

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 **Solare Collegiate Charter School**, hereafter "The School", effective **17 of September, 2019**. The School was approved for a **5-year term** Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: At least 7, no more than 15 members.

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 8 members.

EFFECTIVE DATE OF CHANGE:

☒ **RESIGNATION**

DATE OF RESIGNATION: August 23, 2021

NAME OF INDIVIDUAL RESIGNING: Suburamanian Iyer

☐ **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 17, 2021

NAME OF INDIVIDUAL BEING DESIGNATED: Brandi Thompson

HOME ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS: brandithomp@gmail.com

NAME OF BOARD MEMBER BEING REPLACED: Brandi Thompson

☐ **REQUEST FOR EXTENSION:**

☐ **VOTE NOT TO REPLACE MEMBER:**

The School's Governing Body Member Change Notification is hereby submitted by, **Rachael Sowards**, on **September 14, 2021**, and affirms the school meets the following eligibility criteria:

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

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

Rachael Sowards

Charter School Representative Signature

September 14, 2021

Date

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

☐ Approved

☐ Denied

Chair, Public Education Commission

Date



Solare Collegiate Charter School

NOTICE AND AGENDA

Regular Governing Board Meeting DRAFT MINUTES
Solare Collegiate Charter School
8801 Gibson Blvd SW, Albuquerque, NM 87121
Tuesday, June 15, 2021 at 6pm

Please note that this meeting of the Solare Collegiate Governance Board will occur via Zoom Conference instead of an in-person meeting due to circumstances out of the members' control. On March 11, 2020, Governor M. Lujan-Grisham declared a public health emergency in New Mexico under Executive Order 2020-004. The most recent Public Health Emergency Order (PHEO) issued May 5, 2020 by the New Mexico Department of Health Cabinet Secretary Kathlyen M. Kunkel, advised that "New Mexicans should be staying in their homes for all but the most essential activities and services." In addition, the PHEO prohibits all private or public "mass gatherings" of 5 or more individuals in a single room or connected space for non-essential business activity. The Governor's Executive Orders 2020-022 and 2020-026 renewed and extended the restrictions through May 15, 2020.

Under the circumstances existing at the time this Notice and Agenda was publicly posted, it will be difficult or impossible for all board members to attend the meeting in person so a telephone conference or similar communications equipment is permitted under the Open Meetings Act at Section 10-15-1(C), NMSA 1978, and Paragraph 7 of this Board's Open Meeting Act Resolution approved January 2, 2020.

Please contact rsowards@solarecollegiate.org or 505.917.6442 at least 48 hours prior to the meeting or as soon as possible if you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to (or in this case, view) the meeting. Information to participate in the meeting is included below:

Meeting number (access code): 130 726 0174

Join meeting<<https://hcp1.webex.com/hcp1/j.php?MTID=me660992b320c97032202bddd5ee97339>>

Tap to join from a mobile device (attendees only)

+1-517-466-2023,,1307260174##<tel:%2B1-517-466-2023,,*01*1307260174%23%23*01*> US Toll

+1-866-692-4530,,1307260174##<tel:%2B1-866-692-4530,,*01*1307260174%23%23*01*> US Toll Free

Join by phone

+1-517-466-2023 US Toll

+1-866-692-4530 US Toll Free

Global call-in numbers<<https://hcp1.webex.com/hcp1/globalcallin.php?MTID=mb9c127638f2ab0731aeac305eba14ad2>> | Toll-free calling restrictions<https://www.webex.com/pdf/tollfree_restrictions.pdf>

Join from a video system or application

Dial 1307260174@hcp1.webex.com<sip:1307260174@hcp1.webex.com>

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

Dial 1307260174.hcp1@lync.webex.com<sip:1307260174.hcp1@lync.webex.com>

If you are a host, click here<<https://hcp1.webex.com/hcp1/j.php?MTID=m9cd997d52a45850164691f0634526385>> to view host information.

For the latest information about the status of the coronavirus in New Mexico, including how to protect yourself and your loved ones, please visit the New Mexico Department of Health website at <http://cv.nmhealth.org/> or call the Coronavirus Hotline at 1-855-600-3453. We appreciate your understanding.

Sincerely,

Michael Wallace
Board Chair

Voice strengthens identity.



