

LAS MONTAÑAS CHARTER HIGH SCHOOL GOVERNANCE COUNCIL MEETING

For May 2022

1405 S. Solano, Las Cruces, NM 88001

Time: May 17, 2022 05:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/78021902711?pwd=gnf2Dcb7jPW-pM69FvNBLGAp3lAdw9.1>

Meeting ID: 780 2190 2711 **Passcode:** JM09eQ

Officers:

Laura Carrion, President
Vacant, Vice President
Michael Davis, Secretary

Members:

Kevin Freitas
Patricia S. Gonzales
Patrick Doyle

AGENDA

- | | |
|---|---------------------------------|
| 1. Call to Order | Laura Carrion, President |
| Roll Call | |
| Pledge of Allegiance | |
| 2. Approval of Agenda and Previous Minutes | Laura Carrion, President |
| Agenda – May 17, 2022 | |
| Minutes – April 19, 2022 (Exhibit "A") | |
| 3. Open Forum | Laura Carrion, President |

Public comments and observations regarding education policy and governance issues, as well as the strategic plan for education, are heard at this time. There is a three-minute time limit per presenter. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order by the LMCCHS Governance Council President.

4. Discussion and/or Action: Fiscal (Exhibit "B")

Priscilla Cabral, SBO

- A. April Disbursements
- B. April Revenue
- C. Action Items:
 - a. Title IV Part A 24189: \$11,708.00
 - b. ESSER II Increase Fund 24308: \$289,238.70
 - c. Approval of IDEA B 2022-2023 Application
 - d. FY23 Per Diem Rates

5. Superintendent's Report/Action Items

Caz Martinez, Director

- A. Covid-19 Safe Practices/Updates
- B. 23/24 School Year Enrollment
- C. End of Year
- D. CSD Site Visit
- E. CTE Update
- F. RIF Policy Plan
- G. Graduation 2022

6. Adjourn

Laura Carrion, President

The LMCJHS Governance Council attempts to follow the order of items as listed, however the order of specific items may vary from the printed agenda. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the superintendent at Las Montañas Charter High School at 575-527-5916 at least one week prior to the meeting or as soon as possible.



**LAS MONTAÑAS CHARTER HIGH SCHOOL
GOVERNANCE COUNCIL MEETING
April 19, 2022**

Topic: April GC Regular Meeting

Time: Tuesday April, 2022, 05:30 PM Mountain Time (US and Canada)

Join Zoom Meeting:

<https://us04web.zoom.us/j/77603053894?pwd=XbVxUyClU4q8sdSSmShWlIWYtFKBHv.1>

Meeting Id: 776 0305 3894

Passcode: 27EiN4

1405 S. Solano, Las Cruces, NM 88001

Officers:

Laura Carrion President(Absent)
Vacant Vice President
Michael Davis Secretary

Members:

Kevin Freitas (Absent)
Patricia S. Gonzalez
Patrick Doyle

Meeting Minutes for April 19, 2022

1. Call to Order

Caz Martinez, Director

The meeting was called to order by Patricia Gonzales at 5:36 pm. All board members were present except Kevin Freitas and Laura Carrion.

Also, in attendance: Caz Martinez (Superintendent), Valerie Ratliff-Parker (Director of Curriculum and Instruction), Priscilla Cabral (Financial Officer) and Amy Trevizo (Attendance Coach).

Roll Call

Call to order by Mr. Martinez at 5:36 p.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Martinez

2. Approval of Agenda and Previous Minutes Caz Martinez, Director

A. Agenda – April 19, 2022

B. Minutes – March 15, 2022 (**Exhibit “A”**)

Mr. Martinez asked board members to look over the agenda and meeting minutes for approval. Mr. Martinez explained that the agenda was not available earlier due to missing budget information NMPED had not released earlier.

Motion to approve the agenda and minutes as presented:

1st: Patricia Gonzalez

2nd: Pat Doyle

Roll Call Taken: **Passed unanimously**

3. Open Forum

Caz Martinez, Director

Public comments and observations regarding education policy and governance issues, as well as the strategic plan for education, are heard at this time. There is a three-minute time limit per presenter. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order by the LMCHS Governance Council President.

No one was present from outside of the school

4. Discussion and/or Action: Fiscal (Exhibit “B”) Priscilla CabralSBO

A. March Disbursements

B. March Revenue

C. Action Items:

- a. Entitlement Fund 24106: \$34,446.00
- b. Title II Planning Fund 24154: \$11,502.25
- c. FY23 Budget
- d. FY23 Calendar

a) March Disbursements: Thank you, everyone. So we're going to go through the packet, starting off with exhibit B. These are our disbursements for the month of March. Pretty standard again, monthly disbursements. If you will see the fund codes, anything other than the 11000 is an RfR fund. So once these are expended, we turn that around to NMPED for reimbursement and recoup the monies that away. So that is our disbursements for the month.

b) April Revenue: As I said, anything other than the 11000 is a reimbursable fund. You will see in this listing some of those

funds getting reimbursed. There was a holdup with NMPED for a while getting some of these funds back to schools. So we have been lucky enough to not really have that happen to Las Montañas but we did have a couple that were sent back in November for our CTE program that did just get reimbursed here in March. There is a little bit of a lag with those. Mr. Martinez said Las Montañas are definitely not the only ones with the lag. We have spoken to other districts who are in the same or worse position regarding those reimbursements.

c.) Action Items:

i. Entitlement Fund 24106: So we did get our allocation for 22/23, for our Entitlement Idea V Fund. We use these funds to pay our contracted ancillary staff that come in to serve our students. That is in the amount of \$34,446.

ii. Title II Planning Fund 24154: We also received the planning allocation for our Title II, this award was in the amount of \$11,502.25. We use this fund to supplement some of the stipends for our director of curriculum. So that's continuing, it is a good allocation that we're going to receive for next year.

