



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 Taos Integrated School of the Arts, hereafter "the school," effective on 3/18/2025.

Current Governing Body Members and Positions: Alejandra Villalobos President; April Grayson, Vice President; Andrea Nicholson, Secretary; Diego Trujillo, member; Kristin Oflaherty, member; Yvonne Trujillo, member; Sarah Dzieweczynski, member

Governing Body Member(s) Resigning or Removed: Click or tap here to enter text.

New Governing Body Member(s) and Position(s): Lindsay Walkowski, member

Contact information for New Governing Body Member(s) (phone, email): Lindsay Walkowski, linsaywalkowski@gmail.com, 575-752-6058

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: None

Effective Date: 3/18/2025

The school's notification is hereby submitted by:

Signature of School Representative:  **Date:** 4/29/2025

Signature of Governing Board Chair:  Alejandra Villalobos Melendez (Apr 29, 2025 11:07 EDT) **Date:** 29/04/25

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)

I, Lindsay Walkowski, after being duly sworn, state:

1. My name is Lindsay Walkowski and I reside in Taos, New Mexico.

2. I am a member of the governing body of the [insert name of school] in TISA Taos County, 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 [insert name of school]'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.

L Walkowski
[Signature]

April 23, 2025
Date

Lindsay Walkowski
[Print]

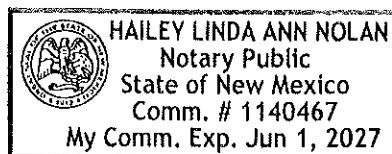
VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 23rd day of April, 2025.

[Notary Seal:]

Hailey Linda Ann Nolan
NOTARY PUBLIC

My commission expires: June 1st, 2027.



ASSURANCES

My name is Lindsay Walkowski and I reside in Taos, NM. I am a member of the governing body for Taos Integrated School of the Arts a charter school which is located at 118 Tealhe St. Taos. 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.

Lindsay Walkowski

Printed Name

Lindsay Walkowski

Signature

4.21.25

Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Taos Integrated School of the Arts, located in Taos, 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 [insert name of school]'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 Taos Integrated School of the Arts GIVE THE FOREGOING STATEMENT THIS 29 DAY OF April, 2023.

1. *Lindsay Walkowski*
Lindsay Walkowski (Apr 29, 2023 13:23 MDT)

[signature]
Lindsay Walkowski

[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Lindsay Walkowski

Attach additional pages if membership exceeds five.

Minutes

TAOS INTEGRATED SCHOOL OF THE ARTS GOVERNING COUNCIL

Tuesday, April 15, 2025, at 5:45 PM (MST)

118 Toalne Drive, Taos, NM 87571

Join Zoom Meeting

<https://us04web.zoom.us/j/71697487051?pwd=cUF2eU5DUkwK254c1FH>

[amdybnJFdZ09](#) Meeting ID: 716 9748 7051 Passcode: m9g9Yp

Where decisions for children are made with heart and mind!

Draft Minutes

MEMBERS	COMMITTEE	PRESENT	ABSENT	TERM-END
Alejandra Villalobos Meléndez (President)	Finance & Audit	x		3/2027
April Grayson, (Vice President)	Facilities	x		9/2028
Andrea Nicholson (Secretary)	Feedback Committee	x		8/2029
Sarah Dziewieczynski (Member)	Facilities	x		6/2026
Diego Trujillo (Member)	Feedback Committee	x		
Kristin O’Flaherty (Member)		X 5:54PM		
Linda Seto (Advisor)	Facilities, Community Communications	x		1/2030

Staff present: Nicole Abeyta, Alison Haney, and Richard Greywolf

- I. **Call to order** (1 minute): The meeting was called to order by President Alejandra Villalobos at 5:50PM.
- II. **Establish quorum** (1 minute) Board President Alejandra Villalobos established a quorum with 5 voting members present.

Present: President Alejandra Villalobos, Vice President April Grayson, Secretary Andrea Nicholson, Members Sarah Dziewieczynski, Diego Trujillo and Kristin O’Flaherty; and Advisor Linda Seto.

Absent: attended meeting present at 5:54 p.m. Kristin O’Flaherty

III. Review of Governing Council Mission:

The mission of TISA Governing Council is to ensure the goals of the TISA Charter are met and to work towards creating a cooperative relationship between TISA and the community. This mission will be accomplished by focusing on the TISA’s fundamental values of providing opportunities for our students to reach their maximum potential through a standard-based, multicultural, thematic, and arts-integrated curriculum as stated in our charter. Our priority is the concerns and needs of TISA including parents, children, and staff, as it is related to TISA’s operations and its financial base.

