

AGENDA ITEM EXECUTIVE SUMMARY

I. Public Education Commission Meeting Date: June 15, 2018

II. Item Title:

Discussion and Possible Action on Report from Options for Parents & The Charter School Division

III. Proposed Motion:

IV. Executive Summary:

Please see attached documents related to school governance changes, monthly financial reporting for schools on PEC Financial CAPs, update on the school conference, and update on received new charter school applications.

School Name	<ul style="list-style-type: none"> Resignation Removal Term Expired 	Outgoing Member's Name	Date of Action	Reported Timely	Days Overdue for Reporting	Completed Documentation	Days Overdue for Complete Submission	Position Closed	Minutes Received	Extension Requested	Incoming Member's Name	Date of Action	Filled Timely	Days Overdue for Designation	Reported Timely	Days Overdue for Reporting	Completed Documentation	Days Overdue for Complete Submission	Number of Currently Seated Members	Compliant	Days Non-Compliant	Training prior to voting
Dream Diné Charter School	Unknown										Jeremy Simpson	10/16/2017	Unk		N	140	Y	167	5	Y	42979	Y
Dream Diné Charter School	Resignation	Lance Whitehair	4/9/2018	N	1	Y	1	N		N		Not filled as of 6/11/18	N	18					6	N		
Dream Diné Charter School	Resignation	Sierra Frank-Ignacio	4/12/2018	Y		Y		N		N		Not filled as of 6/11/18	N	15					5	N		
Dzit Dit'Looi School of Empowerment Action and Perseverance (DEAP)	Removal	Ryan Dennison	3/7/2018	N	5	Y		N		N	Delmaline Muskett	4/27/2018	N	6	N	11	N	34	5	Y		Unknown
Estancia Valley Classical Academy											Deron Knoner	4/12/2018	N/A		Y		Y		6	Y		
La Academia Dolores Huerta	Resignation	Michelle Saenz-Adames	1/30/2018	N	40	Y	30	Y	Y			5/16/2018										
La Academia Dolores Huerta	Resignation	Steve Pereira	5/8/2018	Y		N		Y	Y			5/16/2018										
La Tierra Montessori School of the Arts & Sciences	Resignation	Marcie Davis	1/12/2018		14	Y	0	N		N	Steven Lujan	5/22/2018	N	85	Y		Y		4	N	85	Unknown
La Tierra Montessori School of the Arts & Sciences	Resignation	Ben Sandoval	3/23/2018	Y	0	Y		N		N	Erwin Rivera	5/22/2018	N	15	Y		Y		5	Y		Unknown
La Tierra Montessori School of the Arts &											Amanda Goertz	5/22/2018	N/A		Y		Y		6	Y		Unknown
McCurdy Charter School											Marcie Davis	1/12/2018	Unk		N	113	Y				43067	N/A
McCurdy Charter School											Adán Trujillo	2/15/2018	Unk		N	79	Y	0			43101	N
McCurdy Charter School											Juan Valdez	3/1/2018	Unk		N	65	Y	0			43115	N
New Mexico Connections Academy	Resignation	Maria-Guadalupe Salomé Gurulé	1/29/2018	N	72	Y		Y	N			5/29/2018					N					
Roots and Wings Community School	Resignation	Jules Epstein	9/27/2017	N	195	N		N		N	Erica Lannon	9/27/2017	Y		N	195	N		5	Y		N
Roots and Wings Community School	Resignation	Heidi Martinez	2/1/2018	N	68	N				N	Keaton Karvis	2/28/2018	Y		N	41	N		5	Y		Unknown
Roots and Wings Community School		New Position									Robin Mayo	4/18/2018	N/A		Y		N		6	Y		Unknown

Six Directions Indigenous School	Resignation	Ben Soce	5/9/2018	Y		Y		N		N												
Student Athlete Headquarters Academy	Resignation	Bettina Eklund	4/16/2018	N	2	Y		N		N	Donna Trujillo	4/13/2018	Y		N	5	N		5	Y		N
Student Athlete Headquarters Academy		New Position									Shawn Fisher	4/13/2018	N/A		N	5	N		6	Y		N
Student Athlete Headquarters Academy	Resignation	Shawn Fisher	5/21/2018	Y		Y		N		N	Lonnie Neal	5/18/2018	Y		Y		N		5	Y		Unknown
Student Athlete Headquarters Academy	Resignation	David Beach	5/31/2018	Y		Y		N		N	Ian Sunderland?											
The MASTERS Program	Resignation	Monique Anair	3/27/2018	Y	0	Y		N		Y	Shalimar Krebs	5/8/2018	Y		Y		Y		7	Y		Unknown
The MASTERS Program	Resignation	Bernadette Jacobs	5/31/2018	Y		Y		N		Y												
The New America School-Las Cruces	Resignation	Toby Rue	5/10/2018	Y				N		N												
The New America School-New Mexico	Resignation	Rick Bela	5/12/2018	Y		Y		N		N	Antoni Baca	4/11/2018	Y		N	4	Y	0	7	Y		N
Turquoise Trail Community Charter		Originally thought to be									Mira Burack	8/17/2017					N					
Turquoise Trail Community Charter		Originally thought to be									German Franco	8/17/2017					N					
Turquoise Trail Community Charter	Resignation	German Franco	3/15/2018	Y		N					Jennifer Trujillo	3/15/2018	Y		N	43	Y		7	Y		Unknown
Turquoise Trail Community Charter	Removal	Kenney Valdez	3/15/2018	Y		N																
Turquoise Trail Community Charter	Removal	George Wallace	3/15/2018	Y		N																
Turquoise Trail Community Charter	Resignation	Isabelle Sandoval	4/17/2018	N	18	Y		N		N									6	N		

School Governance Change

La Academia Dolores Huerta

On January 30, 2018, a vacancy was created by the resignation of Michelle Saenz-Adames. On May 16, 2018, the board voted to close this position in an open meeting. The closure was not timely. Draft minutes were submitted and the school has been contacted to provide either approved minutes or a certification of the vote.

On May 8, 2018, a vacancy was created by the resignation of Steve Pereira. The notification was submitted timely, but all documentation has not yet been received. A letter of resignation has been requested from the school.

On May 16, 2018, the board voted to close this position in an open meeting. The closure was timely and all documentation has been provided.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: La Academia Dolores Huerta Charter Middle School Current Number of Governing Body Members: 7

Date submitted: 6/5/2018 Submitter Name: Patricia (Patty) G. Montoya

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service	If designation, please identify the member who previously filled this vacancy
Michelle Saenz-Adames	3674 Santa Marcela Ave., Las Cruces, NM, 88012 (575) 639-0652 michelle_adames@yahoo.com	Resignation	5/16/2018	GC member resigned on 2/21/2018, but position was never filled by previous board. Current GC board voted on 5/16/18 to close this seat until 6/30/2018. (please see attached draft meeting minutes)	From: 7/11/2018 To: 2/21/2018	
Steve Pereira	2800 N. Roadrunner Parkway, Apt. 708, Las Cruces, NM, 88011 (210) 330-4509 spereira@nmsu.edu	Resignation	5/8/2018	GC member moved out of state. Current GC board voted on 5/16/18 to close seat until 6/30/2018. (please see draft meeting minutes)	From: 2/1/2016 To: 5/8/2018	Click here to enter text.
Click here to enter	Click here to enter address.	Choose an	Click here to	Click here to	From: Click	Click here to

Approved 2-10-17

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Board Member name.	Click here to enter phone number.	action.	enter a date.	enter Board Member name.	here to enter a date. To: Click here to enter a date.	enter text.
	Click here to enter email address.					

Original Signature of Governing Council President or Designee: Patricia G. Montoya Date: 6/5/2018

Printed Name of Governing Council President or Designee: PATRICIA G. MONTAYA



La Academia Dolores Huerta Charter Middle School

"A Dual Language Charter Middle School"

1480 N. Main Street

Las Cruces, NM 88001

Phone: 575-526-2984

Fax: 575-523-5407

GOVERNING COUNCIL MEETING MINUTES (DRAFT)

Wednesday, May 16, 2018 at 5:00 PM, LADH

- 1) Call to order: 5:07 PM
- 2) Roll call and establish quorum:
 - a. Members Present: Dr. Michael Gutierrez, Elaine Palma, Patty Montoya, Adrian Gaytan, Robert Palacios, Michael Sena, and Yoli Silva
 - b. Members Absent: Steve Pereira
 - c. Guests Present: Melissa Miranda, Interim Head Administrator; Mirna Rodriguez, Business Specialist; Julie Rivera, Business Manager; Alfredo Guerrero community member interested in serving on Finance Committee
- 3) Approval of agenda:
 - a. Julie Rivera requested that item #17 be removed from the agenda as all information will be covered in action items 8-13.
 - b. Michael Gutierrez moved to approve the agenda with requested change; Adrian Gaytan seconded; All in favor; None opposed; Motion passed
- 4) Open forum-public input*
 - a. Alfredo Guerrero introduced himself, provided background information and expressed interest in joining the Finance Committee and Audit Committee as a community member with financial experience.
- 5) Approval of April 11, 2018 Regular Governing Council (GC) Meeting Minutes:
 - a. Mirna Rodriguez noted correction: starting salary for Level I teacher is \$36,000
 - b. Robert Palacios moved to approve the April 11, 2018 Regular Governing Council (GC) meeting minutes with the correction; Michael Sena seconded; All in favor; None opposed; Motion passed
- 6) Discussion and Approval of LADH annual calendar
 - a. Melissa Miranda noted that two versions of the calendar were created to accommodate the new Ballet Folklorico instructor. The first version includes the

annual Ballet Folklórico performance and the second version does not, as Melissa is not sure just how comfortable the new Ballet Folklórico instructor will be in putting on such an elaborate performance. Melissa was not sure if the Board would be comfortable approving both calendars or if the vote should be tabled until June. Patty Montoya noted that the calendar submitted with the annual budget was the version without the scheduled performance. Additionally, Melissa noted that she tried to align calendar with the Las Cruces Public Schools (LCPS) annual calendar in order to take advantage of their offer to include LADH in their Professional Develop (PD). Both calendars also include the 167-instructional days (at 6.5.hours) required by our contract with the State.

- b. Michael Gutierrez moved to table voting on the annual calendar until the next GC meeting in the hopes that at that time the new Ballet Folklórico teacher will be hired and can give input on the annual performance; Robert Palacios seconded; All in favor; None opposed; Motion passed.

7) Approval of the Bilingual application:

- a. Kerri Pettes, LADH Bilingual Coordinator reviewed the application and application process. She noted that her goal is ensure that the program is compliance with all State guidelines. LADH will be following the dual language emersion model, in which services are provided for English Language Learners (ELL), ELD (I forgot what this stands for?), offering of a Spanish Language Arts class for all the students with a consecutive English Language Arts class (year long), required to offer two additional course hours that are completely taught in Spanish (looking to designate social studies, science or arts class). Instruction is provided in two languages, provide sheltered instruction, 15% of instruction dedication to history and culture of NM, aligned to NM standards. Discussed program goals based on student data. Similar goals for all core areas. Electronic copy of application will be sent to all GC members. Data demonstrated that the level of proficiency of ELL has been raised. PD listed for all core teachers. One of key components that need to increase/refine is the Parent Advisory Committee. In 2017-2018 two parent nights were held in Nov. and Feb. Some parent resources are listed on school website. Really need to focus on increasing communication between parents and teachers. Patty Montoya asked for details about requirements of the Parent Advisory Committee. Ms. Pettes noted that the State did not provide specific information of the structure of the committee or how often they should meet, but she feels quarterly meetings would be beneficial. The main purpose of the Parent Advisory Committee is to educate parents about testing results, how to read testing results, and identify ways parents can help students at home. She would like to create a parent network that would allow parents to support each other when they feel they cannot help their student with homework/concepts. Although 6 parents signed-up in 2017-2018 it was very informal. As of this year the State is mandating a more formal entity. Adrian Gaytan recommended a literacy night to encourage parents to participate. Regarding approval of application, the State conducts a preliminary review. Last year Ms. Pettes received a letter in July with request to edit certain things in application and she wrote a response. Typically, grant monies for the current school year are not received until

the end of the school year. Still have not received monies for 2017-2018. Only get paid for the ELL, but held accountable for the growth of the Spanish Language Learners (SLL). The initial allocation identified for 2017-2018 was about \$110,000; however it is only an estimate of what the school could receive. Currently 32 ELL students, with the remainder (of 162 students) identified as proficient in English. The application for 2018-2019 was sent to the State May 8, 2018. Adrian Gaytan asked to meet with Ms. Pettes to discuss possible resources from NMSU. LCPS has been very accommodating and helpful.