iii. FY23 Budget: Okay, and that leads us into the 910B-5. This is the state equalization guarantee form that we received from NMPED that calculates all of our membership data for the year to estimate and give us a budget for the upcoming year. The last page of the report has our budget for 22/23. It is in the amount of \$2,017,371. We were not very happy with that total allocation, but we have to make it work with everything that was passed during legislation and getting all of that together working with the Leadership team. It has been a challenge, but we believe that we have found a solution in the proposed budget that we are presenting tonight. If you will allow me to share my screen I have the breakdown of that. Mr. Martinez added a few years ago Mr. Davis, you will remember this legislation passed what was called a small school size adjustment which took away money from small schools such as our high school, schools that are under 400 students. They did a 20% reduction per year, three years ago, and that is really starting to show its very negative consequences and effects with our budget. There was a little tool in there that you could take that away and kind of show

what it would be if we had it back and that \$2 million goes to \$3 million if that appropriation was not rescinded by legislation a few years ago. That is one of the main reasons why, or the main reason we are struggling with our budget this year and we will continue to do so unless something changes with legislation, or we get a significantly higher number of student enrollment than we currently have. Priscilla continued, I have our budget here broken down in an Excel worksheet, just because we are able to export data from our accounting system and work through it this way. Our 11000 budget is our teachers, all of the salary increases the 3%, 4% average and because we are going to participate in the Extended Learning Time program, we have added those additional days, and this is what it's all been kind of boiled down to, for our teachers, instructional staff. So as you can see, our budget is mostly composed of our salaries and benefits. So we do not have much wiggle room for additional expenditures throughout the year, but we will make it work. Priscilla displayed admin Director, and Office support on her screen. In addition we split some of those salaries to account for the increases into our American Rescue Plan, ESSER III funding. Some of these salaries are partial in this 11000 Operating Fund, as you will see as we get further down the line. The 2600 is our maintenance and operating, these are our fixed costs here, we also have operating budget all displayed on the screen. Student Nutrition is how we pay for our student meals \$61,659 is allocated to that. Our activity fund is based off of what was done in the previous year, and there has not been much activity yet within the last couple of years, but we do not expect that to really increase at a fast rate. I believe that this budget, although it is conservative, will serve the purpose of those clubs and activities that we have at las Montañas. Our Title I is used to pay for our math teacher, there was a memo was sent out by Title I, saying that there will not be an increase in the funding to account for all of the salary increases that the state has passed. We are supplementing some of her salary with the American Rescue Plan. Our Idea-B is what we use for SPED as I said we pay our contracted diag , SLP as well as for nursing supplies, this is all related to our SPED population. Title II as I explained earlier in the agenda, this is what we use to supplement some of the additional pay that we give to our director of curriculum, that is continuing. Displayed on the

screen is our first ESSER I budget, this is the carryover that we are looking to have into next year. This must be spent down before the end of September, we do have plans for supplies, there may be a little bit of additional compensation and then other services for we could pay for, sanitizing services, things of that sort. It is almost spent down but this is our carryover that we are looking at for next year. Here is the big one the American Rescue Plan as you can see, it's composed of salaries and benefits again, and it has eaten that entire budget that we received with that entire allocation. This is what we are looking at carrying over for next year. It is balancing what we are carrying in our operating and additionally spread out to supplement those salary increases. The library fund is used to purchase equipment to supplement our library and have that available for our students. It is not very big, but we do make use of it. Next is our family income index, this is being used for stipends as it had been as well as professional development. We have software built in there, as well as supplies for our English, math and CTE programs. Mrs. Gonzales asked for more of a definition as to what Family Income Index means. Mr. Martinez responded. Family Income Index means an allocation of funds that go to a small percentage of school districts across the state that service high poverty populations. Priscilla continued with the budget, our last fund that we are going to submit with our budget this year is the 31600 fund, this is our HB 33 revenue. I went off of prior years and just stayed with that allocation within that budget. We do have need for, capital outlay and to improve our sites. As you see, we do receive a lot of federal funding that requires us to front the cost and then be reimbursed later, so there is not much of a cash flow for those kinds of projects. Continuing to reference sheet displayed on screen you can see here that we do have a budget that we have built off of from that legislation. I'm going to go ahead and share our salary schedule next, traditionally, we have only stuck to one salary schedule within our budget to extend everything across the board to our instructional staff. This year, we had to break that out into two. We have a few staff members that are not going to participate in the program, which is the justification for the two different schedules. We have our minimums here of our Extended Learning Time program that was passed in January by the state, so we have gone through and built our salary schedules around that.

Continuing down the chart displayed on the screen here are all legislative mandates for these salary schedules, these minimums, and the average of 7% increase in pay raises plus an additional 3%. If you join the Extended Learning Time program, and new minimums for that as well. Mr. Martinez added, as Priscilla said we need to do two different salary schedules because there is about four teachers that do not want to do ELTP they would have if I would have required them to, however I feel that we can manage our 10 Extra Extended Learning days with the staff that really want to do it and hold them to run those 10 extra days and allow those staff members who really want to do it to go ahead and just do a traditional 150 day calendar.

iv. FY23 Calendar: We have our academic calendar. This consists of a four-day week, 150 instructional days, plus 10 Extended Learning days, with 13 professional development days 3 live and in person and 10 will be some independent remote work that I'm going to sign the teachers to do on non-instructional or days that have nothing to do with the 150 instructional days or 10 Extended Learning days. There is a possibility that we will do an early release no more than once a month for in person professional development, however that will be an ongoing and as needed basis. We are taking the lead from Las Cruces public schools if you notice this is a balanced calendar. We begin school in mid-July, we will have a two week fall break, two-week winter break, two-week spring break, and end school at the end of May, then have about a five to six weeks summer break. We did poll our staff, our students, and our parents in the last couple of weeks and the overwhelming majority wanted to do a balanced calendar, I believe because the Las Cruces Public Schools went to that calendar. And there are so many ties within our communities with family members who attend LCPS schools as far as our Las Montañas family of students, staff, and parents. So they all wanted to align with the district calendar, which as a director, I'm in complete agreement with. I'm glad the polling went in that direction. So again, 150 instructional days 10 Extended Learning days and begin school in mid-July on the balance calendar.

