

Public Education Commission Governing Body Member Change Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [Explore Academy - Las Cruces], hereafter "The School", effective [01] of [July], [2021].
The School was approved for a [FIVE (5) YEAR TERM] Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: 5 - 9

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 5

☒ **RESIGNATION**

EFFECTIVE DATE OF RESIGNATION, AS PROVIDED ON THE WRITTEN NOTICE FROM THE RESIGNING BOARD MEMBER: 8/10/2021

NAME OF INDIVIDUAL RESIGNING: Val Galvan

☐ **REMOVAL**

DATE OF REMOVAL:

NAME OF INDIVIDUAL BEING REMOVED:

REASON FOR REMOVAL:

DESIGNATION OF NEW BOARD MEMBER TO ☒ **AN EXISTING POSITION** OR ☐ **A NEW POSITION**

EFFECTIVE DATE OF APPOINTMENT, AS PROVIDED IN WRITTEN NOTICE FROM THE BOARD: 8/10/2021

NAME OF INDIVIDUAL BEING DESIGNATED: Jenifer Lichtenfels

HOME ADDRESS: 3463 Calle Del Norte Las Cruces, NM 88005

PHONE NUMBER: 720-544-1394

EMAIL ADDRESS: jenlich@gmail.com

NAME OF BOARD MEMBER BEING REPLACED: Val Galvan


☐ **REQUEST FOR EXTENSION:**

☐ **VOTE NOT TO REPLACE MEMBER:**

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Governing Body Member Change Amendment is hereby submitted by [Clara Welles, GC Chair]
on [August 18, 2021], and affirms the school meets the following eligibility criteria:

- ☒ Amendment must be submitted to the PEC within 30 days of change in membership; and
- ☒ The school's governing board is in compliance with all reporting requirements.

 _____ August 18, 2021
Charter School Representative Signature Date

The School's Governing Body Member, or Charter Representative Change Amendment was:

☐ Approved ☐ Denied

Chair, Public Education Commission Date

2800 N. Roadrunner Pkwy #508
Las Cruces, NM 88011
valgalvan@hotmail.com

July 15, 2021

Dear Ms. Casedy and Governing Council Members,

It is with regret that I am writing to inform you of my need to resign my position on the Governing Council for Explore Academy - Las Cruces, with an effective date of August 10, 2021.

I am relocating to Arizona and, therefore, will not be able to continue to serve the school here in New Mexico. It has been a pleasure being a part of the school's Governing Council and I am so proud of all that has been accomplished thus far. I have no doubt the board and the school will be successful as it begins serving students and continues to grow.

If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.

Best regards,

A handwritten signature in dark ink, appearing to read 'Val Galvan', with a stylized, cursive script.

Val Galvan

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CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 11, 2021 at 6:00 pm, a meeting of the Governing Body of Explore Academy - Las Cruces, a New Mexico public charter school, was held at virtually via Zoom link on the agenda. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted four (4) in favor and zero (0) opposed to approve the designation of **Jenifer Lichtenfels** as a board member; Motion made by Clara Welles and seconded by Val Galvan.

The members voting in favor were:

Clara Welles, Claren Wilson, Val Galvan, and Gabriela Graham

The members voting in opposition were:

none

I, the undersigned, certify that this is a true copy.

A handwritten signature in cursive script, appearing to read "Clara Welles", is written over a horizontal line.

Chair, Governing Council

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF DONA ANA)

I, Jenifer Lichtenfels, after being duly sworn, state:

1. My name is Jenifer Lichtenfels and I reside in Las Cruces, New Mexico.
2. I am a member of the governing body of the Explore Academy Las Cruces in Las Cruces, 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 Explore Academy Las Cruces'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.

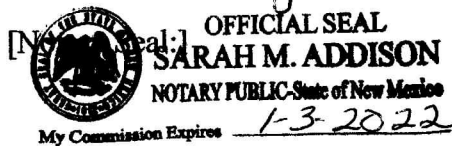
Jenifer Lichtenfels
[Signature]

8/2/2021
Date

JENIFER LICHTENFELS
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 2 day of Aug., 2021.



Sarah M. Addison
NOTARY PUBLIC

My commission expires: 1-3, 2022.

ASSURANCES

My name is JENIFER LICHTEFELS and I reside in LAS CRUCES, New Mexico. I am a member of the governing body for EXPLORE ACADEMY LAS CRUCES a charter school which is located at LAS CRUCES, New Mexico. 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.

JENIFER LICHTENFELS
Printed Name

Jenifer Lichtenfels
Signature

07/31/2021
Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of Explore Academy - Las Cruces located in Las Cruces, NM.

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.

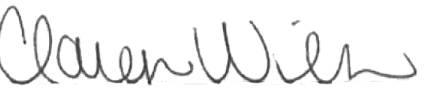
We make this statement as part of Explore Academy's application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

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.

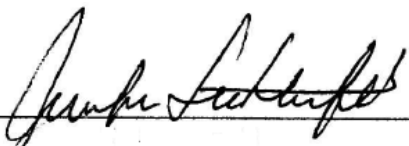
THE FOLLOWING MEMBERS OF THE Explore Academy - Las Cruces's
GOVERNING BOARD GIVE THE FOREGOING STATEMENT THIS **11th DAY OF August 2021**.

1. 
Chair Clara Welles

2. 
Secretary Claren Wilson Mulhall

3. 
Member Karen Dixon

4. 
Member Gabriela Graham

5. 
Member Jenifer Lichtenfels