



New Mexico Public Education Commission (PEC)

Governing Body Member Change Notification Instructions

Purpose: To notify the Public Education Commission (PEC) of a change in a member or members of the school's Governing Body. The school may report multiple member resignations/removals and designations on the same form.

Submission Deadline: Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change. Vacancies must be filled within 45 days; one 30-day extension may be requested.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

The school must provide:

- ☐ Fully completed form
- ☐ Approved board minutes or certification of the board's vote accepting the new member
- ☐ Resignation Letter or board meeting minutes removing the previous member
- ☐ Statement of Governing Body Member to Consult with PED
- ☐ Affidavit of Governing Body Member
- ☐ Assurances of Governing Body Member

Contact charter.schools@ped.nm.gov with questions about completing or submitting documents.

Governing Body Member Change Notification Form

Submit this form and all supporting documents to charter.schools@ped.nm.gov

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Monte del Sol Charter, hereafter "the school," effective on 6/1/2020.

Current Governing Body Members and Positions: Peter Mitchell (President), Anne Salzmänn (Vice President), Anne Moses (Treasurer), Sean Pilgrim (Secretary), Yalithza Salcido (Member)

Governing Body Member(s) Resigning or Removed: N/A

New Governing Body Member(s) and Position(s): Amber Goldstein

Contact information for New Governing Body Member(s) (phone, email): 505-316-5500, amber.goldstein@yahoo.com, amber.goldstein@montedelsol.org

Is the school requesting an extension to fill a vacancy: ☐ yes ☒ no

If so, provide date of vacancy: Click or tap here to enter text.

Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: 1 Board Member Addition

Effective Date: 2/26/2025

The school's notification is hereby submitted by:

Signature of School Representative:



Date: 3/19/25

Signature of Governing Board Chair:



Date: 3/19/25

For PEC/CSD use only

PEC Meeting Date:

Agenda: ☐ Consent (typical) ☐ Regular (unusual circumstance)

The school's notification was: ☐ Accepted ☐ Rejected (provide reason)

Electronic signature of CSD Director: _____ **Date:** _____

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF Santa Fe)

I, Amber Goldstein, after being duly sworn, state:

1. My name is Amber Goldstein and I reside in Santa Fe, New Mexico.

2. I am a member of the governing body of Monte del Sol Charter School | in Santa Fe, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the Monte del Sol's governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Signature]

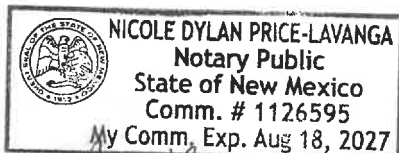
4/3/25
Date

Amber Goldstein
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3rd day of April, 2025.

[Notary Seal:]



[Signature]
NOTARY PUBLIC

My commission expires: Aug 18, 2027.

ASSURANCES

My name is Amber Goldstein and I reside in Santa Fe, NM. I am a member of the governing body for Monte del Sol a charter school which is located at 4157 Walking Rain Rd, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Amber Goldstein
Printed Name

AG
Signature

4/3/25
Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Monte del Sol Charter School located in
____ Santa Fe _____, New Mexico.

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Monte del Sol _____'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE MONTE DEL SOL CHARTER SCHOOL | GIVE THE
FOREGOING STATEMENT THIS 8 DAY OF April, 2025

1. [signature]
Amber Goldstein
[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.



Monte del Sol Charter School • Santa Fe

Board Minutes - Regular Board Meeting

Governing Board Monte del Sol Charter School
4157 Walking Rain Road Santa Fe, NM 87507

Wednesday, February 26, 2025

5:00 PM in Room 2 and via [Zoom](#) (link below)

Call to Order/General Welcome Time - 5:06pm

Roll Call of Governing Body Attendance:

Peter Mitchell (President)

Anne Salzmänn (Vice President)

Anne Moses (Treasurer)

Sean Pilgrim (Secretary) - arrived 5:07pm

Yalithza Salcido (Member) - arrived 5:08pm

Amber Goldstein (Prospective Member)

Zoë Nelsen (Head Learner)

Erika Penczer (Assistant Head Learner)

Wendy Leighton (NEA)

Udell Calzadillas Chavez (Faculty)

David DePolo (Faculty)

Kimberly Gonzales (Axiom)

Anya Friday (Scribe)