Motion to approve fiscal as presented

1st: Patricia Gonzales

2nd: Mike Davis

Rollcall Taken: **Passed unanimously**

5. Superintendent's Report

Caz Martinez, Director

- A. COVID-19 Safe Practices/Updates
- B. Enrollment 22/23 School Year
- C. End of Term 7
- D. CTE Update
- E. State Required Testing
- F. ENLACE
- G. Athletics
- H. Closing comments and housekeeping items

a. COVID-19 Safe Practices/Updates: We continue to operate under as many COVID-19 safe practices as we can and are mandated to. We are making masks optional, that continues to be the case.

Fortunately, we have had zero COVID positive cases through our surveillance testing. Mostly staff is doing it these days and students are tired of doing it. There are still a number of students that I feel comfortable with as a sample from them, and of course all or most of the staff is doing it as well. We have had zero positive cases in the last month, so it appears that we continue to dodge the COVID bullet far as no community spreads within our building.

b. Enrollment 22/23 School Year: We are taking and fielding calls as we speak, again, we just passed a calendar that has school starting mid-July. We definitely need to ramp up our recruitment and our retention of our current students and get those new students in. At our next staff meeting coming Friday, we are going to discuss recruitment with our teachers, especially eighth graders, and just being available and open for those students who wish to attend las Montañas. We always make that push however we will be making that push between now and Mid-July and continue to encourage students to enroll or transfer with us. If they don't like the way that New Year is starting now in their school we will be happy enrolling them at las Montañas if they choose to.

c. End of Term 7: Mr. Martinez mentioned term 7 ending and the start of Term 8, he asked Mrs. Parker if she wanted to add anything else. Mrs. Parker added that term 8 is going to be primarily focused

around wrapping up the year and more importantly, the seniors, as a board member Gonzales I'm sure is very anxious to watch her baby boy walk across the stage. So they will have two weeks in Term 8 to wrap things up so it will be shorter for them., as is true for any other school across the state. They usually wrap up a couple of weeks early for seniors. During term 8, we will have graduation pictures, senior breakfast, all that kind of good stuff. For the student population, we will be wrapping up the year and hopefully earning the credits that we have scheduled them for.

d. CTE Update: We continue to have meetings with our consortium with NMPED, Hatch, Las Cruces Public Schools, and Gadsden Independent School District. There will be some training coming up, I have my application for next year due and there is a new program called Work Based Learning that is going to come out as an application in the next couple of weeks. I have planned for that as well. I will keep everybody up to date regarding those items.

e. State Required Testing: We will continue and have been administering the Access exam, the SAT exam, and next week we will administer the Science exam for our Juniors. Those students who are in person learning, I have had a good participation rate as far as getting those tests administered to those students. Those students that we are having a tough time getting a hold up or have a high absentee rate or are on distance learning we are continuing to try and have a window through May to try to get that tested so we will stay on top of that as well.

f. ENLACE: Our ENLACE program and students are having a conference this Friday, it is also our staff PD Day. We are going to go there for a couple of hours and support them as a teaching staff and look forward to seeing what they are involved with ENLACE across our entire community. We work very closely with all these high schools in the city and see what they are about and what they have in common.

g. Athletics: Athletics are totally wrapped up, all sports, except track. They are currently training and they run every day around the school for an upcoming track meet, I believe April 29. So we will definitely wish them luck and support them during their final athletic event for the school year.

g. Closing remarks and housekeeping items: Thank you Mr. Davis, Officer Doyl, Mrs. Gonzales, the other board members had pressing issues and were not able to attend tonight's meeting. We did complete the business we needed to complete. I appreciate that. I will be

reaching out to you all individually if you have not completed all of your training hours and see if we can get that done before the end of June. I'm around if you all need me. I am in Albuquerque now but I am definitely round by phone or email, I will be back in Albuquerque next week as well, all work related and we will go from there. I am looking forward to seeing you at graduation, I will have updates about that shortly as well. Graduation is Thursday, May 19. We will have a board meeting that Tuesday before, on May 17, I believe, I will remind you and give you the details at that time. It will be at the Las Cruces Convention Center as always, at 6:30pm on Thursday, May 19.

6. Adjourn

Caz Martinez, Director

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Motion to adjourn 6:04

1st: Patricia Gonzales

2nd: Mike Davis

Rollcall Taken: **Passed unanimously**

Laura Carrion
Governance Council President

/ _____
Date Approved

Mike Davis
Governance Council Secretary

/ _____
Date Approved

Minutes Recorded By:
Amy Trevizo

/ _____
Date Approved

EXHIBIT B

Las Montanas Charter School

Disbursement Detail Listing									
Fiscal Year: 2021-2022		Bank Name: Citizens Bank		Bank Name: Citizens Bank		Date Range: 04/01/2022 - 04/30/2022		Sort By: Vendor	
		Bank Account: 119159401		Bank Account: 119159401		Voucher Range: -		Dollar Limit: \$0.00	
		☐ Print Employee Vendor Names		☐ Exclude Voided Checks		☐ Exclude Manual Checks		☒ Include Non Check Batches	
Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount		
Bank Name: Citizens Bank									
8575	04/11/2022	1166	American Linen Supply	February 2022	11000.2600.56118.0000.567001.0000	Annual Custodial Supplies/Materials	\$277.48		
8576	04/11/2022	1166	American Linen Supply	March 2022	11000.2600.56118.0000.567001.0000	Annual Custodial Supplies/Materials	\$312.06	Check Total: \$277.48 \$312.06	
8577	04/11/2022	1166	Barraza Consultation Services	March 2022	24106.2100.53215.2000.567001.0000	Annual School Psychologist Service	\$312.06	Check Total: \$312.06 \$1,168.75	
8578	04/11/2022	1166	Employee Vendor	SBW	11000.2500.53330.0000.567001.0000	Spring Budget Workshop Reimbursement	\$1,168.75	Check Total: \$1,168.75 \$399.08	
8578	04/11/2022	1166	Employee Vendor	SBW	11000.2500.56118.0000.567001.0000	Reimbursement for AP Mailings	\$0.00		
NCB	04/11/2022	1164	City of Las Cruces	V627410	11000.2600.54412.0000.567001.0000	Annual Utilities – Gas	\$399.08	Check Total: \$399.08	
NCB	04/11/2022	1164	City of Las Cruces	V627410	11000.2600.54415.0000.567001.0000	Annual Utilites – Water/Sewage	\$795.87	\$795.87	
8579	04/11/2022	1166	Craving Cafe & Catering	2232 Supplies	11000.3100.56116.0000.567001.0000	Annual Food Service Provider	\$0.00	Check Total: \$795.87 \$0.00	
8579	04/11/2022	1166	Craving Cafe & Catering	2232 Supplies	21000.3100.56116.0000.567001.0000	Annual Food Service Provider	\$122.15		
8579	04/11/2022	1166	Craving Cafe & Catering	2233	11000.3100.56116.0000.567001.0000	Annual Food Service Provider	\$0.00		
8579	04/11/2022	1166	Craving Cafe & Catering	2233	21000.3100.56116.0000.567001.0000	Annual Food Service Provider	\$5,490.00		
							Check Total: \$5,612.15		