IV. Consent Agenda: (Discussion) (Action Item) (3 minutes)

- i. Review Board Minutes from the March 25, 2025, Meeting
- ii. Agenda for Board Meeting April 15, 2025, Meeting

Vote: Board Vice President April Grayson made a motion to approve the consent agenda, which included the March 25, 2025, Governing Council meeting with discussed edits) and the agenda for the April 15, 2025, meeting.

Board member Diego Trujillo seconded the motion.

Vote: In favor: 6, Against: 0. Motion carries.

V. Declaration of Interest: None

VI. **Public Comments:** Please sign the Public Attendance Sheet and limit comments to (2 minutes per person): No comments. Teacher representative Alison Haney is here.
No Public comments.

VII. **Vote in New Governing Council Member** Lindsay Walkowski (Discussion/Action) (5 minutes).

Vote: Board member Sarah D. made a motion to vote new member Lindsay Walkowski in. Board secretary Andrea Nicholson seconded the motion.

Vote: In favor: 6, Against: 0. Board Votes changes to 7

VIII. **Financial Reports & BARS (Budget Adjustment Request)-** (Discussion)
(Action Item). All financial reports were sent to the Board prior to the meeting via email.

- i. Financial Report (10 minutes)
- ii. Budget Adjustment Request (BARS) (4 min/ BAR)

2025 PED Legislation House Bills that passed the House

- HB 156/aa Increase Educational Salaries (Joy Garratt, Mimi Stewart) – Increases the minimum salaries for teachers (Level 1 \$55,000, Level 2, \$65,000, and Level 3 \$75,000), school counselors and school administrators.
- HB 157/aa New School Licenses (Joy Garratt, Brian G. Baca, Raymundo Lara) – Creates new licenses for site administrators, superintendents, and other school administrators; provides enhanced qualifications and requirements; enacts the School Administrator Development Act; provides powers and duties; sets criteria, provides for a delayed repeal of current school administrator licenses.

The March 2025 Hillcrest TISA Checking account, reconciled with no variance.

Below is a table for the month of March 2025 RFR's, Request for Reimbursements. A total of \$94,551.03 has been requested for the month of March.



RFR (Request for Reimbursement) March 2025						
Fund	Name	Amount Req.	Outstanding	Approval Date	Submitted	Received
21000	USDA Meals February Fed	\$ 13,680.58	\$ 15,673.88		4/7/2025	
21100	USDA February State	\$ 2,629.22	\$ 3,016.82		4/7/2025	
24101	Title 1	\$ 7,994.84			4/2/2025	
24106	IDEA-B	\$ 5,556.84			4/2/2025	
24109	Preschool IDEA-B					
24154	Teacher/Princ. Training Title II	\$ 1,464.87			4/4/2025	
24160	Rural & low income					
24183	USDA Equipment Asst.Program					
24189	Title IV					
27114	Structured Literacy	\$ 16,000.54			4/4/2025	
27107	GOB Library					
27528	Community Schools	\$ 2,957.51			4/4/2025	
27901	Native American Culture	\$ 2,671.13			4/4/2025	
31200	PSFA Lease Assistance	\$ 41,595.50			4/2/2025	
31900	Ed Tech Grant					
Total	Requested	\$ 94,551.03				

- New unit value is at \$6,801 with an increase of \$247.60. Waiting for 910B5 to set budget.
- At risk value formula is changing, this is based on budget cuts.
- There is talk of swiping cash from schools that have cash on hand. School has money on reserve.
- \$50,000 check was returned to the PED for reimbursement for the Indian Language Program.

BARS Budget Adjustment Request

521-000-2425-0051-I- Increase to fund 11000, Operational in the amount of \$125,852.32. This is the 2024-2025 State Equalization Guarantee (SEG) and Charter School Admin Revenue Adjustments. TISA projected a total of 193 students for the 40th day membership and we certified 215 students, an increase of 22 students. Legal aid is being increased by \$5,000; Function 2500 (Central Services) Professional Development is increased by \$2,000; Travel is increased by \$2,000 and a new account line item is being created for capital outlay Function 4000 to allocate a portion of buy out the amount for the TISA buildings in the amount \$119,652.32.

521-000-2425-0052-IB- Initial Budget fund 26107 in the amount of \$10,000.00. This will be used to purchase \$10,000 worth of computers for the Math Lab to increase our math scores. TISA is currently at 32% for math, with a 5% increase from the previous year. We want to use this grant to purchase new Chromebooks for our Math lab to continue this trend.

Vote: Board member Sarah D made a motion to accept the financial report and BARS (Budget Adjustment Request) as presented. Board member Kristin O'Flaherty seconded it.

Vote: In favor: 7, Against: 0. Motion carries.

