

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 **South Valley Preparatory School**, hereafter "The School", effective July 1, 2015, The School was approved for a **5 year term** Charter Contract.

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

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 4

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 A VACANT EXISTING POSITION OR ☒ A NEW POSITION

DATE OF DESIGNATION: 8.26.21

NAME OF INDIVIDUAL BEING DESIGNATED: Darlene Saavedra

HOME ADDRESS: 8400 Glynview CT NW Albuquerque, NM

PHONE NUMBER:

EMAIL ADDRESS:

NAME OF BOARD MEMBER BEING REPLACED:

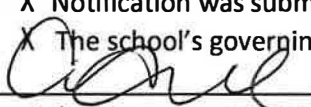
REQUEST FOR EXTENSION: Extension was granted

☐ **VOTE NOT TO REPLACE MEMBER:**

The School's Governing Body Member Change Notification is hereby submitted by, **Charlotte Alderete-Trujillo** on **8/27/21**, and affirms the school meets the following eligibility criteria:

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

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


Charter School Representative Signature

8/27/21
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 5:00 p.m., a meeting of the Governing Body of South Valley Preparatory School, a New Mexico public charter school, was held virtually using Zoom conferencing. 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 4 in favor and 0 opposed to add Steven Cordova and Darlene Saavedra as Board Members to the South Valley Preparatory School Governing Council.

The members voting in favor were Bernadette Fietze, Monica Aguilar, Brian VerPloegh, and Micaela Trujillo.

The members voting in opposition were: None

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

Bernadette Fietze

Signature: Bernadette Fietze (Aug 30, 2021 11:46 MDT)

Governing Chair

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Dorlene Saavedra, after being duly sworn, state:

1. My name is _____ and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the South Valley Preparatory 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.

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.

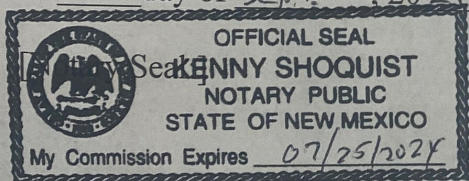
[Signature]

9/25/21
Date

Dorlene Saavedra
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 25th day of Sept., 2021.



[Signature]
NOTARY PUBLIC

My commission expires: July 25th, 2024.

ASSURANCES

My name is Darlene Saavedra and I reside in 8400 Glynview CT NW Albuquerque, NM. I am a member of the governing body for South Valley Preparatory a charter school which is located at 2551 Karsten Ct SE, ABQ, 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.

Darlene Saavedra

Printed Name


Signature

Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the SOUTH VALLEY PREPARATORY 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 SOUTH VALLEY PREPARATORY 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 SOUTH VALLEY PREPARATORY SCHOOL GIVE THE FOREGOING STATEMENT THIS 26 DAY OF August, 2021.

1. **Bernadette Fietze**

Bernadette Fietze (Aug 30, 2021 11:47 MDT)

[signature]

Bernadette Fietze

2. 

UD UD (Aug 30, 2021 15:22 MDT)

[signature]

Monica Aguilar

3. 

M Trujillo (Aug 30, 2021 16:28 MDT)

[signature]

Micaela Trujillo

Brian VerPloegh

4. Brian VerPloegh (Aug 30, 2021 19:57 MDT)

[signature]

Brian VerPloegh

5. 

Steven Cordova (Aug 31, 2021 21:58 MDT)

[signature]

Steven Cordova

6. 

Darlene Saavedra (Aug 31, 2021 16:14 MDT)

[signature]

Darlene Saavedra











SVP 8.26.21 Statement-of-Governing-Body-to-Consult-with-PED

Final Audit Report

2021-09-01

Created:	2021-08-30
By:	Charlotte Alderete-Trujillo (charlotte.trujillo@southvalleyprep.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZxV8x-k0o54cx3jMJSqYjawzdm-pVuDg