Las Montanas Charter School

Disbursement Detail Listing

Bank Name: Citizens Bank
Bank Account: 119159401

Date Range: 04/01/2022 - 04/30/2022
Voucher Range: -

Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2021-2022

☐ Print Employee Vendor Names

☐ Exclude Voids Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
8591	04/25/2022	1171	DeLage Landen	75360155	11000.2600.54630.0000.567001.0000	Annual Lease Office Equipment	\$449.17
8592	04/25/2022	1171	Document Solutions, Inc.	IN223175	11000.2600.54311.0000.567001.0000	Annual M&R Equipment	\$449.17
8592	04/25/2022	1171	Document Solutions, Inc.	IN227382	11000.2600.54311.0000.567001.0000	Annual M&R Equipment	\$190.40
NCB	04/11/2022	1163	El Paso Electric	V849358	11000.2600.54411.0000.567001.0000	Annual Utilities	\$199.15
8597	04/25/2022	1172	Families and Youth, Inc.	March 2022	11000.2100.53215.2000.567001.0000	Annual Psych & JARC Services	\$389.55
8597	04/25/2022	1172	Families and Youth, Inc.	March 2022	11000.2100.53218.0000.567001.0000	Annual Psych & JARC Services	\$1,162.61
8597	04/25/2022	1172	Families and Youth, Inc.	March 2022	24330.2100.53218.2000.567001.0000	Annual JARC Services	\$1,162.61
8598	04/25/2022	1172	Families and Youth, Inc.	February 2022	11000.2100.53215.2000.567001.0000	Annual Psych & JARC Services	\$0.00
8598	04/25/2022	1172	Families and Youth, Inc.	February 2022	11000.2100.53218.0000.567001.0000	Annual Psych & JARC Services	\$0.00
8598	04/25/2022	1172	Families and Youth, Inc.	February 2022	24330.2100.53218.2000.567001.0000	Annual JARC Services	\$1,457.65
8593	04/25/2022	1171	Hayden's Hardware	Trans. B20746	27407.1000.56118.3000.567001.0000	Supplies per Quote	\$1,457.65
8580	04/11/2022	1166	Las Cruces Public Schools	April 2022	11000.2600.54610.0000.567001.0000	Annual Lease	\$0.00
8580	04/11/2022	1166	Las Cruces Public Schools	April 2022	31200.4000.54610.0000.567001.0000	Annual Lease	\$226.80
8581	04/11/2022	1166	Lucky 13 Designs	#7	23010.3000.56118.0000.567001.0000	Athletic Wear	\$25,653.00
8582	04/11/2022	1166	Martinez, Caz	SBW	11000.2300.55813.0000.567001.0000	Annual Travel/Per Diem	\$75.00
8582	04/11/2022	1166	Martinez, Caz	SBW	11000.2300.56118.0000.567001.0000	Annual Travel/Per Diem	\$0.00
8582	04/11/2022	1166	Martinez, Caz	SBW	23009.3000.56118.0000.567001.0000	Annual Travel/Per Diem	\$362.16
8582	04/11/2022	1166	Martinez, Caz	SBW	24330.1000.56118.1010.567001.0000	Annual Travel/Per Diem	\$0.00
Check Total:							\$362.16

Las Montanas Charter School

Disbursement Detail Listing

Bank Name: Citizens Bank
Bank Account: 119159401

Date Range: 04/01/2022 - 04/30/2022
Voucher Range: -

Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2021-2022

Check Number	Date	Voucher	Payee	Invoice	Account	Exclude Voids	Exclude Manual	Description	Amount
8590	04/22/2022	1169	Martinez, Caz	V789135	11000.2300.55813.0000.567001.0000	☐	☒	Annual Travel/Per Diem	\$242.06
8590	04/22/2022	1169	Martinez, Caz	V789135	11000.2300.56118.0000.567001.0000	☐	☒	Annual Travel/Per Diem	\$0.00
8590	04/22/2022	1169	Martinez, Caz	V789135	23009.3000.56118.0000.567001.0000	☐	☒	Annual Travel/Per Diem	\$0.00
8590	04/22/2022	1169	Martinez, Caz	V789135	24330.1000.56118.1010.567001.0000	☐	☒	Annual Travel/Per Diem	\$0.00
8594	04/25/2022	1171	Maynes, Sandi	March 2022	24106.2100.53212.2000.567001.0000	☐	☒	Speech & Language Pathologist Services	\$242.06
8583	04/11/2022	1166	MDC Computers	14997	11000.1000.56113.1010.567001.0000	☐	☒	Google Chrome OS Management Console	\$909.82
8595	04/25/2022	1171	MDC Computers	1082	11000.1000.53414.0000.567001.0000	☐	☒	Annual IT	\$1,140.00
8595	04/25/2022	1171	MDC Computers	1082	11000.2400.55915.0000.567001.0000	☐	☒	Annual IT	\$2,108.00
NCB	04/04/2022	1162	NM Dept of Workforce Solutions	V419902	11000.1000.52500.0000.567001.0000	☐	☒	Annual UI	\$0.00
8584	04/11/2022	1166	NMASBO	SBW: Caz Martinez	11000.2300.53330.0000.567001.0000	☐	☒	Spring Budget Workshop Registration - Martinez	\$1,196.91
8584	04/11/2022	1166	NMASBO	SBW: Caz Martinez	11000.2300.53711.0000.567001.0000	☐	☒	Annual Membership	\$165.00
8584	04/11/2022	1166	NMASBO	SBW: Caz Martinez	11000.2500.53330.0000.567001.0000	☐	☒	Fall Conference Registration	\$0.00
8584	04/11/2022	1166	NMASBO	SBW: Caz Martinez	11000.2500.53330.0000.567001.0000	☐	☒	Winter Conference Registration	\$0.00
8584	04/11/2022	1166	NMASBO	SBW: Caz Martinez	11000.2500.53330.0000.567001.0000	☐	☒	Spring Budget Workshop Registration - Cabral	\$0.00
8584	04/11/2022	1166	NMASBO	SBW:Priscilla Cabral	11000.2300.53330.0000.567001.0000	☐	☒	Spring Budget Workshop Registration - Martinez	\$0.00
8584	04/11/2022	1166	NMASBO	SBW:Priscilla Cabral	11000.2300.53711.0000.567001.0000	☐	☒	Annual Membership	\$0.00
8584	04/11/2022	1166	NMASBO	SBW:Priscilla Cabral	11000.2500.53330.0000.567001.0000	☐	☒	Fall Conference Registration	\$0.00

