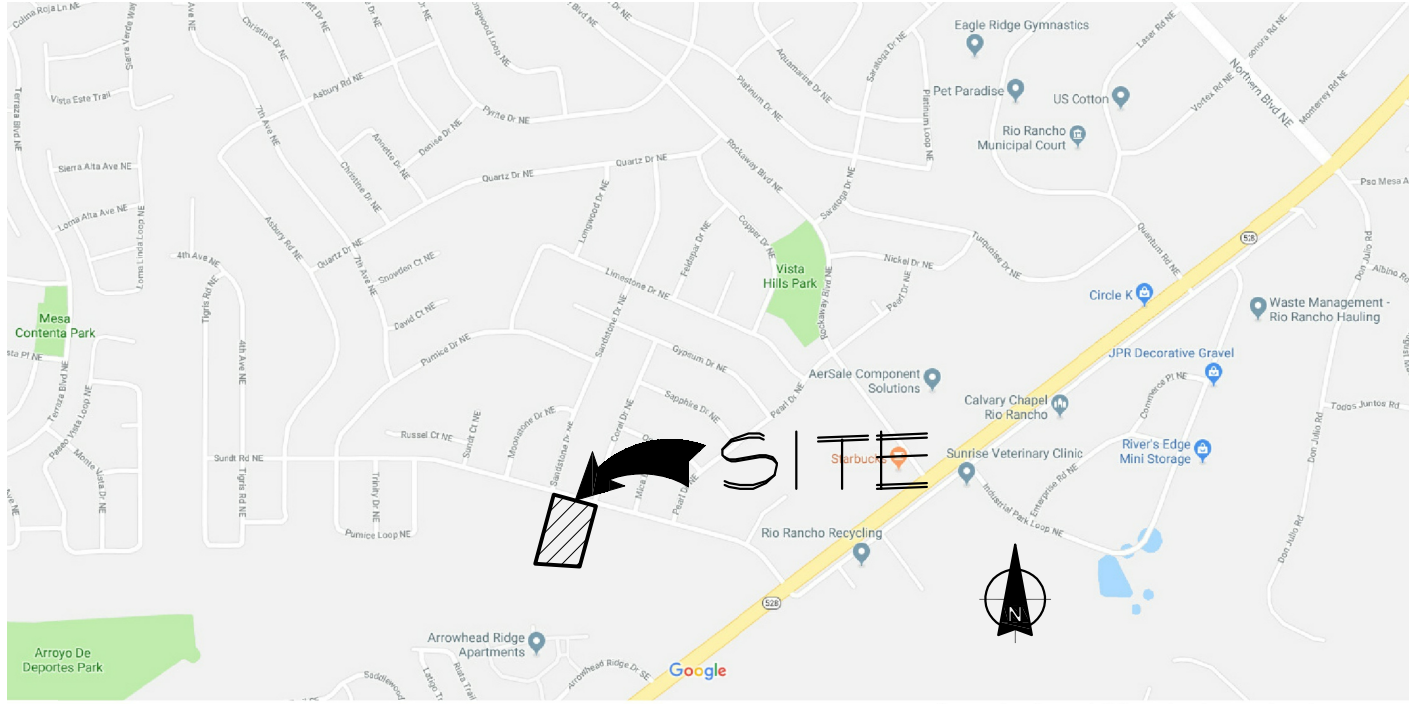


District: **State Chartered Schools** School: **POTENTIAL The ASK Academy - New 2015 Sundt Site** School ID: **520001**

EA Deficiencies

EA Cost Model: Charter School Educational Adequacy

Name	Actual Value	Required Value	Unit Cost	CCI Adj Unit Cost	Repair Cost (Unweighted)	Category Number	Category Weight	Repair Cost (Weighted)
Missing or Inadequate Multi-use Play Area	0	0	\$11,436	\$11,436.30	\$0	8	.5	\$0
Insufficient Total Parking	30	0	\$1,322	\$1,321.66	\$0	6	1	\$0
Insufficient Student Health Square Footage	266	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Student Drop Off	0	0	\$21,000	\$21,000.00	\$0	6	1	\$0
Insufficient Special Education Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Science Storage Square Footage	230	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Science Square Footage	2,780	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Physical Education Square Footage	901	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Parent Work Space	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Media Center Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Janitorial Square Footage	125	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient General Storage	454	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient General Classroom Square Footage	21,621	15,600	\$80	\$80.00	\$0	7	3	\$0
Insufficient Food Service Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Faculty Workspace	323	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Computer Lab Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Career Ed Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Bus Drop Off	0	0	\$20,800	\$20,799.69	\$0	6	1	\$0
Insufficient Administrative Square Footage	2,195	0	\$80	\$80.00	\$0	7	3	\$0
Insufficient Art and Music Square Footage	0	0	\$80	\$80.00	\$0	7	3	\$0
Inadequate Number of Handicap Spaces	5	0	\$144	\$143.52	\$0	6	1	\$0
Inadequate Number of Chemical Storage Units	1	0	\$1,464	\$1,464.30	\$0	8	.5	\$0
Total					\$0			\$0