Not Present: n/a

Review and Approval of Agenda – February 26, 2025

Motion to approve Agenda as presented by: Anne Moses

2nd: Anne Salzmänn

Peter Mitchell YES
Anne Salzmänn YES
Anne Moses YES

Review and Approval of Minutes for Regular Board Meeting – January 15, 2025

Motion to approve Minutes as presented by: Anne Moses

2nd: Anne Salzmänn

Peter Mitchell YES
Anne Salzmänn YES
Anne Moses YES
Sean Pilgrim YES

Public Comment: *(if needed) - none at this time*

Non-Governing Council Reports: Time - 5:09pm

Faculty Report – Udell Calzadillas-Chavez

- Reviewed Costa Rica trip planning and fundraising, trip planned for 5/28/25-6/5/25
- Ski Program is underway, students and staff enjoying themselves



- Four staff attended a Culturally Responsive training in ABQ
- Reviewed Lock Down Drill last week
- “Know Your Rights” training completed for staff and students in preparation for possible ICE response, planning to do a training for parents
- MDS was in the paper for Black History Month

NEA Report - Wendy Leighton

- NEA NM lobby day at the roundhouse 2/25/25
- Tuesday 3/2/25 wear red to support public education
- NEA will continue to advocate for public education and educators
- Wendy Leighton and Giselle Piburn spoke on the radio show Business Matters to promote MDS and the April 25th celebration
- Provided update on April 25th celebration

MDS Foundation Report – update from Dr. Zoë Nelsen

- Foundation Meeting 2/25/25
- Effective communication with IRS to update non-profit status, should be reinstated within 7-10 days
- Bookkeeper is stepping down - looking for a replacement
- Portables are owned by the Foundation, working with lawyers to donate portables to MDS
- Foundation supported our lobbyist this year

Items for Discussion/Vote: Time - 5.25pm

I. Previous Month/Finance Month-End Report – Axiom Analytics: Katie Rarick/Kimberly Gonzales

A. Financial Presentation

B. Financial considerations to be voted on

1. Review and recommend approval or disapproval of disbursements

a) Receipts = \$771,543.31

b) Disbursements = \$537,627.06

Motion to approve Disbursements as presented by: Anne Moses

2nd: Yalithza Salcido

Peter Mitchell YES

Anne Salzmann YES

Anne Moses YES

Yalithza Salcido YES

Sean Pilgrim YES

2. Review and recommend approval or disapproval of bank reconciliations

a) Beginning Balance as of 1/1/25 \$ 2,541,137.73

b) Ending Balance as of 1/31/25 \$2,775,053.98

c) January 2025 Activity = + \$233,916.25

Motion to approve Bank Reconciliations as presented by: Yalithza Salcido

2nd: Anne Moses

Peter Mitchell YES

Anne Salzmann YES

Anne Moses YES

Yalithza Salcido YES

Sean Pilgrim YES



3. Review BARs

- a) BAR 24106-564-000-2425-0021-IB
- b) BAR 24189-564-000-2425-0020-D
- c) BAR 28211-564-000-2425-0019-IB
- d) BAR 31200-564-000-2425-0011-I
- e) BAR 24113-564-000-2425-0003-I

Motion to approve all BARs as presented by: Anne Moses

2nd: Yalithza Salcido

Peter Mitchell YES
Anne Salzmman YES
Anne Moses YES
Yalithza Salcido YES
Sean Pilgrim YES

II. Policies

A. Second Reading: Seclusion and Restraint Policy

- 1. Revision: Specify in the policy which positions and which staff should receive this training and who has authority to use the restraint policy

Motion to approve the Second Reading of the Seclusion and Restraint Policy with the requested revisions as presented by: Anne Moses

2nd: Yalithza Salcido

Peter Mitchell YES
Anne Salzmman YES
Anne Moses YES
Yalithza Salcido YES
Sean Pilgrim YES

B. First Reading: Policy to Establish a Banking Sweep Account

Motion to approve the First Reading of the Policy to Establish a Banking Sweep Account as presented by: Anne Salzmman

2nd: Sean Pilgrim

Peter Mitchell YES
Anne Salzmman YES
Anne Moses YES
Yalithza Salcido YES
Sean Pilgrim YES