- b. Michael Gutierrez moved to approve the bilingual application for 2018-2019; Adrian Gaytan seconded; All in favor; None opposed; Motion passed

8) Approval of 2018-2019 operation budget:

- a. Julie Rivera presented. Took into account all new positions needed; budget meets states mandates of giving teacher a 2.5% increase; updated salary schedule; supports increase in health insurance premium; and supports the hiring of an Assistance Principal (AP)/Instructional Coach who could alleviate some of the duties currently being completed by Ms. Tavares and Ms. Pettes, allowing them to focus on classroom instruction. Melissa noted that she has already interviewed someone from Gadsden ISD who looks to be a great prospect. The budget was turned into the State on April 25th. The State analyst wondered why there was a decrease in student enrollment, but all else looked good. First payroll is July 15th but they do not have the final amount of Melissa's contract. Melissa will continue with SPED duties. Patty stated that GC will be working on her contract.
- b. Michael Gutierrez moved to approve 2018-2019 budget; Adrian Gaytan seconded; All approved; None opposed; Motion passed. All GC members signed budget signature page.

9) 2017 Audit and Correction Plan:

- a. There was one finding from the audit, mileage reimbursement was being payed at one penny more than allowed. Rate changes every January and was not caught. It was resolved and therefore error will not be repeated. Elaine Palma asked for opinion letter and Julie stated she would send what she received. Audit will be reviewed at the next meeting.
- b. Michael Gutierrez moved to approved the corrective action; Robert Palacios seconded; All in favor; None opposed; Motion passed.

10) Approval of 3rd Quarter Cash Report:

- a. Julie noted that this 3rd quarter operational fund was \$60,000 higher than last year's 3rd quarter. As things stand, we are looking for a carry-over of \$180,000. Melissa noted that they approved most all that teacher requests. Once requested conference was not approved as the teacher did not provide the requested justification letter noting how it would benefit instruction. Most teacher requests were for supplies. Only one supply order was denied as teacher submitted his first request two weeks ago, indicating he would not be able to use supplies for this school year.

- b. Michael Gutierrez moved to approve 3rd quarter cash report; Adrian Gaytan seconded; All in favor; None opposed; Motion passed

11) Approval of April Cash Register:

- a. Julie reviewed bills. All typical with the exception of the purchase of 6-8 handheld radios (from RTC, Inc). Trying to get on the emergency channel with LCPS. Waiting for approval. Although the Las Cruces Police Department was supposed to contact LADH when there was a lock down in the area, they are not following through and therefore would like to be included in the LCPS emergency channel.
- b. Yoli Silva moved to approve; Michael Gutierrez seconded; All in favor; None opposed; Motion passed

12) Discussion/Approval of Budget Adjustments Requests (BARS):

- a. Julie reported that two award letters have been received: SB9 (which can be used for improvements to the building, technology, maintenance) \$7139 and Title 2 (which covers PD for teachers) \$2124. She requested that the GC approve an open BAR for any awards letters that come in and therefore she will not need to wait for approval as all need to be submitted by June 1.
- b. Michael Gutierrez moved to approve the BARS for the SB9 and Title 2 award letters and an open BAR for any additional award letters received through June 1, 2018; Yoli Silva seconded; All in favor; None opposed; Motion passed

13) Discussion/Approval of Finance/Audit Committee Members:

- a. Robert Palacios, Michael Sena, and Alredo Guererro agreed to serve on the Finance Committee, with Michael Sena serving as the Chairperson. All members also agreed to serve on the Audit Committee.
- b. Michael Gutierrez moved to approve Robert Palacios, Michael Sena, and Alredo Guererro to serve on the Finance Committee, with Michael Sena serving as the Chairperson; Adrian Gaytan seconded; All in favor; None opposed; Motion passed
- c. Michael Gutierrez moved to table the vote on the Audit Committee until all needed members were identified; Adrian Gaytan seconded; All in favor; None opposed; Motion passed

14) Receipt/Discussion of Mr. Steve Pereria's Letter of Resignation received on May 8th, 2018

- a. Robert Palacios moved to accept Steve Pereria's resignation letter, effective May 8, 2018; Michael Gutierrez seconded; All in favor; None opposed; Motion passed

15) Discussion possible Approval of Closing of GC Member Positions:

- a. Patty Montoya talked with Laurel Pierce with PED and Ms. Pierce recommended that the GC close one or both of the positions left open by the resignation of Steve Pereira and Michelle Saenz-Adames until the end of the year, with them to reopen July 1.
- b. Michael Gutierrez moved to close the two GC positions/seats previously held by Steve Pereira and Michelle Saenz-Adames through June 30th, 2018 until the July 2018 GC meeting, at which time the GC will reevaluate whether to

open/permanently close; Adrian Gaytan seconded; All in favor; None opposed;
Motion passed.

Public comments and observations regarding education policy and governance issues, as well as the strategic planning are heard at this time. Time limit per presenter may be imposed by Chair

NEW BUSINESS: DISCUSSION ITEMS ONLY – NO ACTION WILL BE TAKEN

16) Principal's Report: Ms. Melissa Miranda

- a. Thank you for scheduling meeting allowing staff to attend staff celebration for those teachers not returning/retiring.
- b. Current enrollment: 6th grade: 49 (lost one student); 7th grade: 57; 8th grade: 55 for a total student enrollment of 160 students.
- c. Attended 3rd State Charter Renewal training on May 4, 2018: Reiterated information from first training. Will need to obtain household and staff signatures in support of LADH continuing as a Charter School. Created a spreadsheet for households and staff. Required to have 75% of households sign and have asked parents to come in and sign. Required to have 65% of staff signatures, which have already been obtained.
- d. Conjunto was invited to perform at MacArthur ES on May 10th.
- e. Held a dia de las madres celebration/luncheon at LADH on May 10th.
- f. Testing: Completed PARCC (state mandated) language arts and math and EOC's (End of Course) music, PE, social studies, and science (6th and 8th only). Results of PARCC and ECO's account for a % of teacher evaluation.
- g. Cinco de Mayo event: Conjunto and Mariachi performance groups performed for the Town of Mesilla. The Town of Mesilla donated \$150, which was split between the two performing groups.
- h. Day at the Park: On May 11th students were taken to Apodaca Park for a day of fun. Paid through the activities account.
- i. Teacher Appreciation Week: Celebrated teachers with food. Monday: donuts; Tuesday: Cheesecake; Wednesday: Tacos; Thursday: Shakes; Friday: Pizza
- j. Upcoming events:
 - 8th grade field trip: Students asked Melissa if they could plan a field trip and she agreed as long as the teachers could align it with the curriculum. They will be going to the El Paso Zoo and the ice rink. Students fundraised monies for lunch, entrance fees, and to pay for half of the transportation. LADH paid the other half of transportation.
 - 8th grade graduation: To be held on May 18th at Alma de Arte HS
 - 6th and 7th grade awards ceremony: May 22nd at 9am
 - End of Year Potluck: Wednesday May 23rd (1/2 day); students will bring food item
- k. Community Collaborations:
 - MacArthur ES Mother's Day Program
 - Dept. of Health: Working to reschedule the 6th and 7th grade health class as it was postponed due to State mandated testing
 - La Piñon on going Peer Mentorship Program
 - Anti-Bully Club: 12 students will graduate on May 21st

- l. No iStation testing information to present as students have been taking State mandated test. Will have testing information in June with information from the beginning, middle, and end of year.
- m. Revised Bell Schedule: Approximately 2-years ago, the school ran on 7 class periods. The schedule was changed to 8 periods and teachers were offered a \$3,000 stipend to increase the number of periods. Due to budget constraints, teachers were never paid the stipend. This year teachers agreed to continue with the 8 periods without a possible stipend. Melissa sent out individual teacher surveys via Google Docs. She received 12 response with 91.7% of the teachers requesting a 7 period schedule and 8.3% an 8 period schedule; therefore there will be a 7 period schedule for the 2018-2019 school year. For staff, the school day will run from 8:15-3:45 and for students from 8:25-3:30, with a 30-minute lunch.
- n. 2018-2019 Start date: Melissa surveyed teachers and 83.3% selected Wed. 8/15 as the first day of school, while 16.7% selected Mon. 8/13 as the first day; therefore, the first day of the 2018-2019 school year will be Wed. 8/15/18.
- o. Parent Teacher Conferences: Melissa surveyed the teachers and 91.7 % selected to have conferences on Thursday evening and Friday morning, while 8.3% selected Thursday evening and all day Friday.

Elaine Palma stepped out of meeting at 7:20PM*

- p. Discussion IDEA-B Application: **Please fill in with notes**
- q. Discussion Discipline Policy: **Please fill in with notes**

17) Removed from agenda as covered under action items

Elaine Palma returned to meeting 7:40

18) 2017-2018 GC Training: The one-hour training everyone needs will be provided on May 23rd at 7:15 at LADH via Zoom. Elaine Palma recommended that we start looking at getting all the training for next school year completed in July.

19) 7:49PM Adjourned to Closed Session

20) Closed Session began at 7:57pm and ended at 8:39pm

21) Adjourn:

- a. Robert Palacios moved to adjourn the meeting at 8:39pm; Adrian Gaytan seconded; All in favor; None opposed; Motion passed

22) Financial/Budget Report Updates

- a. No allocation for budget yet, still reviewing worksheet and review. Unit value increased helps pay for mandates all teachers 2.5% increase, staff ins premium up 4% min requirements increase for all three levels L1 35k, L2 44k, L3 54k,
- b. Mirna: insurance plans increase and increase premiums
- c. Julie: Reminded GC that we need to decide who will on the budget committees. This committee needs to meet and account for budget and updates. The budget worksheet is due April 25. Our new analyst is Veronica Chavez.

ACTION ITEMS

23) Approval of McKinney Vento Dispute Resolution

- a. Yoli: McKinney Vento is a federal law that addresses homelessness related to students. Students are considered homeless if they are living outside, living in a shelter, or have to live with other family members or someone else (known as doubling-up) for financial reasons. Homeless children are protected to start school asap. School's responsibility is to get the student enrolled right away whether they have the money or not. The school is responsible for providing transportation if it is needed. Whether a school is at capacity or not, accommodations need to be made to ensure student is enrolled. Schools are mandated to report homeless students which requires that a liaison be appointed to identify students. The State of New Mexico form which can be found on the PED website and is used to report to the state. If a student fits the criteria it is mandatory that it be reported to the state. State Representative Malone will be here April 24 to meet with charter schools and LCPS to assist schools in applying for the grant called RFA that helps provide financial assistance to these students to purchase supplies, tutors, summer school. This grant can be used to pay for staff that work directly with children and providing tutoring services throughout the year. The application process is available in May or June and recommended that Melissa speak to Dana at LCPS about application process. She did emphasize that LADH is responsible for somehow identifying these students throughout the year.
- b. Yoli is available to provide training if needed. State and federal mandate liaison is Mrs. Soriano and letting her to know follow up with student.
 - i. Yoli Silva moved to approve the McKinney Vento Dispute Resolution; Adrian Gaytan seconded; None opposed, therefore motion passed

24) GC Officers (President, vice-president, secretary, treasurer) for one-year term with a maximum of two (2) consecutive years effective as of May 9, 2018.

- a. President-
 - i. Elaine Palma moved to approve Patty Montoya for President; Adrian Gaytan seconded; None opposed, therefore motion passed
- b. Vice-President-
 - i. Michael Sena moved to approve Adrian Gaytan for Vice-President; Elaine Palma seconded; None opposed, therefore motion passed
- c. Treasurer-

- i. Michael Sena moved to approve Robert Palacios for Treasurer; Patty Montoya seconded; None opposed, therefore motion passed
- d. Secretary-
 - i. Patty Montoya moved to approve Elaine Palma for Secretary; Adrian Gaytan seconded; None opposed, therefore motion passed

25) Adjourn to closed session: 6:02pm

To discuss personnel matters relating to any individual employee, including hiring, promotion, demotion, dismissal, resignation, or investigation of complaints or charges against an employee. [10-15-1(H)(2) NMSA 1978]

**Any individual attending a board meeting may sign in to participate in the Public Input section of the Agenda, if any. Such person may speak on any item after the individual is recognized by the President of the Board and introduces himself/herself at the podium. The Governing Council of La Academia Dolores Huerta will not take on any item presented under Public Input, until an opportunity to do so is afforded. La Academia Dolores Huerta will provide an interpreter for the hearing impaired and simultaneous Spanish translation upon request. Requests should be submitted to the governing council three days prior to the meeting.*



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CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 7, 2018

Patricia Montoya
La Academia Dolores Huerta
1480 North Main
Las Cruces, NM 88001

Dear Ms. Montoya:

Thank you for your notification of a governing body resignation dated June 5, 2018 in which La Academia Dolores Huerta provided notification to the Public Education Commission (PEC) of the resignation of Steve Pereira. The notification did not contain all required information, please provide a letter of resignation from Mr. Pereira and no later than June 11, 2018.