"SVP 8.26.21 Statement-of-Governing-Body-to-Consult-with-PED" History

-  Document created by Charlotte Alderete-Trujillo (charlotte.trujillo@southvalleyprep.org)
2021-08-30 - 2:43:17 AM GMT- IP address: 174.28.47.187
-  Document emailed to Bernadette Fietze (bernadette@markarmijo.com) for signature
2021-08-30 - 2:46:13 AM GMT
-  Email viewed by Bernadette Fietze (bernadette@markarmijo.com)
2021-08-30 - 5:47:29 PM GMT- IP address: 67.195.51.153
-  Document e-signed by Bernadette Fietze (bernadette@markarmijo.com)
Signature Date: 2021-08-30 - 5:47:45 PM GMT - Time Source: server- IP address: 50.238.96.66
-  Document emailed to UD UD (monica@markarmijo.com) for signature
2021-08-30 - 5:47:49 PM GMT
-  Email viewed by UD UD (monica@markarmijo.com)
2021-08-30 - 9:22:35 PM GMT- IP address: 74.125.212.226
-  Document e-signed by UD UD (monica@markarmijo.com)
Signature Date: 2021-08-30 - 9:22:55 PM GMT - Time Source: server- IP address: 73.26.66.234
-  Document emailed to M Trujillo (mica@markarmijo.com) for signature
2021-08-30 - 9:22:57 PM GMT
-  Email viewed by M Trujillo (mica@markarmijo.com)
2021-08-30 - 10:27:42 PM GMT- IP address: 107.77.229.161
-  Document e-signed by M Trujillo (mica@markarmijo.com)
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Document emailed to Brian VerPloegh (verploegh23@gmail.com) for signature

2021-08-30 - 10:28:31 PM GMT



Email viewed by Brian VerPloegh (verploegh23@gmail.com)

2021-08-31 - 1:57:29 AM GMT- IP address: 74.125.212.149



Document e-signed by Brian VerPloegh (verploegh23@gmail.com)

Signature Date: 2021-08-31 - 1:57:59 AM GMT - Time Source: server- IP address: 73.242.187.148



Document emailed to Darlene Saavedra (saavedra.dar@gmail.com) for signature

2021-08-31 - 1:58:02 AM GMT



Email viewed by Darlene Saavedra (saavedra.dar@gmail.com)

2021-08-31 - 10:14:22 PM GMT- IP address: 174.28.164.121



Document e-signed by Darlene Saavedra (saavedra.dar@gmail.com)

Signature Date: 2021-08-31 - 10:14:59 PM GMT - Time Source: server- IP address: 174.28.164.121



Document emailed to Steven Cordova (nevcordova@msn.com) for signature

2021-08-31 - 10:15:00 PM GMT



Email viewed by Steven Cordova (nevcordova@msn.com)

2021-09-01 - 3:57:02 AM GMT- IP address: 98.32.40.213



Document e-signed by Steven Cordova (nevcordova@msn.com)

Signature Date: 2021-09-01 - 3:58:05 AM GMT - Time Source: server- IP address: 98.32.40.213



Agreement completed.

2021-09-01 - 3:58:05 AM GMT



Adobe Sign

Public Education Commission - Governing Body Member Change Notification Form
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NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: 5 - 9

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 4

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 ☒ A **VACANT** EXISTING POSITION OR ☐ A NEW POSITION

DATE OF DESIGNATION: 8.23.21

NAME OF INDIVIDUAL BEING DESIGNATED: Steven Cordova

HOME ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

NAME OF BOARD MEMBER BEING REPLACED: Andrew Cavalier

REQUEST FOR EXTENSION: Extension was granted

☐ VOTE NOT TO REPLACE MEMBER:

The School's Governing Body Member Change Notification is hereby submitted by, **Charlotte Alderete-Trujillo** on **8/27/21**, and affirms the school meets the following eligibility criteria:

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

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


Charter School Representative Signature

8/27/21
Date

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

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

ASSURANCES

My name is Jason Gossola and I reside in Albuquerque. I

am a member of the governing body for South Valley Preparatory School, a charter school which is located at 2551 Karsten Ct. SE Albuquerque, 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.
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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.

Steven Cepeda
Printed Name


Signature

9/1/21
Date

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 26, 2021 at 5:00 p.m., a meeting of the Governing Body of South Valley Preparatory School, a New Mexico public charter school, was held virtually using Zoom conferencing. 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 4 in favor and 0 opposed to add Steven Cordova and Darlene Saavedra as Board Members to the South Valley Preparatory School Governing Council.

The members voting in favor were Bernadette Fietze, Monica Aguilar, Brian VerPloegh, and Micaela Trujillo.

The members voting in opposition were: None

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

Bernadette Fietze

Signature: Bernadette Fietze (Aug 30, 2021 11:46 MDT)

Governing Chair

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Steven Corrova, after being duly sworn, state:

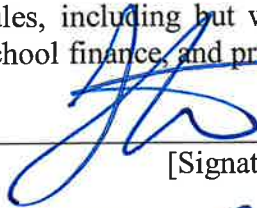
1. My name is Steven Corrova and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the South Valley Preparatory 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.

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]

9/1/21
Date

STEVEN CORROVA

[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 1st day of September, 2021.

[Notary Seal]



My commission expires: February 18, 2023.

Lisa A. Trujillo
NOTARY PUBLIC