C. First Reading: Review changing by-laws as per the PEC regarding membership

- 1. Public Education Commission requiring a policy detailing steps and processes if all Board Members resign
- 2. Due June 30th, first reading needs to be May 2025 at the latest
- 3. Table the reading until the policy is reviewed and provided by the lawyer

III. Contract Review/Grant Applications - none at this time

IV. Governing Council Recruitment

A. Amber Goldstein (vote)

Motion to approve Amber Goldstein as new board member of Monte del Sol Charter School as presented by: Seam Pilgrim



2nd: Anne Moses

Peter Mitchell YES
Anne Salzmann YES
Anne Moses YES
Yalithza Salcido YES
Sean Pilgrim YES

V. Board Resolution – none at this time

Restroom Break Time - 5:48pm

Board Business: *Time - 5:59pm*

VI. Standing Reports

A. Standing Board Committees Reports

1. Building

- a) Updated deadline to submit amendment to the master plan to the city 3/10/25
- b) Plan and permitting likely pushed out to November 2025
- c) Three classrooms and some office spaces will be displaced during the construction from the removal of the portables

2. Academic

- a) Discussed starting the committee with Erika Penczer's help
- b) Suggest meeting once a quarter

B. Standing MDS Committees

- 1. Erika Penczer - update on Parent Committee and Academic Committee

C. Head Learner's Report – Dr. Zoë Nelsen

1. Lottery Application

- a) At 3:30pm today on Zoom
- b) 186 applicants, always bring in more students than top enrollment allows
- c) Budget for 360 enrollment, current enrollment is 344

2. Review Charter Contract Negotiations (e.g., goals and performance framework, March 12, 2025 starting 11:00 am)

3. Strategic Plan

4. Reviewed Mission Specific Capstone Presentations and Goals

5. Staffing - reviewed new hires

6. Kitchen - PED Administrative Review last month, based on audit findings and PED suggestions MDS is working to contract with a Food Service Management Company for the remainder of this school year and will go to RFP for next school year

7. Innovation Zones - reviewed updates and goals

8. Reengagement Program - applied to help reengage current seniors who are 6 credits short of graduating

9. Organizational structure - reviewed plan

10. Budget Update - received budgets from departments, plan to start a budget committee

D. Board President Report – Peter Mitchell



1. Capital Outlay - \$350,000 for construction of the building
2. Board Training - Proposing April 5th or 12th for a three hour training

VII. Review of ongoing Actions/Activities - none at this time

VIII. Items for the next regular Board meeting

- A. First Reading: Review changing by-laws as per the PEC regarding membership
- B. Second Reading: Policy to Establish a Banking Sweep Account
- C. Establishing Academic Committee members

IX. Possible Executive Session

- A. Head Learner Evaluation
- B. CBA Openers

X. Adjournment Time - 6:55pm

Motion to adjourn as presented by: Amber Goldstein
2nd: Anne Moses

Peter Mitchell YES
Anne Salzmann YES
Anne Moses YES
Yalithza Salcido YES
Sean Pilgrim YES
Amber Goldstein YES

 3/19/25
Approved by President Date

***The next regular meeting is Wednesday, March 19, 2025, at 5:00 pm.**

*The agenda is available at montedelsol.org, and a paper copy is posted to the right of the front door of the school.

Accessibility

If you are an individual with a disability who needs 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 Monte del Sol Charter School at 982-5225, at least one week before the meeting if possible. Public documents, including agendas and minutes, can be provided in various accessible formats. Please contact the Office of the Head Learner at 982-5225 if a summary or other format is needed.

Directions

From Rodeo Road, take Richards Avenue south to Governor Miles, the first traffic light. Take a right onto Governor Miles and proceed .7 miles to Dancing Ground Road. Go left. At Walking Rain Road, go left again and continue until you reach the school.

Zoom Invitation

Topic: Monthly Governing Board Meeting



Monte del Sol Charter School • Santa Fe

Time: This is a recurring meeting, 3rd Wednesday of the Month unless otherwise stated

Join Zoom Meeting <https://us02web.zoom.us/j/84240236424>

Meeting ID: 842 4023 6424

One tap mobile

+12532158782,,84240236424# US (Tacoma)

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Dial by your location

+1 253 215 8782 US (Tacoma)

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+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 842 4023 6424

Find your local number: <https://us02web.zoom.us/j/kcR4tMzM>