



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:

X Fully completed form

☐ Approved board minutes or certification of the board's vote accepting the new member

X 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 Explore Academy – Las Cruces (581-0010, hereafter "the school," effective on 7/1/2021.

Current Governing Body Members and Positions: Clara Raley and Dr. Christine Reyes, Co-Chairs; Lanell Pahe, Secretary; and Gabriela Graham

Governing Body Member(s) Resigning or Removed: Vice Chair Claren Mulhall

New Governing Body Member(s) and Position(s): To be designated at May 14th board meeting

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: April 1, 2025

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

May 1, 2024: Head Admin (Karen Casedy to Dr. Toni Hull);

August 14, 2024: Governing Board Member (Jenifer Lichtenfels to Dr. Christine Reyes)

Effective Date: 4/1/2025

The school's notification is hereby submitted by:

Signature of School Representative: Karen L. Woe **Date:** 4/28/2025

Signature of Governing Board Chair: Clara Raley **Date:** 4/28/2025

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:** _____

Claren Mulhall
Board Vice Chair
Las Cruces, NM 88007
claren.mulhall.lcsboard@explore.academy
505-573-8555
March 12, 2025

Co-Chairs Clara Raley and Dr. Christine Reyes

Explore Academy Las Cruces
Las Cruces, NM 88011

Subject: Resignation from Explore Academy Las Cruces

Dear Co-Chairs Raley and Reyes,

I am writing to formally resign from my position on the Explore Academy School Board effective, April 1, 2025. This decision was not made lightly, but due to some health concerns, I find that I must step away at this time.

Serving on the board has been a privilege, and I am grateful for the opportunity to have worked alongside such dedicated individuals in support of our school and students. I appreciate the experiences, insights, and relationships I have gained during my tenure, and I remain committed to the success of our charter school.

To ensure a smooth transition, I am happy to assist in any way I can in the coming weeks. Please let me know how I can best support the board during this time.

Thank you for your understanding and for the opportunity to serve our community in this capacity. I look forward to seeing the continued positive impact of the board's work.

Sincerely,



Claren Mulhall