We also received notification that the positions vacated by Michelle Saenz-Adames and Steve Pereira have been closed in an open meeting. Due to new notification policies, draft minutes will no longer be accepted as documentation. Please submit approved minutes or a certification of the vote to close these positions no later than June 11, 2018.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on May 16, 2018 at 5:00 p.m., a meeting of the Governing Body of La Academia Dolores Huerta, a New Mexico public charter school, was held at La Academia Dolores . 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 7 in favor and none opposed to close the two GC positions/seats previously held by Steve Pereira and Michelle Saenz-Adames through June 30th, 2018 until the July 2018 GC meeting, at which time the GC will reevaluate whether to open/permanently close.

The members voting in favor were: Dr. Michael Gutierrez, Elaine Palma, Patty Montoya, Adrian Gaytan, Robert Palacios, Michael Sena, and Yoli Silva

The members voting in opposition were: none opposed

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

A handwritten signature in cursive script, appearing to read 'Elaine Palma', is written over a horizontal line.

Elaine Palmacp

Secretary

School Governance Change

Dream Diné Charter School

On December 18, 2018, the governing board designated Lance Whitehair as a member. At the time, no Affidavit was obtained from Mr. Whitehair and no Statement to Consult with PED was signed. Since Mr. Whitehair has subsequently left the board, no Affidavit can be obtained. A Statement to Consult form signed by all currently seated members was received on May 14, 2018.

On April 9, 2018, a vacancy was created on the board by the resignation of Lance Whitehair. Although the vacancy was not reported timely (overdue by 1 day), all documentation has been received. The school has been notified this position must be filled, or an extension filed, or the position closed by May 24, 2018.

On April 12, 2018, a vacancy was created on the board by the resignation of Sierra Frank-Ignacio. The vacancy was reported timely and all documentation has been received. The school has been notified this position must be filled, or an extension filed, or the position closed by May 27, 2018.

The board currently has 5 seated members.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Dream Dine Charter School Current Number of Governing Body Members: 7

Date submitted: 5/9/2018 Contact Name: Telletha Valenski E-mail: telletha@dreamdine.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Sierra Frank-Ignacio	P.O Box 4728 Shiprock, NM 87420 505-860-0743 telletha@dreamdine.org	Resignation	4/16/2018	Resignation Due to School Board schedule not conducive to my work and school schedule, school board schedule has not enabled me to comprehensively fulfill my position as a treasurer."	From: 10/27/2018 To: 4/1/2018
Lance Whithair	PO Box 3663 Shiprock, NM 87420 505-635-0685 Lance.whithair@ihs.gov	Resignation	4/16/2018	Resignation due to relationship/ family problems that is taking up my entire time and life right now.	From: 12/18/2017 To: 4/16/2018
Ira Vandever	Hwy 64 Mile Post 23 NW Shiprock Chapter House, Shiprock, NM 87420 Click here to enter phone number. ira@dreamdine.org	Removal	12/18/2017	Removal due to non-attendance of meetings	From: 8/15/2016 To: 12/18/2017

Original Signature of Governing Council President or Designee: *Telletha Valenski* Date: 5/9/18

Printed Name of Governing Council President or Designee: Telletha Valenski

Text on 4/9/2018

I have to resign from Dream Dineh. I am sorry. I am have relationship/ family problems that is taking up my entire time and life right now.

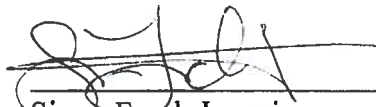
Received by Telletha Valenski

April 12th 2018

MEMORANDUM

TO: Telletha Valenski
Governing Council President
Dream Diné Charter School

FROM:



Sierra Frank-Ignacio
Governing Council Treasurer
Dream Diné Charter School

SUBJECT: **Letter of Resignation**

I was afforded the opportunity to become a school board member - parent representative for the Dream Dine Charter Schools Governing Council in December 2016. The opportunity to represent the families of Dream Diné Charter School was a pleasure and joy of mine.

After much consideration and thought I have decided to resign from my position as treasurer and as school board member – parent representative with the Dream Diné Charter School Board effective April 17th, 2018. Please accept this letter of resignation.

The school board schedule is not conducive to my work and school schedule at this time. The structure of the board has not enabled me to comprehensively fulfill my position as a treasurer. I appreciate the opportunity to gain the skills and knowledge I have while being a part of the school board. It was a pleasure supporting the change the school represents and I wish the school board the best.

If there are any further questions in regards to the close out of my position feel free to contact me at (505) 686-5899.



DREAM DINÉ CHARTER SCHOOL

P.O. Box 4386 Shiprock, NM 87420

505-368-2500 –Phone

May 9, 2018

Katie Poulos
Director of Options for Parents and Families
NM Public Education Department
300 Don Gaspar
Santa Fe, NM 87501

Dear Ms. Poulos,

Below and attached is information from Dream Diné Charter School regarding our compliance regarding the Governing Council membership changes.

Timeline regarding Board Membership Changes at Dream Diné Charter School 2017-2018

Attachment 1: July 20, 2017 Meeting minutes, See item F regarding board member number change

Attachment 2: Annual Form with board member changes – this form was mailed to the NMPED on October 19, 2017, kept on file in DDCS Board binder

Attachment 3: Governing Board Bylaws, See Section 3

Attachment 4: October 16, 2017 Meeting minutes: Jeremy Simpson and Jasper Joe were added as board members, See item F (c)

Attachment 5: Charter Governance Contact Form completed, on file in DDCS Board binder but not sent to the NMPED

Attachment 6: Affidavit for Jeremy Simpson, dated 10-18-17

Attachment 7: Affidavit for Jasper Joe, dated 10-30-17

Note: Jeremy Simpson was registered for 7-hour training in Taos, by Debbie Dolbow of Options for Parents, Charter Schools, on October 19. On October 19 Q. Deschenie confirmed with Ms. Pierce of Charter Schools Division that Jasper Joe and Jeremy Simpson were added as new members on October 16. On November 8, 2017, certificates for GB Introductory Training November 4, 2017 were received from Debbie Dolbow, Options for Parents, for Jasper Joe and for Jeremy Simpson

Note: November 8, 2017: Certificates for GB Introductory Training obtained on November 4, 2017 were received from Debbie Dolbow, Options for Parents, for Jasper Joe and for Jeremy Simpson

Attachment 8: December 18, 2017 Meeting minutes, Ira Vandever was removed due to non-attendance and Lance Whitehair was added, See item F (a) i and ii



DREAM DINÉ CHARTER SCHOOL

P.O. Box 4386 Shiprock, NM 87420

505-368-2500 –Phone

Note: (Lance was informed about the board training in Carlsbad on 1-27-18 (approx. 8 hour drive, nearly 500 miles from Shiprock, he could not attend; Lance was informed about the board training on 3-10-18 in ABQ, he could not attend). Lance did not vote at any meeting as he did not acquire the training.

Attachment 9: Annual Governing Board membership change forms dated December 1, 2017 and February 2, 2018 – Consuela Benally, office manager, states she mailed the forms to Charter Schools Division per direction from Telletha Valenski, Board President, on March 30, 2018.

Note: On April 6, Ms. Pierce requested "... signed and notarized affidavits for Mr. Simpson, Mr. Joe and Mr. Whitehair and a Statement to Consult with the PED..." The signed and notarized affidavits and signed Statement to Consult with the PED were sent by email to Ms. Pierce on April 13, 2018. However, the School Governance Change narrative sent by Ms. Poulos on May 7, 2018, states. "The school was contacted to submit affidavits and a Statement to Consult with PED. No documentation has been provided as of April 27, 2018."

Attachment 10: Resignation text from Lance Whitehair dated April 9, 2018

Attachment 11: Resignation from Sierra Frank Ignacio, dated April 12, 2018

Note: Resignations from Lance Whitehair and Sierra Frank Ignacio were mentioned at the April 16, 2018 GC meeting

Attachment 12: Change of Governing Body Membership Form, dated May 9, 2018 (See Attachment 9 for initial entry on Ira Vandever's removal, an entry is included on this form to correct how the entry is made on the earlier sent form dated 2-2-18.)

Thank you for your assistance.

Quintina Deschenie
Dream Diné Charter School administrator

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Dream Diné Charter School, located in Shiprock, 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 Dream Diné 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 DREAM DINÉ CHARTER SCHOOL GIVE THE FOREGOING STATEMENT THIS 26th DAY OF April, 2018.

1. Clarence Hogue
[signature]
Clarence Hogue
[print]
2. Telletha Valenski
[signature]
Telletha Valenski
[print]
3. Kimberly Mohs
[signature]
Kimberly Mohs
[print]
4. Jasper Joe
[signature]
Jasper Joe
[print]
5. Jeremy Simpson
[signature]
Jeremy Simpson.
[print]

Attach additional pages if membership exceeds five.

Revised 10-5-2011



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

May 14, 2018

Telletha Valenski
Dream Diné Charter School
PO Box 4386
Shiprock, NM 87420

Dear Ms. Valenski:

Thank you for your notification of a governing body resignation dated May 10, 2018 in which Dream Diné Charter School provided notification to the Public Education Commission (PEC) of the resignations of Sierra Frank-Ignacio and Lance Whitehair. The notification contained all required information; however, the school is still lacking a **Statement to Consult with PED** signed by all currently seated board members due to the December changes. Please submit this statement no later than May 20, 2018.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, Dream Diné Charter School must designate a new member to fill the vacancy created by the resignation of Lance Whitehair, or request an extension, no later than May 24, 2018. The school must designate a new member to fill the vacancy created by the resignation of Sierra Frank-Ignacio, or request an extension, no later than May 27, 2018. If the vacancy is not filled or the school does not request an extension, the school will be added to the PEC's agenda for consideration and potential corrective action.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the vacancy.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

Dzil Diti'ooi School of Empowerment, Action and Perseverance (DEAP)

As per the Change Form, on April 27, 2018, the vacancy created by the removal of Ryan Dennison on March 4, 2018, was filled by the designation of Delmaline Muskett. By the change form timeline, the designation was not timely. An agenda submitted denoted the governing council meeting was to be held on April 11th. If this the correct date, the designation is timely. Notification was not timely in either scenario.

Notification clarifying the designation of Ms. Muskett was to be submitted on May 4, 2018. The Change of Governing Body Membership form was received on June 7, 2018. The approved minutes or certification of the vote is still overdue.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501.

Name of State-Chartered School: Dził Dítł'ooi School of Empowerment, Action, & Perseverance Current Number of Governing Body Members: 5

Date submitted: June 7, 2018

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Delmaline Muskett	P.O. Box 224, Navajo, NM 87328 Cell: 505-713-0819 muskett_5@hotmail.com.	New Governing Council member	April 27, 2018.	N/A, new GC board member Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: Brenda Nelson Date: 6/7/18

Approved 2-10-17

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF MCKINLEY)

I, Delmaline Muskett, after being duly sworn, state as follows:

1. My name is Delmaline Muskett and I reside in Navajo, New Mexico.
2. I am a member of the governing body of the Dził Dítł'ooí School of Empowerment, Action and Perseverance charter school located in Navajo, New Mexico.
3. I am not currently a member of any governing body of any other charter school.
4. I have never been a member of any governing body of any other charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I have read the school's conflict of interest policy and I assure that the school will be compliance with state and federal law when administering grants and entering into contracts.

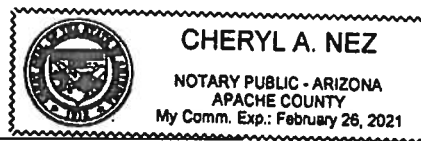
Delmaline Muskett
[Signature]

April 23, 2018
Date

Delmaline Muskett, Governing Body Member of Dził Dítł'ooí School of Empowerment, Action and Perseverance Charter School.
[Printed Name]

Subscribed and sworn to before me, this 23 day of April, 20 18.
Notary Seal:]

[Signature]
[Signature of Notary]



Cheryl A. Nez
[Printed name of Notary]

Notary Public
My commission expires: February 26, 2021, 20 21.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Dził Dítł'ooí School of Empowerment, Action and Perseverance (DEAP), located in Navajo, 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 Dził Dítł'ooí School of Empowerment, Action and Perseverance (DEAP)'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

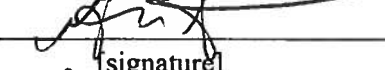
We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of 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 DZIL DITŁ'OOÍ SCHOOL OF EMPOWERMENT, ACTION AND PERSEVERANCE (DEAP) GIVE THE FOREGOING STATEMENT THIS 8th DAY OF NOVEMBER, 2017.