IX. **Director's Action Plan** (Director's Presentation) (15 minutes)

Based on surveys' results and the needs that will take students to the next level-presentation by Mr. Greywolf:

1. Increase teacher effectiveness. Not enough space for all the staff, and we do not have a nurse. The nurse's office is to be converted into an additional Special Education space.
2. Coffee with director, a monthly meeting. Opportunity for parents to share ideas and feedback with Director Greywolf.
3. Focusing on teachers' needs (lunch with Director off campus to share concerns, thoughts, things that have not been addressed. An opportunity to freely talk about issues.
4. Teacher of the month. Teachers get celebrated.
5. Talked with the Academy's director, and ideas from comments Schoolwide improvement team (teacher, at least one level III teacher, most important areas Retention and recruitment, campus improvement. Restorative justice
6. Special monthly newsletter. Suggestion by one of the staff * 5th grade teachers. Projects that are going on within the school.

7. Middle school lunch. Students must eat in the lunchroom and then go outside. No students are allowed to eat lunch in the classroom. Any leftover food is put in the trash or composter.
8. Chaco Canyon trip – how to make it happen and what kids would go (5 – 8th students that have good academics, attendance, and behavior and have completed the art portfolio *24 students.
9. A monthly newsletter to the staff to keep everyone abreast of what is happening. Teachers feel that sometimes do not know what is going on.
10. Making sure that I have accountability, making sure that all people feel heard. (Going into office, problem resolution, running board)
11. Communication contract – how do we communicate with each other, what are the expectations, what happens when communication breaks down, etc.
12. Office time (when staff can come in) He is figuring out what time he has available.
 - They must meet the demands of surveys and what are the next steps for the school. This is beyond academic achievement, services after school, etc.

Comment from Alison Haney: The nature of being a teacher and our culture is inherently stressful. It is a job where people need support and sometimes, we don't get support from families. It gets worse at the end of the year.

Restorative justice training. The importance of utilizing Talking Circles to create a community where everyone feels heard.

Principal Greywolf evaluates teachers but does not do it anonymously. She feels Rich has an open-door policy to express concerns and needs. She is not an employee who does not feel heard. She is aware that some do not feel heard. She is addressing the anonymous surveys that can create toxicity and allow a chance to vent (any chance to vent). Not an effective way to create a positive environment.

This is her take, wanted to improve. Feel happy in our jobs. For Mr. Greywolf to feel not to feel blindsided and find out at the end of the year a list of complaints. Find a way to do check-ins often and use this to insight positive change.

April Grayson stated Restorative Justice is her area of strength, willing to volunteer to build community member circles. This could address a lot of what Alison is talking about. Gather feedback in a positive way.

Linda Seto had RJ training. First, build community (at staff meetings). It takes a year to build. Then, go to the RJ part of it.

Board President Alejandra Villalobos thanked Mr. Greywolf for the action plan but expressed concern about the time constraints for both teachers and the Director. She worries about fitting these new tasks into already busy schedules and maintaining a welcoming school environment. She also highlighted the need to manage the principal's

workload and committee roles effectively, seeking ways to improve the climate without adding more time commitments.

Board Advisor Linda Seto: collaborative calls with charter leaders regarding evaluations. Not every school evaluation this way. Smaller evaluations check with staff. Seek other ways of collecting data.

Board Secretary Andrea Nicholson suggested to measure more than once a year (during less stressful times)

Board Member Kristin O’Flaherty supported the point of not having anonymous surveys.

X. **Executive Session: Director’s 2025-2026 Salary** (Discussion) (Action Item) (15 minutes)

Vote: *Board Vice President April Grayson made a motion for Board members present to enter an executive session and invite Financial Officer Nicole Abeyta to discuss TISA’s Director’s salary without taking a vote. Board member Kristin O’Flaherty seconded it.*

Vote: *In favor: 7, Against 0. Motion carries.*

Roll Call: These individuals are invited into executive session Sarah Dzieweczynski, Andrea Nicholson, Linda Seto, Diego Trujillo, Kristin O’Flaherty, Lindsey Walkowski, April Grayson, Nicole Abeyta, and Board President Alejandra Villalobos.

The Executive session started at 6:46PM.

Vote: *Board Vice President April Grayson made a motion to exit executive session at 7:16PM. Board Member Lindsey Walkowski seconded it.*

Vote: *In favor: 7, Against 0. Motion carries.*

Board president Alejandra stated we did not hold any votes.

Vice President April stated we did not hold any votes.

Board member Diego Trujillo stated we did not hold any votes.

Board member Kristin O’Flaherty stated we did not hold any votes.

Board Secretary Andrea Nicholson stated we did not hold any votes.

Board member Lindsey Walkowski stated we did not hold any votes.

Board member Sarah Dzieweczynski. stated we did not hold any votes.

Board Members Training Report Update (Discussion) (1 minute)

- People are reviewing updates from PED. April noticed a discrepancy in the recorded times. She has completed the training, but it is not showing as completed.
- New members must complete their initial training within a short period. Training must be finished by June 30.

