



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 New America School-Las Cruces, hereafter "the school," effective on 5/1/2022.

Current Governing Body Members and Positions: Susie Kimble, Roberta Stathis, Jessica Castro-Buelna, Dae Romero, Cecilia Hernandez, Oscar Juarez

Governing Body Member(s) Resigning or Removed: Fernando Macias, resignation

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

Contact information for New Governing Body Member(s) (phone, email): Click or tap here to enter text.

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: Click or tap here to enter text.

Effective Date: 11/29/2024

The school's notification is hereby submitted by: December 20, 2024

Signature of School Representative:  **Date:** 12/18/24

Signature of Governing Board Chair:  **Date:** 12/19/24

For PEC/CSD use only

PEC Meeting Date:

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

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

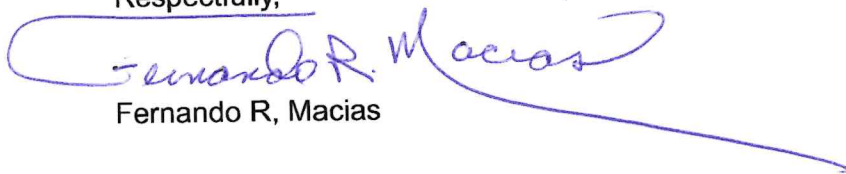
Electronic signature of CSD Director: _____ **Date:** _____

T0:Susie Kimble
President, Governing Council
New America High School-Las Cruces

Susie,

Please accept my Letter of Resignation related to my membership on the Council. My responsibilities as District Attorney are going to be more time consuming than anticipated. The resignation is effective on November 29, 2024. If I can assist you related to school business before that date, including identifying a replacement please let me know. It has been an honor to serve with you and the other Council members.

Respectfully,

A handwritten signature in blue ink that reads "Fernando R. Macias". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Fernando R, Macias