1. 
[signature]

Benita Litsen
[print]

2. 
[signature]

Gavin Sosa
[print]

3. 
[signature]

Delmaline Muskett
[print]

4. 
[signature]

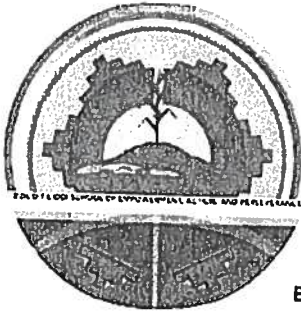
Regina Manygoats
[print]

5. 
[signature]

MICHAELA SHIRLEY
[print]

6. _____
[signature]

[print]



DZIL DITL'OOÍ SCHOOL OF EMPOWERMENT, ACTION AND PERSEVERANCE (DEAP)

Empowering students and communities through education, culture, wellness and service

PO BOX 156 Navajo, NM 87328 ♦ (505)777-2053 ♦ www.deapschool.org

Dził Dítł'ooí School of Empowerment, Action and Perseverance Governing Council Regular Meeting

April 11, 2018

6:00 PM

Location: DEAP School

Agenda

A. Call to order

B. Roll Call

1. Benita Litson, President
2. Gavin Sosa, Vice-President
3. Michaela Shirley, Secretary
4. Regina Manygoats, Treasurer
5. Vacant, Member

C. Review and Approval of Agenda

D. Review and Approval of March 7, 2018 Meeting Minutes

E. Discussion and possible Action Items:

1. Approval of New Governing Council Member
2. Approval of Budget Adjustment Requests (BAR)
3. Approval of Resolution Number 2018-04-04
4. Discussion on Corrective Action Plan
5. Discussion on Budget 2017-2018
6. Discussion on Governing Council Self-Evaluation
7. Executive Session on Head Administrator's Contract

F. Reports

1. Head Administrator's Report
2. Business Manager's Report
3. Director of Curriculum's Report
4. Director of Operations' Report
5. Governing Council Committee Reports

G. Public Comment

H. The next meeting for DEAP Governing Council will be on May 9, 2018 6:00 PM at DEAP

I. Adjournment



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

April 26, 2018

Benita Litson
Dzil Diti'ooi School of Empowerment, Action and Perseverance (DEAP)
PO Box 156
Navajo, NM 87328

Dear Ms. Litson:

Thank you for your notification of a governing body resignation dated April 11, 2018 in which Dzil Diti'ooi School of Empowerment, Action and Perseverance (DEAP) provided notification to the Public Education Commission (PEC) of the removal of Ryan Dennison. The notification contained all required information.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, Dzil Diti'ooi School of Empowerment, Action and Perseverance (DEAP) should have designated a new member to fill the vacancy created by the resignation of Ryan Dennison, or request an extension, no later than April 21, 2018. If the vacancy is not filled or the school does not request an extension, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification of a governing body resignation will be presented to the PEC at the meeting on May 11, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

Estancia Valley Classical Academy

On April 12, 2018, a new position was opened on the governing board by the designation of Deron Knoner. The designation was reported timely and all documentation was timely submitted.

The governing board now has 6 seated members.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter_schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Estancia Valley Classical Academy Current Number of Governing Body Members: 5

Date submitted: 4/30/2018 Contact Name: Roger X. Lenard E-mail: rxl@theevca.com

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Deron Knoner	44 Vista Encantada Edgewood 87015 (505) 264-0257 dknoner@theevca.com	Designation	4/12/2018	N/A	From: 5/31/2018 To: 5/30/2028
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: *R. Lenard* Date: 4/22/2018

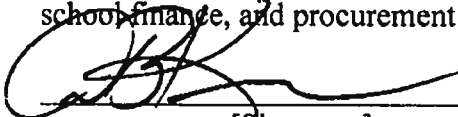
Printed Name of Governing Council President or Designee: ROGER X. LENARD

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, Deron Knoner, after being duly sworn, state:

1. My name is Deron Knoner and I reside in Edgewood, New Mexico.
2. I am a member of the governing body of the Estancia Valley Classical Academy in Moriarty, 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]

4/28/2018

Date

DERON B. KNONER

[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 28 day of April, 2018.

[Notary Seal:]





NOTARY PUBLIC

My commission expires: July 10th, 2018.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Estancia Valley Classical Academy, located in Moriarty, New Mexico.

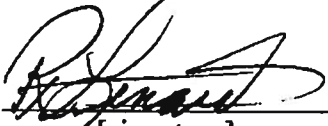
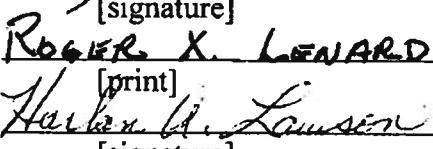
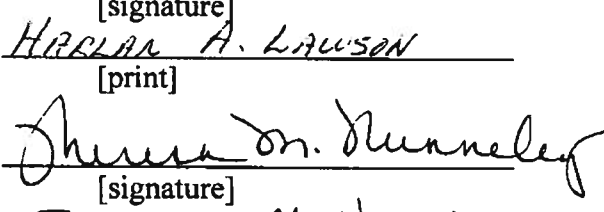
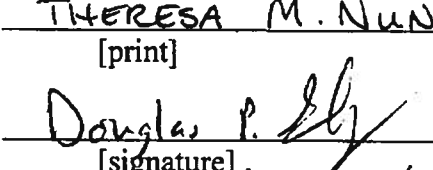
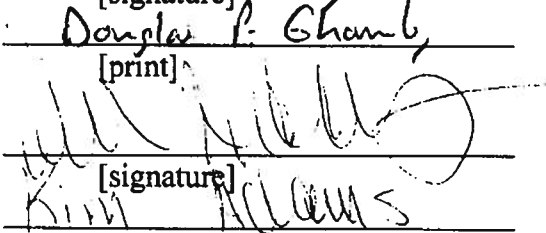
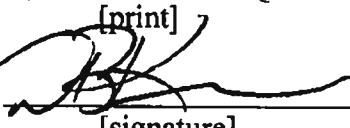
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of 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 ESTANCIA VALLEY CLASSICAL ACADEMY GIVE THE FOREGOING STATEMENT THIS 28th DAY OF April, 2011.

1. 
[signature]
ROGER K. LEONARD
[print]
2. 
[signature]
HARLAN A. LAWSON
[print]
3. 
[signature]
THERESA M. NUNNELEY
[print]
4. 
[signature]
Douglas P. Chamb
[print]
5. 
[signature]
Kim Adams
[print]
6. 
[signature]

DERON KNOWER [print]



REGULAR MEETING MINUTES

12 Apr 2018 at 6:00 PM

132 Impala Ct., Moriarty, NM 87035

- I. Call to order by 6:06pm by Gov. Lenard
- II. Pledge of Allegiance & Invocation
After a call for volunteers, a member of the public offered the invocation.
- III. EVCA Mission Statement by Gov. Lenard

IV. Ascertain quorum

A quorum was present and consisted of the following:

Member	Initially Present	Present Later	Note
Roger Lenard, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Harlan Lawson, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Doug Ghormley, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kim Adams, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Theresa Nunneley, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

V. * Review and Approval of Agenda

Gov. Ghormley made a motion to move the discussions of items X.E.1, X.I.2, ad XV to the meeting on April 28th. Gov. Adams seconded the motion, which passed unanimously. Gov. Adams made a motion to approve the modified agenda. Gov. Nunneley seconded the motion, which passed unanimously.

VI. Public Comment (time limitations may apply)

Major General (USAF, Ret.) Mark Dillon associated with the Barney Charter School Initiative was on a visit to the school this week and was present to observe the GC.

Debbie Bentley, a parent, was not able to make the parent meetings this past month and wanted to express her opinion on the dress code. Though she detested the dress code the first year, the past two years has fallen in love with it as it has gotten more lenient. She is concerned that a push to make it stricter will be difficult for her children and that those who are not following it still will not. Her second grader enjoys getting to pick his tie each morning and would be sad if that option goes away. She also has a 7th grader and 10th grader.

* Indicates possible action on this item or sub-items.



Estancia Valley Classical Academy

PO Box 2340 / 132 Impala Ct.
Moriarty, NM 87035
(505) 832-2223
theevca.com
facebook.com/TheEVCA

TRUTH AND VIRTUE UPHOLD THE REPUBLIC

VII. * Consent Agenda Items

A. Approve 23 Mar 2018 GC Special Meeting Minutes

Approved by unanimous consent.

VIII. External reports

A. Correspondence and Announcements, if any

1. Gov. Ghormley received an Information Assurance Policy Report from Daniel Clarke, which has identified a number of issues that unfortunately cannot reasonably be addressed until we have an IT staff.
2. Gov. Ghormley reported on an Open Meetings Act complaint that was received from the Office of the New Mexico Attorney General, filed by Baylor DelRosario and alleging that we did not provide draft minutes of the Jan 11, 2018 meeting within 10 days. However, those minutes were provided to him by Gov. Ghormley on Jan 14, 2018 – just three days after the meeting. Gov. Ghormley responded to the office of the Attorney General with the particulars, and with copies of all correspondence demonstrating compliance. He also contact Baylor DelRosario under the presumption that Mr. DelRosario just got his wires crossed between schools and filed the complaint incorrectly. His reply was: “That complaint is inaccurate and will follow up on it. Draft minutes from EVCA were received within 10 business days (the observation report confirms this). Approval of multiple draft minutes on consent agenda was the identified concern. The Office of the Attorney General will determine actions, if any, needed which PED forwards to overseeing agency.” However, the issue of approving draft minutes at the next meeting has already been addressed just after the site visit. Gov. Ghormley anticipates that we have already done everything required.

B. EVCA Foundation Report

Mr. Robinson was present from the Foundation to provide an update. Thanks to everyone who came to the BBQ. They raised nearly \$26,000 and had the highest number of corporate sponsors yet. They will start a God, Guns and Harley Davidson raffle at graduation. The office of Allan West has apologized for their error in not being able to be present for graduation – they have offered to come at another time and the Foundation is working on a date of Oct 20th for a public fundraiser with him.

Regarding construction, they’ve had a bit of a slowdown because the framing contractor is undermanning the job. The builder is working to get the subcontractor back in line. They hope to be dried in within the next two weeks. They are negotiating a number of furniture items now – lockers, whiteboards, gymnasium furniture, etc. The security gate for our current facility will be installed starting on Monday; they are awaiting a Knox box from the Moriarty fire department. The senior class has asked to purchase the flagpole for the new building. Mr. Robinson is looking into options – he thinks it is around \$2200.

* Indicates possible action on this item or sub-items.



Estancia Valley Classical Academy

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C. PEC Meeting Report

Gov. Adams attended the meeting last month during which the Attorney General was providing advice to the PEC. Govs. Lawson and Adams attended today's PEC meeting during which their new lawyer was interjecting opinion regarding arbitrary and capricious statements by PEC members. Today, they discussed their rules and procedures for the next year. Gov. Lawson noted that they claim to have incorporated about 40% of received feedback regarding the performance framework. Of concern is that there are 30 schools up for can successfully go through negotiation in that timeframe. They will be asking new renewals to volunteer to stagger their deadlines for their renewal packages to distribute the workload. We are one of 11 from last year that need a new contract. Gov. Adams expects to be able to attend again tomorrow.

IX. Executive Director's Report (portions may be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraphs H(2) and H(7))

A. Advisory School Council Report

ED distributed a copy of the monthly reports for review. Gov. Ghormley noted that the school reports were not available by the deadline. He asked his fellow compatriots if he was the only one who wanted them by the Friday before the meeting. Nearly all the members agreed that they did want them in advance, and at least three members had gone to look for them and found them missing. Gov. Ghormley noted that it is the ED's responsibility to ensure that his staff are submitting the reports on time and asked that he ensure that they are doing so. Gov. Adams asked for data on excused/unexcused absences.

X. * Committee Updates

A. Finance

1. Bank statement report

Gov. Adams reported that the Finance Committee reviewed the school's bank statement and discovered no anomalies.

2. Financial report

We have had problems with the state in getting reimbursement for dual credit textbooks – they insist on seeing an invoice that shows an outstanding account balance after all payments of \$0. Parents have been purchasing textbooks on their own and have receipts, which frequently do not meet the criteria. The school will probably have to look at opening a school account with the dual credit institutions next year to properly address this issue. Doing so will also help with students who cannot front the money for the textbooks.

3. BAR, if any

BAR 550-000-1717-0032-I was distributed for review, reflecting a Title II award. Gov. Adams made a motion to approve the BAR. Gov. Lawson seconded the motion, which passed unanimously.