Solare Collegiate Governing Board

A. Opening Business

1. **Call to Order**-The Solare Collegiate Governing Board Monthly Meeting was called to order at 6:05 pm.
2. **Roll Call**- The following board members were present for all action items: Michelle Casias, Eve Wakeland, Norma Binder, Camille Vasquez, Michael Wallace, Ronnie Rivas Savvell, Joe Dan Lovato, Peter Lorenz

Staff- Rachael Sowards, Jane Guevara

Guests- Susan Walsh, Dan Hill

Board members absent: Subbu Iyer

3. **Vote on whether to approve June 16, 2021, Regular Meeting Agenda**- A motion to approve the June 16, 2021 Regular Meeting Agenda was made by Ms. Binder and seconded by Ms. Vasquez. Motion passed, 7-0.
4. **Vote on whether to approve May 18, 2021 Regular Meeting Minutes**- A motion to approve the May 18, 2021 Regular Meeting Minutes was made by Mr. Lovato and seconded by Ms. Wakeland. Motion passed, 7-0.

B. **Public Comment (10-minute time limit)**

C. Information Items

1. **Head of School Priority Topic**- July 31 Parking Lot Party
Saturday afternoon- opportunity to welcome new family and see returning families- hot dogs, activities, DJ, celebratory event, final recruitment push. Requesting board be in attendance- will also be groundbreaking for school. July 20th- 4-6 pm call way to blast. Currently have 12 seats to fill. We would like to over enroll. 7th and 8th grade full. 5th – 3 more seats and 6th grade- 9 more seats
Mr. Wallace, Ms. Vasquez and Mr. Lovato- volunteering for the Parking Lot Party
Ms. Wakeland- volunteering for Telethon
Ms. Casias- volunteering for Telethon

D. Action Items

1. **Possible Action on approval of BARS**: No BARS for approval
2. **Possible Action on vote to approve new Solare Collegiate Governing Board member**- Brandy Thompson- new to Albuquerque area. Have purchased home here and are committed to Albuquerque and NM. A trauma nurse. Has Teach for America experience and has worked with diverse populations.
We can vote on board membership today and state effective date to be July 1, 2021



A motion to approve new Solare Collegiate Governing Board member effective July 1, 2021. Motion passed, 7-0.

Mr. Wallace will contact and update Ms. Thompson.

E. Discussion Items

1. **Governance Committee Update-** Last chance training the 27-30th of June. PED and PEC will be making board training a priority. All board members have contributed for this year. 501 ©3 – shipped off. Waiting for application to be processed.
2. **Board Retreat-** July 18th- still drafting agenda. Committee chairs send Mr. Wallace discussion topics to allocate time during the retreat. Need to have bullet points by end of month. Also looking to see if we will be any training during the retreat.

Burning Topics:

- David Singer or Andy Boi (fundraising in areas with limited funding)
- Revisit goals, objectives and metrics (1st year we are fully enrolled 5-8 grades) and what will happen when they leave to HS
- What is the scholar's journey and benchmark to academic SEL etc..
- Committee's including Foundation Board

3. Finance Committee Update

a. N/A

4. **Audit Committee Update-**No audit committee update

5. Academic Committee Update

- a. **Academic Dashboard-** Had an interesting meeting. Data will big point Using NWEA MAP EOY

Data shows approx. 2 months of learning loss this. This is in alignment with national trends.

Low income and BIPOC students consistently have less access to grade level material.

Academic Committee Intensive with Ms. Walsh

How can we tell the story on the website? Social media. Talk about challenges and how we work to resolve them.

How can we understand the data behind the summary?

How are communicating these wins with families?

It has not been shared yet. We wanted to share it with the board first.

Knowing what comparatives are: attendance, technology (what we have done to ensure that every student had access)

We have a positive story that we want to bring to life.



Shows grit of students and dedication of leadership and teachers.

Can we agree that we have a story to tell by July 4th? Attendance throughout the state was defined differently.

Let us think about the following:

- What do families want for their children/ what they are willing to do for their children?
- What the school was willing to do and what they did for the students?
- What the results were?

BES will push out comparative data, but we will get national light and will give us some comparative points.

For our students it was a full and robust year of learning

6. **Advisory/Equity Council Update-** Scheduled a COVID -19 Drive thru clinic. Worked on end of year parade. Kids are excited to start equity council meetings. Working to get more family and community representation in EC meetings. Kids are working to move this. Talked about end of year family surveys. Low participation. Felt it was due to end of year and students going out of town with families. Talked about providing water bottles for every student. Starting to work on protocols. Posing questions about policy and protocols to the equity council.
 7. **Foundation Update-** Working on financial policies and building next door. Dry wall is up and working to make sure they stay on schedule. Schedule wise it is tight. Only limitation will be if anything gets delayed related to doors or windows. Considering some movement with foundation board members. Remembering that we want separation from Governance Board.
- F. Closing Business
1. **Next Scheduled Meeting-** July 18, 2021- inclined to not have we this meeting but combine it to the retreat if we are very explicit that 1-hour before or after retreat is for school business. Condensed board meeting before the retreat.
 2. **Adjourn-** A motion to adjourn June 15, 2021 Regular Meeting was made by Ms. Binder and seconded by Ms. Vasquez. Motion passed, 7-0. Meeting adjourned.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to the meeting, please contact Rachael Sowards at rsowards@solarecollegiate.org or 505.917.6442 at least 48 hours prior to the meeting or as soon as possible.



