

Public Education Commission Governing Body Member Change Notification Form

The Charter Contract, was entered into by and between the New Mexico Public Education Commission, and **Raíces del Saber Xinachtli Community School**, hereafter "The School", effective **14th of June, 2019**. The School was approved for a **5 year** Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: Our bylaws require a minimum of 5 board members and allow a maximum of 9 board members.

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: We currently have 6 board members due to the Resignation of Paul Gutierrez at the end of May, 2021. Maria Luisa Gonzalez will be a new additional member, bringing our membership to 7 members still within the range of 5 to 9 members as specified on our Bylaws.

EFFECTIVE DATE OF CHANGE: July 22, 2021

☐ **RESIGNATION**

DATE OF RESIGNATION:

NAME OF INDIVIDUAL RESIGNING:

☐ **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**

DATE OF DESIGNATION: July 22, 2021

NAME OF INDIVIDUAL BEING DESIGNATED: Maria Luisa González

HOME ADDRESS: 4930 Ocotillo Road, Las Cruces, NM 88011

PHONE NUMBER: 575-312-1046

EMAIL ADDRESS: malu2020gonzalez@gmail.com

NAME OF BOARD MEMBER BEING REPLACED:

☐ **REQUEST FOR EXTENSION:**

☐ **VOTE NOT TO REPLACE MEMBER:**

The School's Governing Body Member Change Notification is hereby submitted by Jane Asche on August 20, 2021 and affirms the school meets the following eligibility criteria:

Notification was submitted to the PEC within 30 days of change in membership. ***Due to a failure of the electronic transmission I sent on August 20, of which I have just become aware, I am just resending this information.***

☒ The school's governing board is in compliance with all reporting requirements.



Charter School Representative Signature (Chair, GB Development Committee)

08/20/21
Date

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

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

Certification of Board Vote

Highlight and replace all capitalized text below.

Certificate Of Governing Body Vote

This document certifies that on JULY 22, 2021, at 6:21 - 7:40 PM a meeting of the Governing Body of RAICES DEL SABER XINACHTLI COMMUNITY SCHOOL a New Mexico public charter school, was held at 2211 N. VALLEY DRIVE in LAS CRUCES, NM. 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 that Maria Luisa Gonzales be brought onto the Raices Governance Board for a three-year term beginning immediately.

The members voting in favor were: JANE ASCHE, TONYA HALL, DAN FERRARO, RAY REICH.

The members voting in opposition were: NONE (Two board members had excused absences during this meeting, but a quorum composed of 4 members was present.)

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



Signature of Individual Authorized To Certify the Vote (Secretary or other Officer)

NAME OF CERTIFYING OFFICER - Tonya Hall

TITLE OF OFFICER - Governance Board Secretary

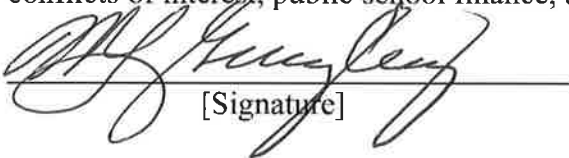
DATE SIGNED – 7/29/2021

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF Doña Ana)

I, Maria Luisa Gonzalez, after being duly sworn, state:

1. My name is Maria Luisa Gonzalez and I reside in Las Cruces, New Mexico.
2. I am a member of the governing body of the Raíces del Saber Xinachtli Community School 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 Raíces del Saber Xinachtli Community 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.


[Signature]

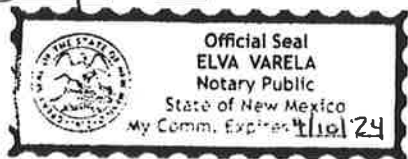
7-30-2021
Date

Maria Luisa Gonzalez
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 30 day of July, 2021.

[Notary Seal:]




NOTARY PUBLIC

My commission expires: April 10, 2024.

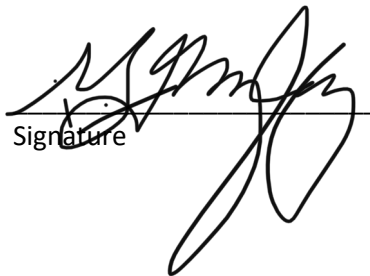
ASSURANCES

My name is Maria Luisa Gonzáles and I reside in Las Cruces, NM. I am a member of the governing body for Raices del Saber Xinachtli Community School, a charter school which is located at 2211 N. Valley Drive, Las Cruces, NM, 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.