Las Montanas Charter School

Disbursement Detail Listing

Bank Name: Citizens Bank
Bank Account: 119159401

Date Range: 04/01/2022 - 04/30/2022
Voucher Range: -

Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2021-2022

☐ Print Employee Vendor Names ☐ Exclude Voids Checks ☐ Exclude Manual Checks ☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
8584	04/11/2022	1166	NMASBO	SBW:Priscilla Cabral	11000.2500.53330.0000.567001.0000	Winter Conference Registration	\$0.00
8584	04/11/2022	1166	NMASBO	SBW:Priscilla Cabral	11000.2500.53330.0000.567001.0000	Spring Budget Workshop Registration - Cabral	\$165.00
8585	04/11/2022	1166	Robinson, Richard L	March 2022	11000.1000.53414.0000.567001.0000	Annual Athletic Instruction	\$330.00
8586	04/11/2022	1166	Security Concepts	22032 & 22283	11000.2600.55915.0000.567001.0000	Security Services	\$850.00
8596	04/25/2022	1171	Staples Business Management	8065045848	11000.1000.56118.1010.567001.0000	Supplies per Attached Cart	\$2,332.04
8596	04/25/2022	1171	Staples Business Management	8065045848	11000.2500.56118.0000.567001.0000	Registrar Supplies	\$0.00
8596	04/25/2022	1171	Staples Business Management	8065045848	27407.1000.56118.1010.567001.0000	Math Dept Supplies	\$43.17
8599	04/25/2022	1173	Sutherlands	250282	27407.1000.56118.3000.567001.0000	Supplies per Quote #2203300004 for Semester	\$102.95
8587	04/11/2022	1166	United Janitorial Services LLC	14	24330.2600.55915.0000.567001.0000	Monthly Janitorial Services	\$299.00
8588	04/11/2022	1166	United Janitorial Services LLC	15	24330.2600.55915.0000.567001.0000	Monthly Janitorial Services	\$1,656.00
NCB	04/11/2022	1165	Verizon	9901880280	11000.2600.54416.0000.567001.0000	Annual Communication	\$2,304.00
NCB	04/25/2022	1170	Wright Express Fleet Services	79149519	11000.1000.55819.0000.567001.0000	Annual Fuel (Teacher Travel)	\$72.10
NCB	04/25/2022	1170	Wright Express Fleet Services	79919647	11000.1000.55819.0000.567001.0000	Annual Fuel (Teacher Travel)	\$90.11
NCB	04/25/2022	1170	Wright Express Fleet Services	79919647	11000.1000.55819.0000.567001.0000	Annual Fuel (Teacher Travel)	\$51.84
Check Total:							\$214.05
Bank Total:							\$52,859.56

Las Montanas Charter School

Disbursement Detail Listing

Bank Name: Citizens Bank

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Bank Account: 119159401

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2021-2022

☐ Print Employee Vendor Names ☐ Exclude Voided Checks ☐ Exclude Manual Checks ☒ Include Non Check Batches

Check Number	Date	Payee	Voucher	Invoice	Account	Description	Amount
--------------	------	-------	---------	---------	---------	-------------	--------

Fund	Amount
11000	\$12,620.82
21000	\$5,612.15
23009	\$0.00
23010	\$75.00
24106	\$2,078.57
24330	\$6,251.05
27407	\$568.97
31200	\$25,653.00
Fund Totals:	\$52,859.56

End of Report

Disbursements Grand Total: \$52,859.56

Las Montañas Charter High School Revenue Listing

Month: April 2022

Account	Date	Credit	Memo
24154.0000.44500.0000.567001.0000	4/8/2022	\$624.00	Title II
11000.0000.43101.0000.567001.0000	4/8/2022	\$155,711.42	Operational SEG
24101.0000.44500.0000.567001.0000	4/20/2022	\$12,137.61	RfR
23005.0000.41701.0000.000000.0000	4/21/2022	\$19.12	Vending Machine
23000.0000.41701.0000.000000.0000	4/21/2022	\$10.00	Tshirt Sales
31600.0000.41110.0000.567001.0000	4/25/2022	\$77.80	HB 33
21000.0000.44500.0000.567001.0000	4/25/2022	\$5,017.93	Student Nutrition
31200.0000.43209.0000.567001.0000	4/25/2022	\$29,346.25	Lease Assistance Jan-Mar 2022
Total		\$202,944.13	



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

KURT STEINHAUS, Ed.D.
 SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
 GOVERNOR