Rachael Sowards <rsewards@solarecollegiate.org>

Resignation from the Board

3 messages

Subramanian Iyer <sriyer@unm.edu>

Mon, Aug 23, 2021 at 9:56 AM

To: "Michael Wallace [NM]" <michael.wallace2@optum.com>

Cc: Rachael Sowards <rsewards@solarecollegiate.org>

Dear Michael and Rachael,

I have been entrusted with additional course(s) and other committee work. After careful consideration of my time commitments, I have come to a conclusion that I will not be able to successfully complete the responsibilities expected of a board member of Solare Collegiate.

It is much regret that I inform you of my decision. Please relieve of my responsibilities effective Sep 1, 2021.

I have enjoyed my association with Solare. Wish all the very best to Solare Collegiate.

Subbu

Dr.Subramanian R. Iyer

Associate Professor of Finance

ASM Foundation Professor

Associate Editor – Finance Research Letters

Finance & Innovation Department, Anderson School of Management

University of New Mexico



Rachael Sowards <rsewards@solarecollegiate.org>

Wed, Aug 25, 2021 at 3:39 PM

To: Subramanian Iyer <sriyer@unm.edu>

Cc: "Michael Wallace [NM]" <michael.wallace2@optum.com>

Hi Subbu,

I am sad to hear this, but I understand you have a lot happening right now. Wishing you the very best.

Rachael Sowards
Founder and Head of School
Solare Collegiate Charter School
505. 917. 6442
www.solarecollegiate.org

[Quoted text hidden]

Subramanian Iyer <sriyer@unm.edu>
To: Rachael Sowards <rsewards@solarecollegiate.org>
Cc: "Michael Wallace [NM]" <michael.wallace2@optum.com>

Sat, Aug 28, 2021 at 10:48 AM

Thanks Rachael,

I wish all the very best for Solare.

Subbu

From: Rachael Sowards <rsewards@solarecollegiate.org>
Sent: Wednesday, August 25, 2021 3:39 PM
To: Subramanian Iyer <sriyer@unm.edu>
Cc: Michael Wallace [NM] <michael.wallace2@optum.com>
Subject: Re: Resignation from the Board

[EXTERNAL]

[Quoted text hidden]

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Solare Collegiate Charter School, located in Albuquerque, 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 Solare Collegiate Charter 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 Solare Collegiate Charter School GIVE THE FOREGOING STATEMENT THIS 4 DAY OF May, 2021.

~~Michael Wallace~~

1. _____ Michael Wallace (Sep 20, 2021 17:30 MDT)

[signature]

Michael Wallace

2. _____
[signature]

Rivas-Savell [print]
Ronnie L.

3. _____
[signature]

Joe Dan

Lovato [print]

4. Norma Binde _____ r _____
[signature]

Binder [print] Norma


5. *Die Wakeland*

[signature]

Eve Wakeland

[print]


Attach additional pages if membership exceeds five.

6.  _____
[signature]

Michelle Casias (Sep 21, 2021 07:28 MDT)

Romero-Casias [print]

Michelle

7.  _____
[signature]

Peter

Lorenz [print]

8. _____
[signature]

Brandi Lynn Thompson Brandi Lynn Thompson (Sep 21, 2021 10:42 MDT)

Lynn Thompson [print]

Brandi

9. _____
[signature]

[print]

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Brandi Thompson, after being duly sworn, state:

1. My name is Brandi Thompson and I reside in Albuquerque, New Mexico.
2. I am a member of the governing body of the Solare Collegiate [insert name of school] in Albuquerque, 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. Solare Collegiate
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.

[Signature]
[Signature]

9/22/21
Date

Brandi Thompson
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 22 day of September, 2021.

[Notary Seal:]

[Signature]
NOTARY PUBLIC

My commission expires: 7/6, 2022.



OFFICIAL SEAL
Tana Chavez
NOTARY PUBLIC - STATE OF NEW MEXICO
My Commission Expires: 7/6/2022

ASSURANCES

My name is Brandi Thompson and I reside in Albuquerque, NM. I am a member of the governing body for Solar Collegiate a charter school which is located at ABQ, NM. I assure that 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 Disability 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.

Brandi Thompson
Printed Name

Brandi Thompson
Signature

9/17/21
Date