Maria Luisa González
Printed Name


Signature

09/24/21
Date

Public Education Commission Governing Body Member Change Notification Form
The Charter Contract, was entered into by and between the New Mexico Public Education Commission,
and **Raíces del Saber Xinachtli Community School**, hereafter "The School", effective **14th of June, 2019**.
The School was approved for a **5 year** Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: Our bylaws require a minimum of 5 board members and allow a maximum of 9 board members.

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: We currently have 9 Members counting two new members, but Governance Board Members Jane Asche and Emma Armendáriz terms end Sept. 27, 2021. Then there will be 7 members.

EFFECTIVE DATE OF CHANGE: August 26, 2021

☒ **RESIGNATION**

DATE OF RESIGNATION: Sept. 27, 2021

NAME OF INDIVIDUAL RESIGNING: Jane Asche

☐ **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**

DATE OF DESIGNATION: August 26, 2021

NAME OF INDIVIDUAL BEING DESIGNATED: Patricia López

HOME ADDRESS: 7758 Wenda, Apt. D, El Paso, Texas 79915

PHONE NUMBER: (915) 373-7185

EMAIL ADDRESS: patlv1@yahoo.com


NAME OF BOARD MEMBER BEING REPLACED: Jane Asche

☐ **REQUEST FOR EXTENSION:**

☐ **VOTE NOT TO REPLACE MEMBER:**

The School's Governing Body Member Change Notification is hereby submitted by Jane Asche on 9/23/21, and affirms the school meets the following eligibility criteria:

- X Notification was submitted to the PEC within 30 days of change in membership.
- X The school's governing board is in compliance with all reporting requirements.



9/23/21

Charter School Representative Signature (Chair, GB Development Committee) Date

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

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 26, 2021 at 5:15 p.m., a meeting of the Governing Body of Raíces del Saber Xinachtli Community School, a New Mexico public charter school, was held at 2211 N. Valley Drive, Las Cruces, NM. 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 Six [6] in favor and Zero [0] opposed to bring Patricia López onto the Governance Board. Emma Armendáriz made the motion and it was seconded by Daniel Ferraro.

The members voting in favor were: Holaya Ponce Acosta, Daniel Ferraro, Tonya Hall, Jane Asche, Emma Armendáriz, Maria Luisa González.

The members voting in opposition were: NONE

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



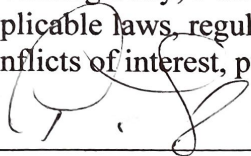
Raíces Governance Board Secretary, Tonya Hall

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF TEXAS)
)
COUNTY OF EL PASO)

I, Patricia López, after being duly sworn, state:

1. My name is Patricia López and I reside in El Paso, Texas.
2. I am a member of the governing body of the Raíces del Saber Xinachtli Community School 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 Raíces del Saber Xinachtli Community 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.



[Signature]

9/17/21

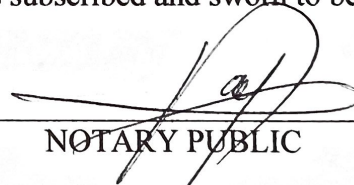
Date

Patricia López
[Print]

VERIFICATION

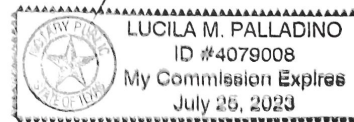
The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me,
this 17 day of Sept, 2021.

[Notary Seal:]



NOTARY PUBLIC

My commission expires: 07 / 25, 2022.



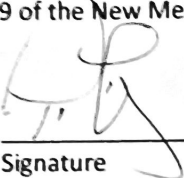
ASSURANCES

My name is Patricia López and I reside in El Paso, TX. I am a member of the governing body for Raíces del Saber Xinachtli Community School, a charter school which is located at 2211 N. Valley Drive, Las Cruces. 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.
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10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
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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.

Patricia López
Printed Name


Signature

9/24/21
Date

Public Education Commission Governing Body Member Change Notification Form

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NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: Our bylaws require a minimum of 5 board members and allow a maximum of 9 board members.

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: We currently have 9 Members counting two new members, but Governance Board Members Jane Asche and Emma Armendáriz terms end Sept. 27, 2021. Then there will be 7 members.