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4. Out-of-state travel, if any
ED Thiery's trip to Golden View Classical Academy is not yet scheduled.
 5. New staff positions and service contracts, if any
Gov. Adams would like this discussion to start tonight, but to finish at our next meeting on April 28th. The school did not receive the 910B letter from the state until just late today. The business manager asked for funding for 535 students, to which they agreed.
 6. Budget approval for next school year
Gov. Ghormley made a motion to take up the rest of the budget discussion on Apr 28th. Gov. Adams seconded the motion, which passed unanimously.
 7. Staff contracts
Gov. Ghormley made a motion to take up this topic at the April 28th meeting. Gov. Adams seconded the motion, which passed unanimously.
 8. Income survey for E-Rate and Title 1
Gov. Ghormley noted that the school will be unable to receive E-Rate funds for the new school unless we reinstate the income survey for the students' families. Mrs. Massey noted that the state has backed away from using incoming surveys for Title 1 funding levels and will use a different metric. Gov. Ghormley made a motion to start collecting income information at registration. Gov. Nunneley seconded the motion. Gov. Adams made a motion to strike the phrase "at registration" from the motion. Gov. Ghormley seconded the motion to amend, which passed unanimously. On the issue of the amended motion, the motion passed unanimously. ED Thiery noted that we are on the list as eligible for a Small Rural School Achievement grant.
 9. Laptop request
In view of the fact that on numerous occasions, GC members have been unable to read documents and contribute to committee work because of inadequate personal computing, Gov. Ghormley made a motion to direct the Finance Committee to attempt to identify funds to procure six Mac laptops with Microsoft Office for GC member use. Gov. Adams seconded the motion, which passed unanimously.
 10. Update on payments to the speech and language pathologist.
Gov. Adams noted that this body made a motion at the last meeting to stop payments to a contractor unless that individual checked in and out of the office. The administration reported that the contractor is now reporting in properly at each visit.
- B. Audit
Gov. Lawson suggested that the Audit committee should call a meeting in the next couple of weeks, but it has not yet been scheduled.
- C. Enrollment & Outreach
1. Reports on parent meetings
Gov. Nunneley reported on the parent meetings that were held regarding the move to uniforms and the armed presence on campus. The overwhelming majority of parents voted for cardinal red shirts and navy blue pants.
 2. School calendar guiding principles
Gov. Adams made changes to the school calendar guiding principles. Gov. Ghormley

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made a motion to postpone this discussion until April 28th. Gov. Lawson seconded the motion, which passed unanimously.

3. SY18-19 school calendar

Mr. Beard distributed the draft calendar for next school year for consideration. There are two options. One which takes off a full week for Spring Break, and another which instead makes a four day weekend over Easter and then distributes the saved days to make other extended weekends. Gov. Adams made a motion to postpone the approval of the calendar until April 28th. Gov. Ghormley seconded the motion, which passed four to one (Gov. Nunneley against, all others in favor).

4. Senior graduation plan

Gov. Ghormley made a motion to direct the administration to have finals for seniors happen one week before graduation starting next school year, and to have next year's calendar updated to reflect that. Gov. Adams made a motion to amend the motion to direct the administration to have moral philosophy oral defenses during the gap week. Gov. Lawson seconded the motion to amend, which passed unanimously. The amended motion then passed unanimously as well.

5. NMCCS Plan to push for legislation to align charter school enrollment windows

Matt Paul announced at the PEC meeting last month that they would be pushing for legislation to force all charter schools to align their enrollment windows. Gov. Adams believes that this will work in a large town like Albuquerque, but not rural. Gov. Adams made a motion to empower the GC President to author a letter to the NMCCS reflecting our objections. Gov. Nunneley seconded the motion, which passed unanimously.

6. Failure to provide timely retention information to GC

Gov. Adams made a motion to postpone this item to be taken up under Personnel. Gov. Ghormley seconded the motion, which passed unanimously.

D. Special Events

Gov. Adams noted that this is a busy time for Special Events. Prom is coming up this weekend at Paako. They need to start planning the teacher appreciation week soon but can discuss that on April 28th. There is a graduation meeting on Monday night at 7pm.

E. Student Services (portions may be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraphs H(2) and H(7))

1. SB 213 and HB 411

Moved to April 28th based on earlier motion.

2. New monthly reports

Gov. Nunneley stated that these are not quite ready to present. She would like to have a conversation with Gov. Ghormley before presenting them.

3. McKinney-Vento student identification status

Gov. Nunneley reported that Mrs. Mackrain estimates that we have between 10 and 12 such students. Gov. Nunneley pointed out that there are possible financial ramifications related to McKinney Vento that the board needs to be aware of, generally involving transportation and nutrition. Gov. Ghormley noted that these topics should be discussed with legal counsel on the 28th.

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F. Personnel (portions may be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraphs H(2) and H(7))

1. Trip to Golden View

Discussed earlier.

2. Leadership Conference

This item has been overcome by events.

3. Staff transitions

Gov. Adams made a motion to go into Executive Session for the purposes of discussing limited personnel matters (as permitted under 10-15-1 NMSA, Open Meetings Act, paragraphs H(2)). Gov. Ghormley seconded the motion. Roll call vote: Kim Adams: AYE, Doug Ghormley: AYE, Harlan Lawson: AYE, Roger Lenard: AYE, Theresa Nunneley: AYE. Motion passed unanimously. Executive Session was entered at 8:35pm.

Executive session was exited at 9:07pm – Gov. Adams made a motion to exit executive session, which was seconded by Gov. Nunneley and passed unanimously. Nothing was discussed during the Executive Session apart from matters permitted under paragraphs H(2) of 10-15-1 NMSA.

Gov. Adams made a motion to direct the GC President to place a letter of reprimand in the ED's personnel file as discussed in Executive Session. Gov. Ghormley seconded the motion, which passed (Gov. Adams, Ghormley, Nunneley voting aye, Gov. Lawson voting no, and Gov. Lenard abstaining).

4. Staff policy violations

Covered during item 3.

G. Recharter

1. Auditing of STARS data

The audit is not yet done, but ED Thiery recently gave Gov. Ghormley permission to interact with the registrar to help direct the audit so that the office staff is clear on exactly what is being requested.

2. Archiving of test scores

Gov. Lawson found all the SBA science data from last year and will load it into Google Drive tomorrow.

H. Policy

1. Staff

Gov. Ghormley made a motion to waive the nepotism rule for family members of the Executive Director, in particular permitting Mrs. Thiery to be on staff, as permitted by NMSA 22-5-6.A. Gov. Adams seconded the motion, which passed unanimously.

2. Enrollment

Gov. Ghormley presented the 3 Apr 2018 revision of the Enrollment Policy for consideration. The way the current policy is worded suggests that parents are permitted to confirm receipt of an LOI after the deadline, and if the office did not receive it, they may accept it at that time. This creates the problem that the office can never know when all of the LOIs are in, since a parent may call at any point in the future

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with proof that they submitted during the window. This draft strengthens the wording to make it clear that all LOIs have to be received in the office prior to the deadline, and that parents must confirm receipt by the office prior to the deadline. Supplying an LOI after the deadline with proof that an attempted deliver was made during the window is no longer acceptable. Gov. Adams made a motion to adopt the 3 Apr 2018 revision of the Enrollment Policy. Gov. Nunneley seconded the motion, which passed unanimously.

3. Safety

Gov. Ghormley presented the 4 Apr 2018 revision of the Safety Policy for consideration. This revision adds wording requested by the administration to support taking action if there is a credible threat on the lives or safety of EVCA staff, students, or parents. Gov. Adams made a motion to approve the 4 Apr 2018 revision of the Safety Policy. Gov. Nunneley seconded the motion, which passed unanimously.

4. Discipline

Gov. Ghormley presented the 4 Apr 2018 revision of the Discipline Policy for consideration. Gov. Ghormley made a motion to adopt the 4 Apr 2018 revision. Gov. Adams seconded the motion, which passed unanimously.

5. Civil Rights

Gov. Ghormley presented the 8 Apr 2018 revision of the Civil Rights Policy for consideration. Gov. Nunneley made a motion to adopt this revision. Gov. Adams seconded the motion. During discussion, Gov. Lawson noted that the wording "grievance" is out of step with the guidance on McKinney-Vento. Gov. Ghormley made a motion to modify the draft to change wording "initiate a grievance" to "file a dispute" (this change will now be tracked as the 12 Apr 2018 revision). Gov. Adams seconded the motion to amend, which passed unanimously. On the original question to adopt the now revised policy (tracked as the 12 Apr 2018 revision), the motion passed unanimously.

6. Grievance

Gov. Ghormley presented the 8 Apr 2018 revision of the Grievance Policy for consideration. This revision clarifies "standing" for any student, parent or guardian of a student, staff member, or volunteer who was associated with the school when the incident related to the grievance occurred but was separated from the school before filing the grievance. Gov. Lawson suggested that we get a legal review of the policy before deciding. This matter will be taken up on Apr 28th.

7. Academic

At the request of the GC, the Policy Committee has been discussing options for minimum credit milestones to be in each of the 9-12th grades. A concrete proposal is not quite ready.

8. Dress code

Gov. Ghormley made a motion to approve a school uniform consisting of a cardinal red polo shirt, short or long sleeve, and navy-blue chino pants, skirts, skorts, shorts, or jumpers, that parents could purchase from any vendor, to take effect at the start of the 2018-19 school year, with the understanding that a dress-up option may be forthcoming. Gov. Adams seconded the motion, which passed unanimously.

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9. McKinney-Vento
Addressed earlier.

10. Armed presence on campus
Gov. Lawson made a motion to adopt resolution 2018-001 regarding an armed presence on campus. Gov. Adams seconded the motion, which passed unanimously. A draft policy regarding armed presence was drafted by Gov. Lawson but hasn't been reviewed by the Policy Committee yet.

11. "Borrowing" of endorsements
Postponed.

I. Curriculum

1. Math in lower grades
The majority of the lower school would like a math block of 75 minutes next year, not 90, but also not 60. Gov. Adams made a motion to reduce the math block to 75 minutes for the 2018-19 school year. Gov. Nunneley seconded the motion. During discussion it was noted that we don't have any data to support this, just a recommendation. Gov. Lawson suggested that we can make this change later after we see data, but Mr. Beard noted that he needs to know the answer now so he can start working on the schedule for next school year. Motion carried three to two (Govs. Adams, Lenard, and Lawson voting aye and Govs. Nunneley and Ghormley voting nay).

Gov. Adams moved to postpone all remaining items except for items XII and XIV. Gov. Nunneley seconded the motion, which passed unanimously.

2. Career readiness course
3. Dance instruction in PE
4. Science credits
5. Study Halls
6. Summer reading lists

J. Possible new committee

- XI. * New building room use

- XII. * Possible addition of new Governing Council Member
Deron Knoner was present as a candidate for addition to the Governing Council. Each member was given an opportunity to ask questions of Mr. Knoner. Gov. Adams made a motion to approve Deron Knoner as a new Governing Council member. Gov. Nunneley seconded the motion, which passed unanimously.

- XIII. * Parent complaint (may be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraphs H(2) and H(7))

- XIV. * Pending legal action (portions may be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraph H(7))
Gov. Adams made a motion to go into Executive Session for the purposes of discussing limited

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legal matters (as permitted under 10-15-1 NMSA, Open Meetings Act, paragraphs H(7)). Gov. Nunneley seconded the motion. Roll call vote: Kim Adams: AYE, Doug Ghormley: AYE, Harlan Lawson: AYE, Roger Lenard: AYE, Theresa Nunneley: AYE. Motion passed unanimously. Executive Session was entered at 10:30pm.

Executive session was exited at 10:39pm – Gov. Ghormley made a motion to exit executive session, which was seconded by Gov. Lawson and passed unanimously. Nothing was discussed during the Executive Session apart from matters permitted under paragraphs H(7) of 10-15-1 NMSA.

- XV. * ED Evaluation (will be closed to the public pursuant to 10-15-1 NMSA, Open Meetings Act, paragraphs H(2))
Gov. Adams made a motion to take up item XV. Gov. Lawson seconded the motion, which passed unanimously.
Gov. Adams made a motion to go into Executive Session for the purposes of discussing limited legal and personnel matters (as permitted under 10-15-1 NMSA, Open Meetings Act, paragraphs H(2)). Gov. Lawson seconded the motion. Roll call vote: Kim Adams: AYE, Doug Ghormley: AYE, Harlan Lawson: AYE, Roger Lenard: AYE, Theresa Nunneley: AYE. Motion passed unanimously. Executive Session was entered at 10:14pm.

Executive session was exited at 10:28pm – Gov. Ghormley made a motion to exit executive session, which was seconded by Gov. Adams and passed unanimously. Nothing was discussed during the Executive Session apart from matters permitted under paragraphs H(2) of 10-15-1 NMSA.

- XVI. Adjourned at 10:40pm

Draft sent to Governing Council on: 20 Apr 2018

Approved by Governing Council on: 28 Apr 2018

Signed by: (signature on file)
Douglas P. Ghormley
EVCA GC Secretary

Date: 28 Apr 2018

* Indicates possible action on this item or sub-items.

