

# New Mexico Public Education Commission



## 2022 Charter School Renewal Application Part C: Financial Statement

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Approved by the Public Education Commission: March 18, 2022

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## Instructions

Please read the entire Charter School Renewal Application Kit before preparing documents. In an effort to help applicants understand the requirements of the Renewal Application, the CSD will hold a minimum of two technical assistance workshops. Applicants will be notified of the dates, times, and locations of the workshops.

Enter applicant responses in boxes below. Answer all questions unless the question indicates that applicants should answer only under certain conditions (e.g., rating on a Performance Framework indicator requires explanation, etc.). Narrative responses should be verifiable through documents submitted or observable evidence at the renewal site visit.

## School Information

**Name of School:** Altura Preparatory School

**Current Charter Term:** September 2017-June 2023

## Financial Statement Narrative

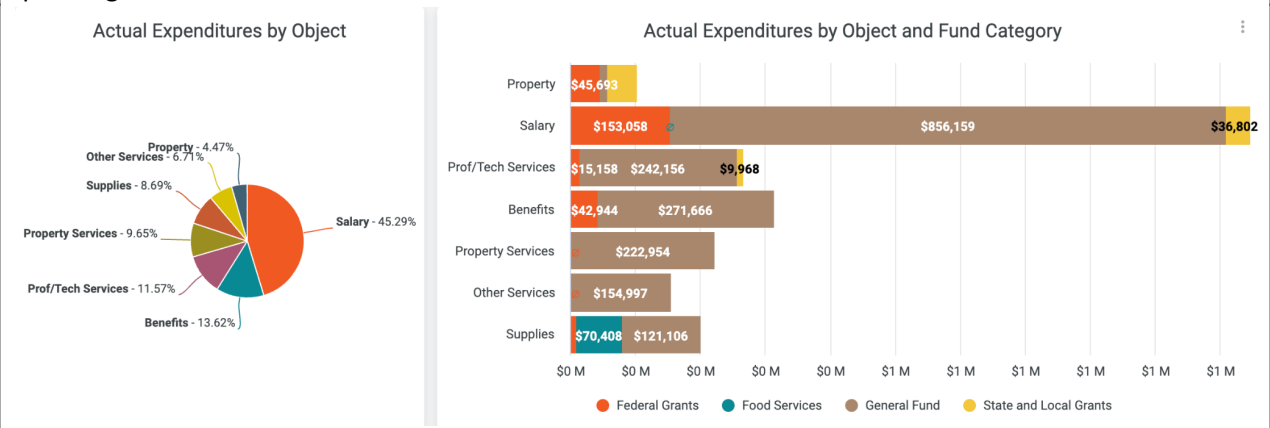
The school must provide a financial statement that discloses the costs of administration, instruction, and other spending categories for the charter school. The financial statement must be understandable to the general public and must allow comparison of costs to other schools or comparable organizations. The school must use the templates included within Part C of the renewal kit for the financial report. For schools that were identified in the lowest 25% of all schools in the NM System of Support and Accountability for SY2018-19 or SY2021-22, the report should specifically address how the school has prioritized resources toward proven programs and methods linked to improved student achievement.

Enter applicant response in box below:

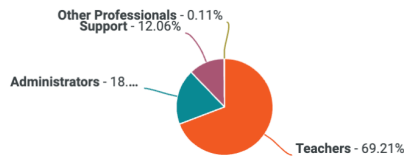
**School response:** Altura Preparatory School's commitment has always been to provide an excellent public education to all its students. As such, the school's academic and financial priorities have been aligned in service of the school's mission to ensure that students are academically and socio-emotionally

prepared for success in middle school, high school, and beyond. The Operational Expenditures Chart below highlights the percentage of the operational budget spent on Instruction, Administration, and Operations/Plant Maintenance. In all but the first year of school (2018-19), expenditures in Instruction and Students Support Services have been the greatest source of expenditures. In 2018-19, the school’s administrative expenditures appear to be higher than expenditures for Student Supports. However, this Administrative Supports area includes salaries for the school’s Co-Directors, one of whom also worked as a classroom teacher during the majority of the 2018-19 school year when the school’s enrollment necessitated a shift in personnel strategy. The school prioritizes spending on student support resources, which include curriculum, salaries for classroom teachers and direct support staff, supplies for students, and classroom supplies throughout the year. Administrative costs include Office Manager, Head Administrator salaries, as well as administrative supplies and fees for key items for teachers *and* administrative staff, such as copiers. Operations and Facilities expenditures include the school’s lease and building systems that are not included in the building lease, but that are essential for operating a safe school environment (e.g. fire alarm maintenance, school alarm maintenance, pest control). Overall, Altura Preparatory School spends over \$11,500 per pupil annually, and each year, the percentage of funds designated toward NMPED-defined “instructional spending” has increased (Operational Expenditures Chart below) as the school grows. For example, in the 2020-21 school year, Altura Prep spent \$11,540 per student, with \$5,412 of that as strictly instructional spending. In the 2021-22 school year, Altura Prep spent \$11,784 per student, with \$5,984 of that as strictly instructional spending. The Altura Prep team is acutely aware of our position as stewards of public funds, and are serious about our responsibility to use our funds to provide an exceptional educational experience for all of our students.