April 25, 2022

MEMORANDUM

TO: Superintendents and State Charter Leaders
FROM: Katarina Sandoval, Deputy Cabinet Secretary DS
KS
RE: **Title IV Part A of the Elementary and Secondary Education Act, Student Support and Academic Enrichment (24189)**

The New Mexico Public Education Department (PED) has granted its final FY21-22 subawards for funding through Title IV Part A of the Elementary and Secondary Education Act (24189) for academic enrichment, safe and healthy students, and effective use of technology. In accordance with federal regulations at 2 C.F.R. § 200.332(a), please note the following federal award identification information specific to this subaward. All local educational agencies (LEAs) receiving this subaward through PED, as listed on Exhibit B, are subrecipients of the following federal funding:

Subrecipient's name	See Exhibit B
Subrecipient's DUNS number	See Exhibit B
Federal Award Identification Number (FAIN)	a) S424A180032 b) S424A190032 c) S424A200032 d) S424A210032
Federal award date	a) 07/01/2018 b) 07/01/2019 c) 07/01/2020 d) 07/01/2021

Subaward period of performance start and end dates	a) 07/01/2018 – 09/30/2021 b) 07/01/2019 – 09/30/2022 c) 07/01/2020 – 09/30/2022 d) 07/01/2021– 09/30/2023
Subaward budget period start and end date	07/01/2021 – 06/30/2022
Amount of federal funds obligated by this subaward to subrecipient	See Exhibit B
Total amount of federal funds obligated to subrecipient including current financial obligation	See Exhibit B
Total amount of the federal award committed to subrecipient	See Exhibit B
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	Student Support and Academic Enrichment Grants
Federal awarding agency	United States Department of Education
Contact information for awarding official	Ian Rosenblum, Acting Assistant Secretary 400 Maryland Ave., SW Washington, DC 20202 (202) 401-0113
CFDA number and name	84.424A Student Support and Academic Enrichment (SSAE) Program
Research and development (R&D) award (Yes/No)	No
Indirect cost rate for federal award	https://webnew.ped.state.nm.us/bureaus/administrative-services/accounting/

The following requirements apply to this sub-award:

- 2 C.F.R. Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards¹
- 2 C.F.R. Part 3474: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 C.F.R. Part 3485: Non-procurement Debarment and Suspension

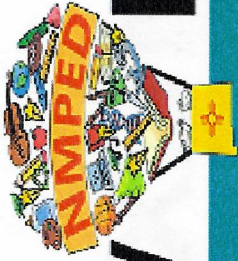
Reporting Requirements

Please review Exhibit A, and submit a BAR through OBMS for the appropriate amount using fund code **24189** and revenue object code **44500**. Please adhere to the following timelines required for obligation, liquidation and RfR submission:

- **Submit your BAR**, and a copy of this letter, including Exhibit B, through OBMS **by May 31, 2022**.

¹ The regulations at 2 C.F.R. Part 200 are located online at: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl.

EXHIBIT B (24189 - FINAL FY21-22)



NEW MEXICO

Public Education Department

USDE - Elementary and Secondary Education Act, As Amended by ESSA, TITLE IV (24189) FINAL AWARD FY21-22

OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	DUNS #	FY20-21 CARRYOVER	Amount of federal funds obligated by this sub-award to subrecipient	Total amount of federal funds obligated to subrecipient including current financial obligation	Total amount of the federal award committed to subrecipient	FY21-22 APPROVED BUDGET	TOTAL AMOUNT TO BAR
512-001	Cesar Chavez Community School	18-762-1888	\$ 10,000.19	\$ 10,000.00	\$ 20,000.19	\$ 20,000.19	\$ 10,000	\$ 10,000
562-001	Dzit Dit Lool School of Empowerment, Action and Perseverance	08-015-4085	\$ 10,542.74	\$ 10,000.00	\$ 20,542.74	\$ 20,542.74	\$ 13,900	\$ 6,643
550-001	Estancia Valley Classical Academy	08-025-5234	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000	\$ 20,000
557-001	Explore Academy	05-466-2018	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000	\$ -
581-001	Explore Academy - Las Cruces	11-796-3225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
503-001	Horizon Academy West	79-372-5230	\$ 70.20	\$ 10,000.00	\$ 10,070.20	\$ 10,070.20	\$ 10,000	\$ 70
573-001	Hózhó Academy	08-124-4280	\$ -	\$ 11,568.36	\$ 11,568.36	\$ 11,568.36	\$ 11,778	\$ (210)
535-001	J. Paul Taylor Academy	08-002-1416	\$ 4,208.41	\$ 10,000.00	\$ 14,208.41	\$ 14,208.41	\$ 10,000	\$ 4,208
560-001	La Academia Dolores Huerta	80-048-6081	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000	\$ -
546-001	La Tierra Montessori School of the Arts and Sciences	07-860-4652	\$ 13,267.39	\$ 10,000.00	\$ 23,267.39	\$ 23,267.39	\$ -	\$ 23,267
567-001	Las Montañas Charter School	02-905-6318	\$ 1,708.17	\$ 10,000.00	\$ 11,708.17	\$ 11,708.17	\$ -	\$ 11,708
519-001	MASTERS Program (The)	96-461-5798	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
547-001	McCurdy Charter School	07-873-2212	\$ 5,162.17	\$ 10,000.00	\$ 15,162.17	\$ 15,162.17	\$ 10,000	\$ 5,162
501-001	Media Arts Collaborative Charter School	00-424-7970	\$ 134.73	\$ 10,000.00	\$ 10,134.73	\$ 10,134.73	\$ 12,654	\$ (2,519)
578-001	Middle College High School	03-747-5351	\$ 4,667.93	\$ 10,000.00	\$ 14,667.93	\$ 14,667.93	\$ 10,000	\$ 4,668
542-001	Mission Achievement and Success Charter School	08-055-1210	\$ 0.21	\$ 66,693.02	\$ 66,693.23	\$ 66,693.23	\$ 68,711	\$ (2,018)
564-001	Monte del Sol Charter School	01-474-4200	\$ 9,520.36	\$ 10,000.00	\$ 19,520.36	\$ 19,520.36	\$ 14,537	\$ 4,983
529-001	Montessori Elementary School (The)	80-048-6230	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000
549-001	New America School of Las Cruces	07-919-4295	\$ 100.00	\$ 10,000.00	\$ 10,100.00	\$ 10,100.00	\$ 10,000	\$ 100
554-001	New Mexico Connections Academy	07-920-1379	\$ 48,146.52	\$ 23,459.06	\$ 71,605.58	\$ 71,605.58	\$ 26,135	\$ 45,471
509-001	New Mexico School for the Arts	08-055-4399	\$ 12.30	\$ 10,000.00	\$ 10,012.30	\$ 10,012.30	\$ 10,000	\$ 12
504-001	North Valley Academy	13-693-0356	\$ 517.33	\$ 12,612.19	\$ 13,129.52	\$ 13,129.52	\$ 13,283	\$ (153)
577-001	Raíces del Saber Xinachtli Community School	11-707-1791	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,000	\$ 10,000
539-001	Red River Valley Charter School	15-937-4347	\$ 6,873.93	\$ 10,000.00	\$ 16,873.93	\$ 16,873.93	\$ 14,753	\$ 2,121
570-001	Roots and Wings Community School	83-324-3388	\$ 26.41	\$ 10,000.00	\$ 10,026.41	\$ 10,026.41	\$ 16,126	\$ (6,100)