LOCATION MAP
NOT TO SCALE



SITE PLAN
1" = 40'-0"

TABLE OF CONTENTS

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A7	EXTERIOR ELEVATIONS
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P501	PLUMBING DETAILS
P701	PLUMBING SCHEDULE SHEET
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PL141	PLUMBING ROOF PLAN
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CODE COMPLIANCE

THE 2015 INTERNATIONAL BUILDING CODE
THE 2015 INTERNATIONAL ENERGY CONSERVATION CODE
THE 2012 UNIFORM MECHANICAL CODE
THE 2015 UNIFORM PLUMBING CODE
THE 2015 NATIONAL ELECTRICAL CODE
APPLICABLE ADMINISTRATIVE CODES

PROJECT DATA

PROJECT NAME	ASK ACADEMY 4500 SUNDT ROAD N.E. RIO RANCHO, NM 87124		
LEGAL DESCRIPTION	TRACT 27-A-1-A INDUSTRIAL PARK WEST		
PROJECT DESCRIPTION	INTERIOR REMODEL OF AND A 925 SQ. FT. ADDITION TO AN EXISTING ONE STORY 5,000 SQUARE FOOT OFFICE BUILDING INTO A BUILDING FOR EDUCATIONAL PURPOSES		
OCCUPANCY	GROUP B GROUP E		
CONSTRUCTION TYPE	TYPE V B		
ALLOWABLE BUILDING HEIGHT	40'-0"		
ALLOWABLE NUMBER OF STORIES	ONE		
ALLOWABLE AREA	9,500 SQUARE FEET		
OCCUPANT LOADS	TABLE 1004.1.2 (pg 251)		
CORRIDORS	SECTION 1020.1, EX 1 (pg. 278)		
MINIMUM NUMBER OF EXITS	TABLE 1006.3.1 (pg. 253)		
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES	TABLE 2902.1 (pg. 572)		
SECTION [P] 2902.2 EXCEPT 2 (pg. 574)	B OCCUPANCY: 13 TOTAL SEPARATE FACILITIES SHALL NOT BE REQUIRED IN STRUCTURES WITH A TOTAL OCCUPANT LOAD OF 15 OR FEWER 1 WC REQUIRED, 1 EXISTING 1 LAV REQUIRED, 1 EXISTING		
	FUNCTION OF SPACES	SQ.FT	LOAD FACTOR
	LAB / STUDIO	2,650	50
	CLASSROOM	650	20
	BUSINESS / ADMIN.	1,260	100
	TOTAL OCCUPANT LOAD		99
	OCCUPANT LOAD	1-500	
	MINIMUM NUMBER OF EXITS: 2 REQUIRED, 2 SUPPLIED		
	E OCCUPANCY: 86		
	WCs REQUIRED	1 PER 50	2 REQUIRED, 2 EXISTING
	LAVs REQUIRED	1 PER 50	2 REQUIRED, 2 EXISTING
	DFS REQUIRED	1 PER 100	1 REQUIRED, 1 SUPPLIED
	SERVICE SINK		1 REQUIRED, 1 EXISTING

STATE OF NEW MEXICO
DAVID
JESSE
PACHECO
NO. 1606
REGISTERED ARCHITECT
05/02/18

1. THIS SET OF DRAWINGS EASTERS AS THE CONTRACTOR'S RESPONSIBILITY OF EACH DRAWING AS SHOWN. EACH SHEET OF DRAWINGS SHALL BE REVIEWED BY THE ARCHITECT FOR ANY DISCREPANCIES. 2. DUE TO POTENTIAL REVISIONS, THE ARCHITECT SHALL BE RESPONSIBLE FOR THE REVISIONS TO THE DRAWINGS TO BE SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REVISIONS TO THE DRAWINGS TO BE SHOWN.

PROJECT ADDRESS
4500 SUNDT RD. N.E.
RIO RANCHO, NEW MEXICO

CLIENT'S NAME
ASK ACADEMY

adwelling
DESIGN

DAVID J. PACHECO
ARCHITECT

PROJECT NAME
COVER SHEET

PROJECT NAME
ASK ACADEMY ADDITION

PROJECT NUMBER
18-036

PROJECT PROGRESS
FINAL

DRAWN BY
ADWELLING

CHECKED BY
DJP /

APPROVED BY
DJP

DATE
REV. 06.06.18

SCALE
AS NOTED

SHEET
A0