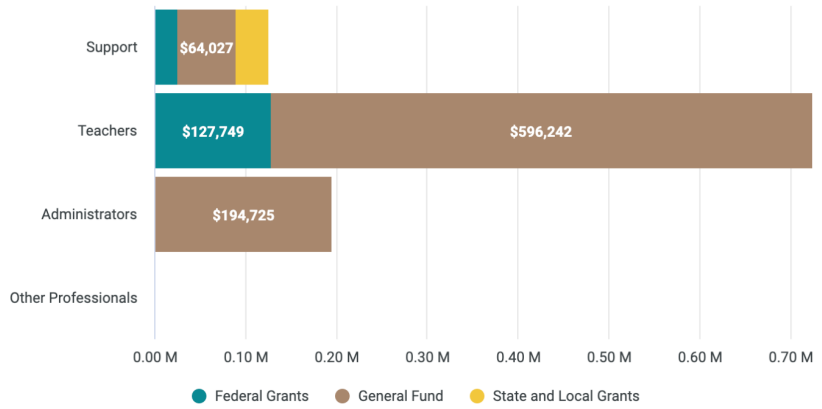
Open Books, the New Mexico Public Education Department portal for school budget and spending transparency, disaggregates school spending for recent years (most recently 2021-22), to illustrate school spending:



Actual Expenditures by Job for Salary/...



Actual Expenditures by Job and Fund Category for Salary/Compensation



Overall, the majority of Altura Prep expenditures are allocated to (predominantly instructional) personnel, as those are the individuals that we believe are best positioned to positively impact a child’s educational trajectory. Other expenditures include facilities, contracted support services, and supplies necessary to support students’ learning.

## Operational Expenditures Tables

For each fiscal year of the school’s current charter contract (Year 1 to Year 4 for a 5-year contract), complete the table specific to the school’s operational actual expenses and actual operational funding. Schools with contract terms shorter than five years may delete extra tables.

Year 1: FY _19__ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$256,451	16%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$17,097	2%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$9,504	1%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$114,297	16%
2400	School Administration	Office of the Principal	\$171,879	24%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$33,940	5%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$112,672	16%
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$3,586	0%
Grand Total Operational/General Funds 11000			\$719,426	100%
Total Operational Funding Revenue 11000			\$894,351	N/A

Year 2: FY _20__ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$413,238	41%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$20,716	2%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$221	0%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$95,371	10%
2400	School Administration	Office of the Principal	\$165,043	17%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$105,227	11%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$196,037	20%
2700-599 9	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$0	0%
Grand Total Operational/General Funds 11000			\$995,583	100%
Total Operational Funding Revenue 11000			\$854,491	N/A

Year 3: FY _21__ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$824,629	45%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$59,892	3%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$140	0%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$143,026	8%
2400	School Administration	Office of the Principal	\$220,428	12%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$206,631	11%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$357,236	20%
2700-599 9	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$1,291	0%
Grand Total Operational/General Funds 11000			\$1,813,272	100%
Total Operational Funding Revenue 11000			\$2,347,287	N/A

Year 4: FY _22__ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.	\$910,270	50%
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.	\$50,875	3%
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.	\$221	0%
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.	\$139,021	8%
2400	School Administration	Office of the Principal	\$180,575	10%
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.	\$134,796	7%
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.	\$403,189	22%
2700-599 9	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+	\$440	0%
Grand Total Operational/General Funds 11000			\$1,819,388	100%
Total Operational Funding Revenue 11000			\$1,585,608	N/A



## Operational Expenditures Chart

Complete the Operational Expenses chart below. To edit the data, right click on the chart and an Excel table will appear (see screenshot below). Edit the data in the table, and the data in the chart will update automatically.