EVCA GC Regular Meeting Minutes, 12 Apr 2018

June 15, 2018 PEC Meeting
Page 45 of 169



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PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

May 14, 2018

Roger Lenard
Estancia Valley Classical Academy
132 Impala Court
Moriarty, NM 87035

Dear Mr. Lenard:

Thank you for your notification of a governing body designation dated April 30, 2018 in which Estancia Valley Classical Academy provided notification to the Public Education Commission (PEC) of the designation of Deron Kroner. The notification did not contain all required information; please provide the minutes wherein Mr. Kroner's designation was approved no later than May 24, 2018. If the required information is not timely provided, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification of a governing body designation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families



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CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

May 15, 2018

Roger Lenard
Estancia Valley Classical Academy
132 Impala Court
Moriarty, NM 87035

Dear Mr. Lenard:

Thank you for your notification of a governing body designation dated April 30, 2018 in which Estancia Valley Classical Academy provided notification to the Public Education Commission (PEC) of the designation of Deron Knoner. All documentation has been received.

This notification of a governing body designation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

The New America School-Las Cruces

On May 10, 2018, a vacancy was created on the board by the resignation of Toby Rue. Notification and documentation was received timely. The school has been notified that the position must be filled, an extension filed, or the position closed by June 24, 2018.

The board currently has 5 seated members.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: New America School Las Cruces Current Number of Governing Body Members: 5

Date submitted: 5/15/2018 Submitter Name: Susie Kimble

Governing Board Member Name	Governing Board Member's Current Personal/Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Toby Rue	2929 Camino Castillo Las Cruces NM 88005 575-521-2377 toby rue@msn.com	Resignation	5/10/2018	Personal reasons	From: 8/13/2015 To: 5/10/2018
					From: To:
					From: To:

Original Signature of Governing Council President or Designee: Susie Kimble Date: 5/15/2018

Printed Name of Governing Council President or Designee: Susie Kimble

May, 2018

Toby S. Rue
2929 Camino Castillo
Las Cruces, NM 88005

207 S. Main St
Las Cruces, NM 88001
575.527.9085
Fax: 575.527.9153
NAS-Las Cruces-
RE: Resignation

Susie Kimble, President of the Governing Council New America School

Please accept this letter as notice of my resignation from my position as Vice President and Governing Council Board Member for the New America High School.

It has been a pleasure working for the mission of the School and leading with some the brightest and successful leaders in Las Cruces.

Respectfully,



Toby S. Rue



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CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 5, 2018

Susie Kimble
The New America School-Las Cruces
207 W. Main Street
Las Cruces, NM 88001

Dear Ms. Kimble:

Thank you for your notification of a governing body resignation dated May 22, 2018 in which The New America School-Las Cruces provided notification to the Public Education Commission (PEC) of the resignation of Toby Rue. The notification contained all required information.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, The New America School-Las Cruces must designate a new member to fill the vacancy created by the resignation of Toby Rue, or request an extension, no later than June 24, 2018.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the position. If the vacancy is not filled or the school does not request an extension or close the position, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

The New America School-New Mexico

On April 11, 2018, in anticipation of the resignation of Rick Bela, a new member was designated to the board, Antoni Baca. The designation was prior to the resignation, therefore timely. Notification of the designation was not submitted timely, but all documentation has been received.

Although Mr. Baca has not yet received any training, draft minutes for the May meeting indicate that he has been voting prior to the mandatory Introductory training as per 6.80.5.8.B NMAC.

On April 11, 2018, the board voted to accept the resignation of Rick Bela. Mr. Bela's resignation was effective as of May 12, 2018, so the notification was timely received and all documentation has been received.

The board has 7 members currently seated.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: The New America School-New Mexico Current Number of Governing Body Members: 7
 Date submitted: 4/23/2018 Contact Name: LaTricia Mathis E-mail: lmathis@newamericaschoolnm.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Rick Bela	10 Placitas Trails Rd Placitas, NM 87043 1-505-710-2356	Resignation	4/11/2018	Mr. Bela resigned for personal reasons.	From: 10/31/2008 To: 4/11/2018
Antoni Baca	RickBela@aol.com 517 Gold Ave SW Unit 208 Albuquerque, NM 87102 1-505-307-8926	Designation	4/11/2018	NA	From: 4/11/2018 To: 4/14/2021
Click here to enter Board Member name.	antonibaca@gmail.com Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: *Juan R. Vigil* Date: 5/9/18
 Printed Name of Governing Council President or Designee: Juan R. Vigil

May 12, 2018

Juan Vigil, President
Governing Council
New America School, Albuquerque, NM

Re: Letter of Resignation


Dear Mr. Vigil and Governing Council Members:

It is with deep regret that I submit to you my resignation from the Governing Council of the New America School, Albuquerque, New Mexico.

I have deeply treasured my time as a Governing Council member, but I feel it is now time to take more time for my family and myself.

This resignation is effective immediately, as we have been fortunate enough to find an excellent new Governing Council member that I trust to take my place on the Council.

Deepest Respect,
Y un fuerte abrazo ha todos,

A handwritten signature in black ink, appearing to read 'R. Bela', with a long horizontal stroke extending to the right.

Richard Jose Bela
10 Placitas Trails Rd.
Placitas, NM 87043



The New America School-NM
1734 Isleta Blvd SW
Albuquerque, NM 87105
(505) 222-4360
www.newamericaschoolnm.org

Hon Jared Polis, Founder
Paul Rael, Governing Council President
LaTricia Mathis, Principal

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Antoni Mikhail Baca, after being duly sworn, state as follows:

1. My name is Antoni Mikhail Baca___and I reside in Albuquerque, New Mexico.
2. I am a member of the governing body of the New America School-NM charter school located at 1734 Isleta Blvd SW 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 member of any governing body of any other 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 New America School-NM'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, procurement.

[Signature]

Date

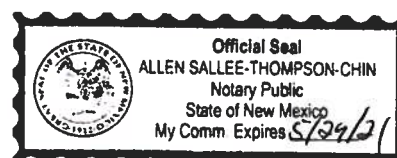
Antoni Mikhail Baca, Governing Body Member of the New America School-NM Charter School.

VERIFICATION

The foregoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 15 day of May, 2018.

[Notary Seal:

Notary Public



My commission expires: 5/29, 2021.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of The New America School-New Mexico, 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 The New America School-New Mexico'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 The New America School-New Mexico GIVE THE FOREGOING STATEMENT THIS 9th DAY OF May, 2018.

1. _____

[signature]

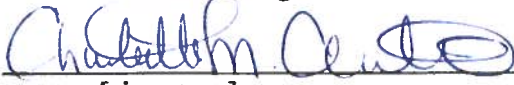
Juan Vigil

2. _____

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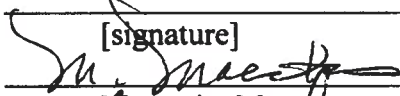

Dominic Griego

3. _____

[signature]


Charlotte Archuleta

4. _____

[signature]


Margarita Maestas

5. _____

[signature]


Fred Silva

Attach additional pages if membership exceeds five.

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1.



[signature]

PAUL RAEEL

Paul Rael

2.



[signature]

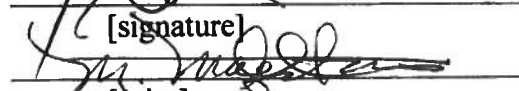
Antoni Baca

Antoni Baca

3.



[signature]



[print]

4.

[signature]

[print]

5.

[signature]

[print]

Attach additional pages if membership exceeds five.

New America School-New Mexico Governing Council

Wednesday April 11, 2018
4:30 PM
1734 Isleta Blvd
Albuquerque, NM 87105

Board Members Present: Juan Vigil (President), Margie Maestas (Secretary), Paul Rael, Dominic Griego (President-Elect), Rick Bela

Regrets: Charlotte Archuleta (Treasurer), Fred Silva

Staff: Dominic DiFelice (Superintendent), LaTricia Mathis (Principal), Mike Vigil, II (Business Manager), Lorella Lovato (Assistant Business Manager), Kelly Miller (Assistant Principal)

Guests: Antoni Baca (Potential Board Member)

Minutes of the GC

1. Juan Vigil passed the chair to Dominic Griego who called the meeting to order at 4:40 pm.
2. Mission statement was read by Juan Vigil.
3. The science department presented the student of the month to Luis Iguado. Each GC member asked questions of Luis about his future aspirations, what brought him to NAS-NM, and what he thought of the school.
4. Treasurer Charlotte Archuleta was unable to attend the meeting, and in her absence Juan Vigil presented the draft FY18-19 budget to the audience. This was the first public hearing on the proposed budget; two more hearings will be held during the May 9 and June 13 board meetings. Some highlights included
 - Reduction in lease assistance program-20%
 - Mandated increase to the teacher salary grid with no increase revenues from the state
 - Summary of total school revenues
 - Title dollars- but restricted in their use
 - Restrictions to capital outlay
 - Putting resources aside for re-chartering process
 - Tweaking the school calendar to improve student outcomes
 - Second public hearing will be May 9th
 - Final adoption of the budget June 13th
 - Questions from the audience were addressed
5. Moved by Juan Vigil and seconded by Margie Maestas that the agenda be approved as amended (items 13, 14 removed; school calendar move after draft budget discussion; principal report moved to item 12). Votes: Unanimous.

6. Moved by Juan Vigil and seconded by Margie Maestas that the minutes of March 14, 2018, be approved as amended (change Anthoni to Antoni). Votes: Unanimous.
7. Moved by Juan Vigil and seconded by Rick Bela that Antoni Baca be elected to the board. Under the discussion Juan asked what Antoni would bring to the board and what the board can do to ease his transition to the GC. Juan also spoke about an orientation presentation by the principal to outline roles and responsibilities of GC members, the charter contract, bylaws, etc. Rick Bela indicated in his search for his replacement that he looked for a very strong candidate with the skills that would further the workings of the board and the school. He said that in Antoni he found those qualities. The motion was passed unanimously. With regret Juan Vigil accepted Rick Bela's resignation from the board. Juan provided a lengthy chronology of Rick's involvement and contributions to the school and the GC. Juan's sentiments were echoed by others around the table.
8. In the GC Treasurer's absence, GC President Juan Vigil presented the financial reports ending 3/31/18 and 2 BARs as reviewed in detail at the finance committee meeting prior to the GC meeting. On the revenue report, there are a number of areas in the Title funds in which there will need to be carryover waivers requested to ensure that future fiscal years can utilize those funds. The Dual Credit Instructional Materials fund is another fund that was noted with no revenues because the money expended needs to be requested for reimbursement by the PED. Lease reimbursement was noted as having a potential hit of 20% in the next year's funding. Overall, revenues are looking good. The expenditures report had a deficit line of \$10k for long-term substitutes. This deficit will essentially disappear now that the teacher that was paid out of this line has obtained licensure from the PED. In function 2400, the assistant principal line was not budgeted, so there will be a maintenance BAR needed which will ensure that the function will not end with a deficit balance. The food service fund is doing fine, but it is unknown if the actual service provided is any better than the previous year. The bank account register activity report had more expenditures than revenues due to March being a month with three payrolls. The student activity fund is collecting revenues with no expenditures at this time, but the fund will be issuing expenditures as graduation comes up. There were no new POs issued in March 2018. POs will begin to be closed to wrap up the year's expenditures in April and into May. The bank reconciliation balanced to the general ledger with \$536,003.75 in unrestricted funds and \$714,326.39 in restricted funds. The student activity account reconciled with \$5,823.04. BAR #0024 was introduced as a reduction to Title II funding for PD as a part of a recalculation of prior year carryover figures. BAR #0025 was introduced as an increase of \$500 for a stipend from CNM for the administration of a dual credit course. GC member, Rick Bela, questioned if there was any progress made in switching the school's bank provider. Mike Vigil II, Business Manager, said that four local banks were reached out to and one bank responded. Mike stated that he, Craig Cook, LaTricia Mathis, and Lorella Lovato met with the bank on April 5th and that it went well. Lorella added that the bank representatives from NM Bank & Trust will be at the May meeting to present to the GC in full.

- Moved by Juan Vigil and seconded by Paul Rael that the financial report and BARs 0024 and 0025 be approved as presented. Votes: Unanimous.
9. There were no further questions by the board concerning the draft budget as presented under the public hearing. However, there was considerable discussion on the proposed school calendar for 2018-19. The calendar would have 150 instructional days and 34 non-instructional days. There was no consensus as to this model. LaTricia will take the input received under advisement and report back at the next meeting of the board.
 10. Moved by Juan Vigil and seconded by Margie Maestas that the part-time resolution for 2018-19 be approved. Votes: Unanimous.
 11. LaTricia presented the principal's report. Highlights included
 - Visit by Mr. Escobedo, APS charter liaison
 - Renewal letter of intent timelines
 - CSD policy changes
 12. A detailed summary of the site visit was presented. It outlined areas that require further documentation and follow up with stated timelines.
 13. Public Input: Lorella expressed her sincerest thanks to Rick Bela for his many contributions to the school. This was followed by others who also expressed their thanks and praise.
 14. Next meeting: May 9, 2018
 15. Meeting adjourned at 6:25 pm.