EXHIBIT A (24308 - FINAL FY21-22)



NEW MEXICO

Public Education Department

USDE_Coronavirus Response & Relief Supplemental Appropriations ACT/ESSER II (24308) FINAL AWARD FY21-22

OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	DUNS #	FY20-21 CARRYOVER	Amount of federal funds obligated by this sub-award to subrecipient	Total amount of federal funds obligated to subrecipient including current financial obligation	Total amount of the federal award committed to subrecipient	FY21-22 APPROVED BUDGET	FY20-21 Expenditures	TOTAL AMOUNT TO BAR
45	Wagon Mound Public Schools	10-005-4238	\$317,722.77	\$97,918.90	\$415,641.67	\$415,641.67	\$311,831	\$64,848.28	\$38,962
68	West Las Vegas Public Schools	06-942-2491	\$3,039,216.78	\$50,741.48	\$3,089,958.26	\$3,089,958.26	\$3,039,216	\$0.00	\$50,742
89	Zuni Public School District	10-504-2907	\$3,159,675.36	\$538,147.36	\$3,697,822.72	\$3,697,822.72	\$2,939,442	\$504,766.78	\$253,614
	STATE CHARTERS								
580-001	21st Century Public Academy	06-603-3031	\$0.00	\$365,887.56	\$365,887.56	\$365,887.56	\$0	\$0.00	\$365,888
579-001	ACES Technical Charter School	11-720-9802	\$0.00	\$78,775.54	\$78,775.54	\$78,775.54	\$0	\$0.00	\$78,776
528-001	Albuquerque Bilingual Academy	01-594-6921	\$609,964.90	\$4,558.61	\$614,523.51	\$614,523.51	\$609,965	\$0.00	\$4,559
574-001	Albuquerque Collegiate Charter School	08-120-1500	\$95,954.92	\$149,018.97	\$244,973.89	\$244,973.89	\$95,955	\$0.00	\$149,019
524-001	AIMS @ UNM	96-759-4388	\$31,003.22	\$75,257.77	\$106,260.99	\$106,260.99	\$31,003	\$0.00	\$75,258
516-001	Albuquerque School of Excellence	96-438-5368	\$171,787.73	\$451,465.27	\$1,163,253.00	\$1,163,253.00	\$711,788	\$0.00	\$451,465
517-001	Albuquerque Sign Language Academy (The)	96-258-6008	\$112,219.20	\$47,498.20	\$159,717.40	\$159,717.40	\$0	\$7,552.16	\$152,165
532-001	Aldo Leopold High School	82-586-2134	\$63,480.44	\$101,535.16	\$165,015.60	\$165,015.60	\$0	\$92,408.82	\$72,609
511-001	Alma d' arte Charter High School	15-834-9188	\$177,939.74	\$12,833.59	\$190,773.33	\$190,773.33	\$157,172	\$18,080.08	\$15,521
575-001	Altura Preparatory School	08-119-9774	\$122,109.60	\$40,956.29	\$163,065.89	\$163,065.89	\$122,110	\$0.00	\$40,956
525-001	Amy Biehl Charter High School	04-453-9596	\$192,449.58	\$73,671.56	\$266,121.14	\$266,121.14	\$192,450	\$44,136.50	\$29,535
520-001	ASK Academy (The)	02-763-1876	\$119,790.57	\$8,686.55	\$128,477.12	\$128,477.12	\$119,791	\$0.00	\$8,686
512-001	Cesar Chavez Community School	18-762-1888	\$297,847.75	\$24,176.48	\$322,024.23	\$322,024.23	\$308,265	\$10,416.98	\$3,342
562-001	Dzit Dit Lool School of Empowerment, Action and Perseverance	08-015-4085	\$104,018.07	\$7,820.42	\$111,838.49	\$111,838.49	\$255,751	\$0.00	\$7,820
550-001	Estancia Valley Classical Academy	08-025-5234	\$239,501.62	\$72,109.76	\$311,611.38	\$311,611.38	\$195,535	\$16,249.50	\$39,611
557-001	Explore Academy	05-466-2018	\$69,494.88	\$407,172.11	\$476,666.99	\$476,666.99	\$195,535	\$126,039.79	\$155,092
581-001	Explore Academy - Las Cruces	11-796-3225	\$0.00	\$100,276.79	\$100,276.79	\$100,276.79	\$0	\$0.00	\$100,277
503-001	Horizon Academy West	79-372-5230	\$150,057.34	\$257,859.09	\$407,916.43	\$407,916.43	\$451,792	\$301,733.73	(\$545,609)
573-001	Hozho Academy	08-124-4280	\$258,014.82	\$439,033.25	\$697,048.07	\$697,048.07	\$426,018	\$168,002.71	\$103,027
535-001	J. Paul Taylor Academy	08-002-1416	\$125,183.48	\$17,687.53	\$142,851.01	\$142,851.01	\$138,444	\$13,280.31	(\$8,853)
560-001	La Academia Dolores Huerta	80-048-5081	\$192,528.75	(\$49,506.59)	\$143,023.16	\$143,023.16	\$192,529	\$0.00	(\$49,506)
546-001	La Tierra Montessori School of the Arts and Sciences	07-860-4652	\$39,102.95	\$35,506.43	\$74,609.38	\$74,609.38	\$125,567	\$86,464.30	(\$137,422)
567-001	Las Montañas Charter School	02-905-6318	\$175,363.54	\$113,885.16	\$289,238.70	\$289,238.70	\$0	\$105,877.37	\$183,361
547-001	McCurdy Charter School	07-873-2212	\$512,104.70	(\$62,069.66)	\$450,035.02	\$450,035.02	\$527,450	\$15,344.98	(\$92,760)