- Sarah D. explained that new board member training (mentioned during the March meeting) is no longer an option due to State changes.

XI. Review of Board's Calendar -Items and date we should be tracking (Discussion)

XII. Communication Channels School/Families (Discussion) (Action Item) (10 minutes) Rich has addressed some of that through Coffee with Rich. Alejandra wants to create a newsletter before the end of the year. No action was taken.

XIII. Director's Report: (10 minutes):

- Testing, field trips and then end of the year. Fast approaching.
- Last month we got to meet with Taos Pueblo's Secretary. The first opportunity to have a dialogue. The secretary said wonderful things about TISA. Enjoyed having this opportunity, and talked about the great work done at school
- Film Prize Junior, all native students' Indian Education Act. Moonlight and Stick Games won. Only 12 categories won from a pool of 200 films.
- Red Rocket, the fastest American in the US, Native American Hall of Fame to celebrate. Invite council members to movie night TCA on April 23 to showcase films students have done Storytellers with the Elder Stick Games and Moon Light.
- First people who found Smokey the Bear will talk to the students. They will have Smokey the Bear present. Students will be filming during the session.
- Taos County Commission will recognize students for participating in Film Prize Junior and winning.
- Indian Education Act, A mural will be on our school's corner. Painting Collaborating with students to create a pre-contact scene on the wall, Artist Jerome Romero created green t-shirts, the native American recreation of the symbol of the dragon, worked with an iPad and a sketch.
- Money left over for grant USAD.
- Expand food options, looking for another vendor. Work with other charter schools to provide breakfast and lunch for 750 students. Working on MOU to do a project together.
- Frontal stages getting to build together.
- Get more money site work IM. did not feel comfortable putting into a loan Free up money to pay, will allow do that.
- Recognizing directors are not just principals; they are also superintendents. They will get licenses. Procurement office and superintendent license.
- School had a tree planting event Mike M., watering.

- A lot going on with the greenhouse. Figure out how to water during the summer.
- Linda is adding the 4th grade Flamenco program under Gina's direction. NPR will interview some of them. (May 1). This is part of a grant.
- The 5th grade class is working on the Bridge Competition on May 8 at noon at TCS.
- Coding Group. They are finalists. Only surviving team in Taos. Promoted by the Hive. YCL Youth Coding League
- Recognize Sally Greywolf for making this happen for the students.
- High dosage Tutoring \$32,000 for grants, put this into computers.

XIV. **Friends of TISA Report** (5 minutes) Linda Seto stated that Friends of TISA have made the decision to go in school calendar with the following events: Pirate Literacy Night, Lantern Walk, Math Night and May Fair. Great attendance at Roaring Twenties event. May Fair. May 15 from 6:00PM to 7:30PM Two major fundraisers: Krispy Kreme (\$5800), Mayfair raffle, hoping to bring some money in.

XV. **Announcements** (2 minutes):
 Play Desdemona, Tale of Handkerchief is opening. Director Greywolf is directing it with three females. One of the students is a former student.
 Ballet Sleeping Beauty May 16-18

Teen Art show: TISA made a submission. Zoey did. All submitted artwork is on display at Taos Public Library. Work is up for voting. Support TISA students.

SOMOS Young Writers April 20. TISA students will participate.

XVI. **Committee Reports** (10 minutes)

- Audit & Finance Last month we had an update March 31 ends Q3. Uploaded OBMS actuals. A Finance meeting will be scheduled.
- Community Communications: Covered with intended newsletter
- Facilities Rich gave us a good update on that
- Feedback Working Feedback button. We have access to mailbox but no messages yet.

XVII. **Open floor for Comments** (8 minutes) April Grayson commented that she was at a meeting at THS, and a parent was raving about TISA Rich stated that we are at capacity.

Meeting at Pueblo, Board President Alejandra Villalobos stated while at a work meeting with Pueblo leaders, they explicitly mentioned TISA, that there is a lot of participation of Native students from the Pueblo enrolling at TISA and that they are very pleased with their performance.

XVIII. Items for next month's agenda (Discussion) (2 minutes)

- Review committee assignments
- Contract
- Approval Art grant and other grants (federal and state)
- Budget 2025-2026
- Approval of Calendar
- Fiscal year 2026 salary schedule

XIX. Review date of next meeting: (1 minute) May 20 at 5:45PM

XX. Adjournment (Action Item) (1 minute)

Vote: Board secretary Andrea Nicholson made a motion to adjourn at 8:02 PM, Board member Sarah D seconded it.

Vote: In favor 7, Against 0. Motion carries

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 hearing or meeting, please contact Rich Greywolf at 575- 779-9311 least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Rich Greywolf at 575-779-9311 if a summary or other type of accessible format is needed. 10 days per trimester,