Secretary, GC



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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SANTA FE, NEW MEXICO 87501-2786
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www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 6, 2018

Juan Vigil
The New America School-New Mexico
1734 Isleta Blvd., SW
Albuquerque, NM 87105

Dear Mr. Vigil:

Thank you for your notification of a governing body resignation and a governing body designation dated May 15, 2018 in which The New America School-New Mexico provided notification to the Public Education Commission (PEC) of the resignation of Rick Bela and the designation of Antoni Baca.

The notification did not contain all required information; please provide the approved minutes wherein Mr. Baca's designation was approved or a certification of the vote no later than June 11, 2018. If the required information is not timely provided, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

New Mexico Connections Academy

On April 24, 2018, the governing board accepted the resignation of Maria-Guadalupe Salomé Gurulé. A letter of resignation was not included in the notification, so the actual resignation date was unclear. The school was contacted and a letter of resignation was received on May 14, 2018, indicating the resignation occurred on January 19, 2018. The notification was not timely and the school was notified that the position should have filled or closed by March 15, 2018.

On May 30, 2018, draft minutes from the May 29th meeting were provided, wherein the school voted to close the position in an open meeting. As per the new policy regarding governing board changes, the school was sent a request for a certification of the vote on June 5, 2018.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: New Mexico Connections Academy Current Number of Governing Body Members: 6

Date submitted: 4/30/2018 Contact Name: Nicole Cooper E-mail: Nicole.cooper@pearson.com

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Maria-Guadalupe Salomé Gurulé	1225 Parkway Drive Santa Fe, NM 87507 505-690-4436 Lupita.pathstohealthNM@gmail.com	Resignation	4/24/2018	Personal reasons	From: 9/26/2017 To: 4/24/2018
		Choose an action.	Click here to enter a date.		From: Click here to enter a date. To: Click here to enter a date.
		Choose an action.	Click here to enter a date.		From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: Mark Pearson Date: 5/2/18

Printed Name of Governing Council President or Designee: Mark Pearson

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Instructions:

- Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501
- Complete ALL fields about the school. Incomplete forms will be rejected.
- Complete ALL fields for each board member for whom action was taken. Incomplete forms will be rejected.
- Include all required attachments as described below. Submissions not containing all required materials will be rejected.

Required Attachments:

Submission of this form MUST be accompanied by each of the following, as applicable:

- Notices of Resignation or Removal:**
 - a. The governing body minutes showing the vote to remove the member, or
 - b. The resigning member's signed and dated written resignation;
- Notices of Designation:**
 - a. An updated "STATEMENT OF GOVERNING BODY TO CONSULT WITH PED" signed by all current governing body members,
 - b. An "AFFIDAVIT OF GOVERNING BODY MEMBER" signed by the new governing body member and verified by a notary public, and
 - c. The governing body minutes showing the vote to designate the member



----- Forwarded message -----

From: **MG Lupita Gurule** <lupita.pathstohealthnm@gmail.com>
Date: Mon, Jan 29, 2018 at 5:21 PM
Subject: Re: Response Requested - Fwd: NMCA Governing Council Meeting Materials - January 30, 2018
To: "Cooper, Nicole" <nicole.cooper@pearson.com>
Cc: Anna Harb <anna.harb@ring-ir.com>, "Brown, Jordan" <jordan.brown@pearson.com>, Paul Gessing <pgessing@riograndefoundation.org>, jerry schalow <jerryabq@gmail.com>, pJ <calledichoso@aol.com>

Good afternoon, everyone.

It is with regret that I must withdraw and resign my board membership to the NMCA school board.

I'm heartbroken to announce my mom passed away unexpectedly on New Year's Eve from a massive heart attack.

My mom was and Earth-Angel, a full-time caregiver to my dad, a 100% disabled veteran. With her passing, I'm now my dad's caregiver and I'm simply overwhelmed.

I wish the best to you all and will be sending much support for the board's continued endeavors.

I thank you for the opportunity.

Sincerely,

MG Lupita



New Mexico Connections Academy (NMCA)
MINUTES OF THE GOVERNING COUNCIL MEETING
Tuesday, April 24, 2018 at 9:00 a.m. MT

Held at the following locations and via teleconference:

4001 Office Court, Suite 201-204
Santa Fe, NM 87507
and
4801 Hardware Dr. NE
Albuquerque, NM 87109

I. Call to Order and Roll Call

Mr. Boitano called the meeting to order at 9:09 a.m. when all participants were present and able to hear each other. The school location was open to the public. Mr. Boitano conducted a Roll Call.

Governing Council Members Present: Mark Boitano (in person at Albuquerque location); Anna Harb and Patrick Chavez (via phone);

Governing Council Members Joined During Meeting: Paul Gessing and Jerry Schafow (via phone);

Guests Present: Ramoncita Arguello, School Principal; Alyssa Lucero, The Vigil Group; Shannon Vasquez, School staff (in person at Albuquerque location); Shawwna Sanchez (in person at the Santa Fe location); Sue Fox, Governing Council's Legal Counsel; Debbie Vigil, Amy Earle, Tammy Woffinden, Laci Lockwood, Jolene Ortiz, Freda Doherty, and Jennifer Lawson, School staff; Bryce Adams, Tanya Lee, Ray Lambert, and Kristin DeGroff, Pearson Online & Blended Learning (POBL) staff (via phone).

II. Routine Business

a. Approval of Agenda

Mr. Boitano asked the Governing Council to review the Agenda distributed prior to the meeting. There being no changes, a motion was made by Ms. Harb and seconded by Mr. Chavez as follows:

RESOLVED, that the Agenda for the April 24, 2018 New Mexico Connections Academy Governing Council Regular Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Acceptance of Resignation of Governing Council Member, MG Lupita Gurule

Mr. Boitano reviewed Ms. Gurule's resignation letter with the Governing Council. The Governing Council thanked Ms. Gurule for her service to the Governing Council and the school. There being no further discussion, a motion was made by Ms. Harb and seconded by Mr. Chavez as follows:

RESOLVED, the resignation of MG Lupita Gurule from the New Mexico Connections Academy Governing Council, as presented, is hereby accepted, effective immediately.

The motion passed unanimously.

IV. Public Comment

There were no public comments at this time.

V. EXECUTIVE SESSION

- a. Pursuant to NMSA 1978 Section 10-15-1(H)(7) Attorney-Client Privilege: Pertaining to threatened or pending litigation in which the public body is or may become a participant

Mr. Boitano advised that no Executive Session was necessary at this time, and that Ms. Fox, the Governing Council's Legal Counsel, would be joining the meeting to provide an update on the school's charter appeal process and timeline.

VI. Approval of Action(s) Necessary Based on Executive Session

No action was necessary at this time.

VII. Oral Reports

- a. Principal's Report

- i. Update on Graduation Plans and End of Year Activities

Ms. Arguello advised the Governing Council of the school's plans for the upcoming high school graduation ceremony and encouraged Governing Council members to attend.

- ii. Update on State Testing

Ms. Arguello reviewed with the Governing Council the ongoing standardized testing currently taking place at various locations across the state.

[Ms. Fox joined the meeting at 9:15 a.m.]

Ms. Fox provided a brief update on the appeal process regarding the non-renewal of the school's Charter. She advised the Governing Council of the timeline for a notice of appeal, as well as the anticipated request for a stay of execution, pending the appeal.

[Mr. Gessing joined the meeting at 9:25 a.m.]

Ms. Fox further discussed the anticipated effects of the appeals process on staff and families at the school.

[Mr. Schalow joined the meeting at 9:29 a.m.]

Additionally, Ms. Fox reviewed the prior research completed by the school regarding the current Charter and work with the school's Authorizer. Governing Council members thanked Ms. Fox for the information provided.

[Ms. Fox left the meeting at 9:40 a.m.]

Ms. Arguello reviewed the Monthly School Report (MSR) with the Governing Council, as well as specific goals being addressed by school staff, as included in the School Improvement Plan (SIP).

[Ms. Lawson, Ms. Vigil, Ms. Earle, and Ms. Woffinden left the meeting at 9:46 a.m.]

b. Finance Report

Ms. Lucero reviewed the school's financial statements in detail, including the check register, revenue and expense statements, as well as the school's forecast for the school year based on enrollment trends with the Governing Council.

i. Enrollment Update

Mr. Schalow provided the Governing Council with an update on enrollment. He reviewed the timeline for review and approval of the school's 2018-2019 School Year Budget, as well as the projected enrollment figures that the budget will be built on. Governing Council members advised of their support of using an anticipated 1717 students for budget projection purposes.

ii. Finance Committee Updates and Recommendations for Approval

1. Approval of Connections Academy of New Mexico, LLC Invoices for February

Mr. Schalow reviewed the February invoices as drawn from the financial report provided in the meeting materials, and reviewed earlier in the meeting. He advised that he reviewed the invoices and found them to be in order and asked the Governing Council whether they had any questions on the invoice or if any items required further explanation. Mr. Schalow further reviewed in detail the LiveSpeech Invoices for February, as provided in the Governing Council materials, as well as the Substitute Teacher Invoice for February. He advised that the Finance Committee reviewed all items for consideration and recommended Governing Council approval. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the Connections Academy of New Mexico, LLC invoices for February, in the amount of \$575,600.84, as presented, are hereby approved; and

FURTHER RESOLVED, that the LiveSpeech invoices for February, in the amount of \$17,112.50, as presented, are hereby approved; and

FURTHER RESOLVED, the Substitute Teacher invoice for February, in the amount of \$6,600.00, as discussed, is hereby approved.

The motion passed unanimously.

2. Approval of LiveSpeech Invoices for February

This item was previously discussed.

3. Approval of Substitute Teacher Invoice for February

This item was previously discussed.

4. Approval of Budget Adjustment Reports (BARS)

a. NMCA BAR#554-000-1718-0011-I 24154

b. NMCA BAR#554-000-1718-0012-M 11000

Ms. Lucero reviewed the proposed budget adjustments with the Governing Council. She asked the Governing Council members whether they had any questions. There being no further discussion, Mr. Schalow made the following motion and it was seconded by Mr. Gessing as follows:

RESOLVED, that the NMCA_BAR#554-000-1718-0011-I 24154, as presented, is hereby approved; and

FURTHER RESOLVED, that the NMCA_BAR#554-000-1718-0012-M 11000, as presented, is hereby approved.

The motion passed unanimously.

VIII. Consent Items

Mr. Boitano asked the Governing Council members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. Ms. Lucero advised that contained within documentation for Consent Item (b) Approval of Staff Compensation Plan for the 2018-2019 School Year, is the Teacher Salary Schedule, as provided to Governing Council members prior to the meeting. There being no items removed from the Consent Items, a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 27, 2018 Meeting;
- b. Approval of Staff Compensation Plan and Teacher Salary Schedule for the 2018-2019 School Year; and
- c. Approval of Employee Handbook Revision(s); are hereby approved.

The motion passed unanimously.

IX. Action Items

There were no action items.

X. Information Items

a. Update on Staffing

Ms. Arguello reviewed the Staffing report included in the meeting materials with the Governing Council and provided an update on staffing levels.

b. Update on Secondary Legal Counsel

Mr. Boitano provided the Governing Council with an update on this item. He reviewed the retention of a secondary legal counsel, to assist in school matters unrelated to the Charter appeal. Mr. Boitano advised that the firm of Cuddy & McCarthy, LLP would be assisting the school for legal matters, as necessary.

c. Legislative Update

Mr. Adams provided an update on the recent legislative activities in New Mexico, which may impact the school.

d. Partner School Leadership Team (PSLT) Update

Mr. Lambert presented to the Governing Council on behalf of Pearson Online & Blended Learning's (POBL), School Leadership Team.

i. School Operations Metrics

Mr. Lambert presented this item to the Governing Council. He reviewed the data included in the Governing Council materials, highlighting the school's performance as compared with other POBL partnering schools of similar size and years in operation. Governing Council members discussed the metrics data with Mr. Lambert.

ii. Curriculum for the 2018-2019 School Year

Mr. Lambert presented this item to the Governing Council. He reviewed the 2018-2019 Curriculum and Instructional Programming Memo as included in the Governing Council materials, as well as the recent Curriculum Town Hall presentation hosted by POBL. Mr. Lambert further advised the Governing Council on upcoming enhancements to the curriculum based on performance indicators. Governing Council members discussed the curriculum plans in detail.

e. Governing Council Planning for the 2018-2019 School Year

Ms. DeGroff discussed the planning for the 2018-2019 school year.

i. Governing Council Composition and Recruitment

Ms. DeGroff discussed with the Governing Council the current composition, including Governing Council member terms that would be up at this year's Annual Meeting, and encouraged Governing Council members to discuss their intentions regarding terms and renewal with the Chair.

ii. Proposed Meeting Schedule

The Governing Council confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. DeGroff advised that the consideration of the meeting schedule for the 2018-2019 school year will be included on the June Annual Meeting agenda.

