

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 **Roots and Wings Community School**, hereafter "The School", effective **July 1st 2021**. The School was approved for a **5 year** Charter Contract.

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

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 5

EFFECTIVE DATE OF CHANGE:

☒ RESIGNATION

DATE OF RESIGNATION: Amelia Eshleman on July 20th, 2021 / Jenny Lewis on September 21st, 2021

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: September 21st, 2021

NAME OF INDIVIDUAL BEING DESIGNATED: Scotney Blackburn

HOME ADDRESS:

PHONE NUMBER: (806) 674-4330

EMAIL ADDRESS: sblackburn.gc@rwcs.org

NAME OF BOARD MEMBER BEING REPLACED: Jenny Lewis

☐ REQUEST FOR EXTENSION:

☐ VOTE NOT TO REPLACE MEMBER:

The School's Governing Body Member Change Notification is hereby submitted by, [Erica Lannon], on [10/21/2021], 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.



Charter School Representative Signature

10/11/21

Date

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

☐ Approved ☐ Denied

Chair, Public Education Commission

Date

September 21st, 2021

Dear Roots and Wings Governing Council:

I am writing to inform you that I will not be serving another term on the Governing Council. I have been promoted to Assistant Principal at Vista Grande, and am often required to attend their GC meetings, which often occur the night before the Roots and Wings GC meetings. I apologize for failing to complete the required training this year, but hope that the other GC members recognize my efforts to attend and contribute to meetings regularly. I have made my best efforts to complete my term and find a qualified replacement.

Thank you for the opportunity to serve Roots and Wings. I appreciate Erica Lannon for her leadership and dedication to the school. Although the pandemic has made it difficult, I would encourage her to continue efforts to plan a Board Retreat to foster trust between Council members. It is my strong belief that the Council, or any organization, cannot function optimally without trust. This does not mean that there won't be disagreements, but that members trust that everyone is acting in the best interest of the school and following the Code of Ethics.

I hope that Roots and Wings will be successful in purchasing their building. I would like to suggest pursuing transportation and meals as future initiatives that would promote increased equity at Roots and Wings.

In the coming years, I hope to continue a relationship with Roots and Wings in my role at Vista Grande. Everyone at Vista values Roots and Wings as a sister Expeditionary Learning school, and I pledge to do all I can to preserve and strengthen our partnership.

Sincerely,

Jenny Lewis

July 20, 2021

I will be resigning from my position on the Roots and Wings Governance Council effective July 20, 2021 at the start of the Closed Session.

Amelia Eshleman

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on September 21st, 2021 at 5 pm, a meeting of the Governing Body of Roots and Wings Community School, a New Mexico public charter school, was held both virtually and at 35 La Lama Rd, Lama 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 4 in favor and none opposed to nominate Scotney Blackburn for board membership.

The members voting in favor were: Aline Robertson, Erica Lannon, Robin Mayo, Jerrod Rowlison-Elliot.

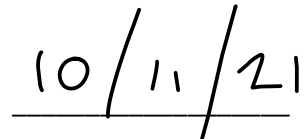
The members voting in opposition were: none

The members abstaining were: none

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



Signature



Date

Erica Lannon

Printed name

Vice-President

Title

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF TAOS)

I, Scotty Blackburn, after being duly sworn, state:

1. My name is Scotty Blackburn and I reside in El Prado, New Mexico.

2. I am a member of the governing body of Roots and Wings Community School in Questa, 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 Roots and Wings 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]

Scotty Blackburn

[Print]

Date

10/15/2021

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 15th day of October, 2021.

[Notary Seal:]

NOTARY

PUBLIC

Ann M. Wooldridge
NOTARY PUBLIC

My commission expires: July 29, 2024.

CERTIFICATE OF ASSURANCES

My name is Scotney Blackburn and I reside in El Prado, NM. I am a member of the governing body for Rwcs a charter school which is located at 35 La Lama Rd, Questa, NM 87556, I certify 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.

Scotney
Blackburn

Printed Name

Signature

A large, bold, black handwritten signature, likely reading 'Scotney Blackburn', is written over the signature line.

10/29/21

Date



Governance Council Member Commitment

The Three Fundamentals:

- I. Inasmuch as the Governing Council is responsible for goings on at RWCS – through its own actions and those it delegates to others – The GC has the responsibility to fulfill this obligation.
- II. The quality of education at a charter school, and therefore Roots and Wings, depends upon a professional and high functioning Governance Council.
- III. In support of the first two fundamentals, members honor others by being punctual, prepared, consistent in their contribution, and committed to the school and its mission.

The Commitment:

The Governing Council is grateful to those who serve. For its part, the GC commits this open statement of responsibilities in advance so a prospective member may join with full understanding of those responsibilities.

I, the undersigned, agree to and understand the responsibilities of a GC member as follows:

- i. I agree to these time commitments each year:
 - six to eight hours per month on average, which includes a two hour GC meeting
 - one all day GC Retreat
 - ten hours of federally mandated GC training in the first year, and eight hours yearly thereafter
 - occasional special GC meetings when the workload necessitates, rarely more than two per year
- ii. I agree to participate on one sub-committee on an ongoing basis, whether ad hoc or a standing committee.
- iii. I agree to timely follow-through on assignments given to me by the GC
- iv. I agree to review all documents made available to me before each GC meeting
- v. I have read and understand the current Bylaws of RWCS with regards to meeting attendance requirements and term limits listed in Article VII.
- vi. I have read the Conflict of Interest Policy and agree to its terms

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Roots and Wings Community School, located in Lama, 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 Roots and Wings 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 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 ROOTS AND WINGS COMMUNITY SCHOOL GOVERNING COUNCIL GIVE THE FOREGOING STATEMENT THIS 30 DAY OF September, 20 21.

Aline Robertson

1. Aline Robertson (Sep 30, 2021 14:22 MDT)

[signature]

Aline Robertson

[print]

2.  Erica Lannon (Sep 30, 2021 19:51 MDT)

[signature]

Erica Lannon

[print]

3. Robin mayo
Robin mayo (Sep 30, 2021 20:09 MDT)

[signature]

Robin Mayo

[print]

4.  Jerrod Rowilson-Elliott (Oct 1, 2021 06:24 MDT)

[signature]

Jerrod Rowilson-Elliott

[print]

5.  Scotney Blackburn (Oct 7, 2021 21:50 MDT)

[signature]

Scotney Blackburn

[print]