EFFECTIVE DATE OF CHANGE: August 26, 2021

☐ **RESIGNATION**

DATE OF RESIGNATION: Sept. 27 2021

NAME OF INDIVIDUAL RESIGNING: Emma Armendariz

☐ **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**

DATE OF DESIGNATION: August 26, 2021

NAME OF INDIVIDUAL BEING DESIGNATED: Sabrina S. Zamora

HOME ADDRESS: 2754 Crown Point Ct., Las Cruces, NM 88011

PHONE NUMBER: (575) 642-4618

EMAIL ADDRESS: szamora@lcps.net

NAME OF BOARD MEMBER BEING REPLACED: Emma Armendáriz

☐ **REQUEST FOR EXTENSION:**

☐ **VOTE NOT TO REPLACE MEMBER:**

The School's Governing Body Member Change Notification is hereby submitted by Jane Asche on 9/23/21, and affirms the school meets the following eligibility criteria:

X Notification was submitted to the PEC within 30 days of change in membership.

X The school's governing board is in compliance with all reporting requirements.

Jane Asche

9/23/21

Charter School Representative Signature (Chair, GB Development Committee) Date

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

☐ Approved

☐ Denied

Chair, Public Education Commission

Date



CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 26, 2021 at 5:15 p.m., a meeting of the Governing Body of Raíces del Saber Xinachtli Community School, a New Mexico public charter school, was held at 2211 N. Valley Drive, Las Cruces, NM. 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 Six [6] in favor and Zero [0] opposed to bring Sabrina Zamora onto the Governance Board in September 2021. Jane Asche made the motion and it was seconded by Emma Armendáriz. Patricia Lopez, who had just been voted onto the board minutes before the vote for Sabrina Zamora, abstained from voting since she had not participated in the board vetting of the candidate.

The members voting in favor were: Holaya Ponce Acosta, Daniel Ferraro, Tonya Hall, Jane Asche, Emma Armendáriz, Maria Luisa González.

The members voting in opposition were: NONE

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



Raíces Governance Board Secretary, Tonya Hall

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF DOÑA ANA)

I, Sabrina S. Zamora, after being duly sworn, state:

1. My name is Sabrina S. Zamora and I reside in Las Cruces, New Mexico.
2. I am a member of the governing body of the Raíces del Saber Xinachtli Community School 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 Raíces del Saber Xinachtli Community 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.

Sabrina S. Zamora
[Signature]

9-23-21
Date

Sabrina S. Zamora
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me,
this 23 day of Sept, 2021.

[Notary Seal:]

[Signature]
NOTARY PUBLIC

My commission expires: 2/12, 2024



OFFICIAL SEAL
Debra Nunez
NOTARY PUBLIC - STATE OF NEW MEXICO
my Commission Expires: 2/12/2024

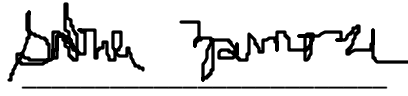
ASSURANCES

My name is Sabrina S. Zamora and I reside in La Cruces, NM. I am a member of the governing body for Raíces del Saber Xinachtli Community School, a charter school which is located at 2211 N. Valley Drive, Las Cruces, NM. 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.
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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.

Sabrina S. Zamora
Printed Name


Signature

9/24/21
Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of Raíces del Saber Xinachtli Community School, located in Las Cruces, New Mexico.

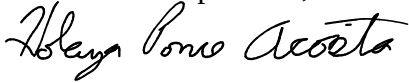
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Raíces del Saber Community 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 financially 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 Raíces GIVE THE FOREGOING STATEMENT THIS 24th DAY OF September, 2021.

1. 

[signature]
Holaya Ponce Acosta

2. 

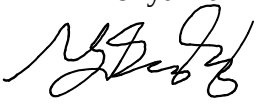
[signature]
Daniel Ferraro

3. 

[signature]
Ray Reich

4. 

[signature]
Tonya Hall

5. 

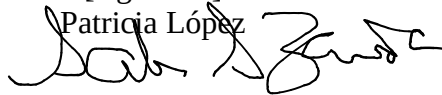
[signature]
Maria Luisa González

Attach additional pages if membership exceeds five.

6. 

[signature]

Patricia López

7. 

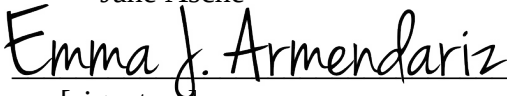
[signature]

Sabrina Zamora

8. 

[signature]

Jane Asche

9. 

[signature]

Emma Armendáriz