IDEA B Application
Certification of Assurances and
Board of Education or Governing Authority and LEA Approval of Local IDEA B Funding Application



Instructions: Print this page, obtain required signatures then upload the page to SharePoint.

Local Education Agency Name: **Las Montañas Charter High School**

Local IDEA-B Funding Application Approval

Authorized Representative Certification of Assurances

In conjunction with this submission, I certify that all assurances, listed in Section I - Public Information and marked as "yes" in the Plan of Assurances have been met, or that the LEA has completed, or will complete and submit proof of adoption to the Special Education Division (SED), policies and procedures that are consistent with State policies and procedures established under IDEA B regulations, by no later than June 30, 2022. I further certify that the LEA can make the assurances marked as "yes" in Section III and IV of this application. These provisions meet the requirements of IDEA B as found in Public Law No. 108-446. The LEA or State agency will operate its Part B program in accordance with all of the required assurances. If any assurances have been checked "no", I certify that the LEA or State agency will operate throughout the period of this grant award consistent with the requirements of IDEA, as found in Public Law No. 108-446 and any applicable regulations, and will make such changes to existing policies and procedures as are necessary to bring those policies and procedures into compliance with the requirements of IDEA, as amended, as soon as possible, and not later than June 30, 2022. (34 CFR § 76.104).

Printed/Typed Name and Title of Authorized Representative of the LEA or State Agency:

Caz Martinez, Director

Authorized Representative's Signature (REQUIRED):

Date:

Board of Education or Governing Authority and LEA Approval of Local IDEA B Funding Application

This application for IDEA B Entitlement funding was submitted to the local educational agency's (LEA's) local school board or governing authority for approval and the LEA has elected to submit this application for the purpose of maximizing resources in meeting fully all obligations to children with disabilities of the district under the Individuals with Disabilities Education Act Part B.

The 2022-2023 application for IDEA B Entitlement funding was approved on: *Enter date.*

The Board of Education or Governing Authority for the:

Las Montañas Charter High School

School District, State Chartered Charter School

or State Supported Educational Programs provides assurance to the New Mexico Public Education Department (PED), SED that the applicable Federal, State and local laws and regulations will be met as described in the Local Application for IDEA B Funding. We the undersigned, further certify that all assurances in this application as provided to the PED have been approved by the local Board of Education and/or Charter School Governing Authority.

Board of Education/Governing Board President Signature (REQUIRED):

Date:

Superintendent Signature/ Head Administrator Signature (REQUIRED):

Date:

Special Education Director Signature (REQUIRED):

Date:

Business Manager* (REQUIRED):

*☐ Check box if Business Manager acknowledges receipt of the Budget Summary page, of the 2022-2023 application, for the purposes of setting up a correct budget in OBMS per fund/function.

Business Manager Signature (REQUIRED):

Date:

Parent Involvement (REQUIRED):

I represent parents of the LEA. My signature below assures the Department that parents participated in the development of the IDEA B Entitlement budget for the 2022-2023 School Year.

Parent Representative Signature (REQUIRED):

Date:



State of New Mexico
Department of Finance & Administration
 180 Bataan Memorial Building
 Santa Fe, New Mexico 87501
 Phone: (505) 827-4985
 Fax: (505) 827-4984
 www.nmdfa.state.nm.us

Michelle Lujan Grisham
 GOVERNOR

Deborah K. Romero
 Cabinet Secretary

DATE: April 12, 2022

TO: State Agency CFOs & Local Public Bodies

FROM: Mark Melhoff, Deputy Director 

SUBJECT: FCD Memo FY22-006 – Fiscal Year 23 Per Diem Rates

The Department of Finance & Administration (DFA) has published the Fiscal Year 23 per diem rates as required by 10-8-4 (B) & (C), NMSA 1978. The calculation of the updated rates has taken into consideration the standard rates established by the United States general services administration. These rates go into effect July 1, 2022. The rate chart can be found on the DFA website by following the link below.

<https://www.nmdfa.state.nm.us/financial-control/resource-information/memos-and-notice/>

Feel free to contact me directly with questions.

State of New Mexico Per Diem Rates			
<i>As Published by DFA on May 1, 2022. FY23 rates are effective July 1, 2022.</i>			
Per Diem Rate for Overnight Travel	FY21	FY22	FY23
In-State	85.00	151.00	155.00
In-State - County of Santa Fe (Special Area)	135.00	194.00	202.00
Out-of-State	115.00	151.00	155.00
<i>With the exception of Santa Fe County, per diem rates are set at the standard GSA rate.</i>			
Meal Rates for Actual Reimbursements	FY21	FY22	FY23
In-State	30.00	55.00	59.00
Out-of-State	45.00	55.00	59.00
<i>Note: Meals are only reimbursable when using approved actual rates (per 24-hour period)</i>			
Partial Day/Return from Travel/Same Day	FY21	FY22	FY23
less than 2 hours	-	-	-
2 hours but less than 6	12.00	18.00	20.00
6 hours but less than 12	20.00	40.00	42.00
12 hours but less than 24	30.00	55.00	59.00
<i>The Travel & Per Diem Act allows for actual reimbursement when per diem rates are insufficient.</i>			