XI. Adjournment and Confirmation of Next Meeting - Tuesday, May 29, 2018 at 9:00 a.m. MT

Mr. Boitano noted that the Governing Council was at the end of its agenda and that the next meeting is scheduled to be held on Tuesday, May 29, 2018 at 9:00 a.m. MT. At 10:38 a.m., a motion was made by Mr. Schalow and seconded by Mr. Gessing as follows:

RESOLVED, that the adjournment of the New Mexico Connections Academy, Inc. April 24, 2018 Governing Council Regular Meeting, as discussed, is hereby approved.

The motion passed unanimously.



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

May 14, 2018

Senator Mark Boitano
New Mexico Connections Academy
4001 Office Court, Suite 201-204
Santa Fe, NM 87507

Dear Senator Boitano:

Thank you for your notification of a governing body resignation dated May 11, 2018 in which New Mexico Connections Academy provided notification to the Public Education Commission (PEC) of the resignation of Maria-Guadalupe Salomé Gurulé. The notification did not contain all required information, please provide Ms. Gurulé's resignation letter no later than May 24, 2018.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, New Mexico Connections Academy must designate a new member to fill the vacancy created by the resignation of Maria-Guadalupe Salomé Gurulé no later than June 8, 2018. If the vacancy is not filled, the school will be added to the PEC's agenda for consideration and potential corrective action.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families



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www.ped.state.nm.us**

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

May 15, 2018

Senator Mark Boitano
New Mexico Connections Academy
4001 Office Court, Suite 201-204
Santa Fe, NM 87507

Dear Senator Boitano:

Thank you for your notification of a governing body resignation dated May 11, 2018 in which New Mexico Connections Academy provided notification to the Public Education Commission (PEC) of the resignation of Maria-Guadalupe Salomé Gurulé. All documentation has been received.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, New Mexico Connections Academy should have designated a new member to fill the vacancy created by the resignation of Maria-Guadalupe Salomé Gurulé, or requested an extension, no later than March 15, 2018. The vacancy has not been filled or an extension requested, therefore, the school is out of compliance.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 10, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

Financial Record Custodian Change

New Mexico School for the Arts

On May 15, 2018, the school reported Elizabeth Romero had replaced Don Moya as the Financial Custodian for the school. All documentation was reported in a timely fashion.

AFFIDAVIT OF FINANCIAL RECORD CUSTODIAN

STATE OF NEW MEXICO)
)
COUNTY OF Taos)

I, Elizabeth Romero, [affiant] after being duly sworn, state:

1. I live in the City of Vadito, County of Taos, New Mexico.

2. In accordance with 6.80.4.16 NMAC, I agree to accept the responsibility of keeping the financial records of the charter school and recognized that I am in charge of maintaining public funds with fidelity and in accordance to public finance laws, rules and regulations.

3. I have completed the following training in the maintenance of financial records:

- a)
- b)
- c)

4. Attached is a certificate of insurance that indicates that I am adequately bonded to take this responsibility.

5. I have earned the following certificates, licensures and/or degrees:

Certificate, licensure or degree	Educational Institution	Date	Current Yes/No
B.B.A.	NM Highlands University	December 2000	Yes

FURTHER AFFIANCE SAYETH NAUGHT.

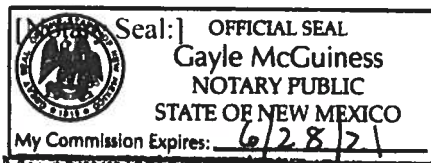
Elizabeth Romero
[Signature of Affiant]

5/15/18
Date

Elizabeth Romero
[Print Name of Affiant]

VERIFICATION

The forgoing Affidavit of Financial Records Custodian was subscribed and sworn to before me, this 15 day of MAY, 2018.



My commission expires: _____, 20____.

Gayle McGuiness
NOTARY PUBLIC

STATE OF NEW MEXICO



*In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure
this*

LEVEL TWO PROFESSIONAL SCHOOL BUSINESS OFFICIAL LICENSE

is issued to

ELIZABETH RENEE ROMERO

Effective from July 1, 2011 to June 30, 2020

Licensure Number: 333561

Shanna Anderson
Secretary of Education

DECLARATION OR CERTIFICATE OF INSURANCE

Please attach or insert a copy of a declaration or certificate of insurance that indicates that the financial records custodian at New Mexico School for the Arts is adequately bonded and that New Mexico School for the Arts is insured through Public School Insurance Authority.

Attached:

☐ Bonding Declaration from: _____
[Name of institution or agency]

X Certificate of Insurance from: State Farm _____
[Name of institution or agency]




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/16/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  State Farm	Aimee Abeyta, Agent 12836 -A Lomas Blvd NE Albuquerque, NM 87112	CONTACT NAME: Aimee Abeyta PHONE (A/C, No, Ext.): 5052923890 E-MAIL ADDRESS: aimee.abeyta.jxew@statefarm.com FAX (A/C, No): 5052921360
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED Elizabeth Romero 1743 STATE ROAD 75 Vadito, NM 87575		NAIC # 25143

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

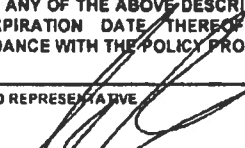
INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PLR <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y Y	91BLU0317	04/16/2018	04/16/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
<input type="checkbox"/>	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
<input type="checkbox"/>	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
<input type="checkbox"/>	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NM) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE: OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Accounting Services provided by Elizabeth Romero

CERTIFICATE HOLDER

CANCELLATION

CERTIFICATE HOLDER New Mexico School For the Arts 275 East Alameda Santa Fe, NM 87501	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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School Governance Change

Roots and Wings Community School

On May 10, 2018, the PED was notified that multiple changes to the governing board had taken place.

On September 27, 2017, the board recognized the resignation of Jules Epstein. A letter of resignation has not been submitted, so the actual date of resignation cannot be determined. The notification was not timely and all documentation has not yet been received.

On September 27, 2017, the vacancy was filled by the designation of Erica Lannon. The notification was not timely and all documentation has not yet been received. As per minutes, Ms. Lannon began voting on the board prior to completing the Introductory training required. This was not completed until December 9, 2017.

On February 1, 2018, the board recognized the resignation of Heidi Martinez. A letter of resignation has not been submitted, so the actual date of resignation cannot be determined. The notification was not timely and all documentation has not yet been received.

On February 28, 2018, the vacancy created by Ms. Martinez was filled by the designation of Keaton Karvis. The notification was not timely and all documentation has not yet been received. Mr. Karvis has completed no training at this time and has possibly left the board, although no notification has been received.

On April 18, 2018, Robin Mayo was designated to the board. The notification was timely, but all documentation has not yet been received. It is unclear whether this designation was to fill a vacancy, or an additional member to the board.

It is possible another member has left the board, Stephen Abt. No notification has been received.

The school has been contacted for further clarification.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter_schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Roots and Wings Community School Current Number of Governing Body Members: 5

Date submitted: 5/3/2018 Contact Name: Maria Medina E-mail: mmolina@rwcs.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Heidi Martinez	1119 Camino de la Jar El Prado, NM 87529 772-333-5195 heidelizabethwahl@gmail.com	Resignation	2/1/2018	Children no longer attend RWCS	From: 8/1/2015 To: 2/1/2018
Jules Epstein	P.O. Box 317 Arroyo Seco, NM 87514 978-852-6413 je@hondoheights.com	Resignation	9/27/2017	No longer interested	From: 10/1/2013 To: 9/1/2017
Erica Lannon	P.O Box 3692 Taos, NM 87571 575-779-0268 sweethomeaum@gmail.com	Designation	9/27/2017	Erica Lannon	From: 9/27/2017 To: present

Original Signature of Governing Council President or Designee:  Date: 5-5-2018

Printed Name of Governing Council President or Designee: Erica Lannon

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Roots and Wings Community School Current Number of Governing Body Members: 5

Date submitted: 5/3/2018 Contact Name: Maria Medina E-mail: mmedina@rwcs.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Keaton Karvis	1426 Conejo Road El Prado, NM 87529 505-228-7883	Designation	2/28/2018	Keaton Karvis	From: 2/28/2018 To: present
Robin Mayo	Keaton.karvas@vghs.org 303 Este Es Road Ranchos de Taos, NM 87557 505-692-7418	Designation	4/18/2018	Robin Mayo	From: 4/18/2018 To: present
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: _____ Date: 5-5-2018

Printed Name of Governing Council President or Designee: _____

roots & wings

COMMUNITY SCHOOL

Regular Governance Council Meeting

Wednesday September 27, 2017 – 6:00 PM at RWCS in Lama, NM

Minutes (*denotes action items)

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) – meeting called to order at 6:09 pm. Roll call Mr. Michael Rael, Mr. Jules Epstein, Dr. Stephanie Owens, Ms. Erica Lannon, Mr. Stephen Abt. Ms. Heidi Martinez absent.

B. *Approval of Agenda – Mr. Jules Epstein would like to add topic to agenda. RWYEP funding as general topic under Directors Report. Dr. Stephanie Owens motion to approve agenda as stands. Mr. Jules Epstein second.

C. *Approval of Minutes - Regular Governance Council meeting of August 23, 2017 – upload into WebEps. Only other change is the time-should reflect 6:00 not 5:30. Mr. Jules Epstein motion to approve with changes noted. Dr. Stephanie Owens second.

D. Welcome, Introduction of Guests, & Public Comment (3 minute maximum) – letter read by Maria Medina for Peg Bartlett

II. Administrative Report

A. Director's Report –SSP, WIDA certifications, enrollment, news article, EA hiring, TCF funding, - see attached. The state wants to know if we must shut RWCS down we will have to find a place to go. Mr. Michael Rael said he will go talk to QISD about having them in the Safe Schools Plan. Find out if Ms. Sara Saint Hogan has certificates. Put out an ad in the paper and get some more interviews. If she does there is no problem hiring her. Discussed some of the items in Ms. Peg Bartlett's letter. Talk to Ms. Charlotte to see if there is any money in Tech Support to pay Ms. Maria Medina to keep up the website. RWCS will see what is needed for technology part to see if we need to go out of the school for help. #5 Tyler is very valuable we will put out a blurb in the Taos News about the job opening. RWYEP – is in a position where they have submitted to the IRS to be reestablish as a 501c3. They can take money in if it is not tax deductible. Mrs. Georgia Epstein already put a book together to help get RWYEP back up and running. There should be a request made by person doing the trip, send it as a formal request to RWYEP, board meets and give the school back a document that says yes, they are approved or no they are not. Mr. Michael Rael wants to pass a policy that Mr. Randy Green has to report to the Governance Council about trips ahead of time. Any funding that is being wanted from RWYEP must go through Mr. Randy Green first then RWYEP. Mr. Michael Rael will be changing the locks due to alarms going off and doors left open.

III. Strategic Business

A. *Consent Agenda: Finance/Audit Committee

1. Financial reports/documents
2. Temporary loans from operational
3. BAR's Request
4. Audit Committee Report

roots & wings

COMMUNITY SCHOOL

5. Financial Committee Report
6. General Ledger detail
7. Bank reconciliation report
8. Copy of bank statement with cancelled checks and deposits
9. List of outstanding checks and deposits

-----No Journal entries or BARs. Audit Committee needs to be at entry meeting. Have some outstanding checks from last month. The recommendation to approve the General Ledgers and Bank Reconciliation the recommendation of the Finance Committee. Dr. Stephanie Owens motion, Mr Stephen Abt second. Roll Call vote- Mr. Stephen Abt, Mr. Jules Epstein, Dr. Stephanie Owens.

- B. *Changing of GC Bylaws to reflect a 5 member minimum – Mr. Michael Rael entertain a motion to approve. Mr. Jules Epstein motion Dr. Stephanie Owens second. Roll Call vote Mr. Stephen Abt, Mr. Jules Epstein, Dr. Stephanie Owens.
- C. * Change of bank signers – Remove Mrs. Nancy González, Ms. Michelle Chandler, Ms. Heidi Martinez, and Andrea Clayborn. Mr. Michael Rael entertain a motion to remove the names for bank signers. Roll call vote Dr. Stephanie Owens, Mr. Jules Epstein, Mr. Stephen Abt.

-Mr. Michael Rael entertain a motion to add Mr. Randy Green Director and Mr. Stephen Abt to be the other signers on checks on single signer less than \$5000.00. Mr. Jules Epstein motion Dr. Stephanie Owens second. Roll call vote
- D. *Vote on Open Meetings Act – Dr. Stephanie Owens motion to approve open Meetings Act. Mr. Jules Epstein second. Roll call vote. Mr. Stephen Abt, Mr. Jules Epstein, Dr. Stephanie Owens.
- E. * Acceptance of RWCS revised policies (formerly Questa's) – Mr. Stephen Abt motion to approve, Dr. Stephanie Owens second. Roll call vote Mr. Stephen Abt, Mr. Jules Epstein, Dr. Stephanie Owens
- F. *Acceptance of Governance Management Plan – table to next meeting.
- G. *Presentation & Discussion – Introductions of persons interested in serving on the GC. Vote on new GC member(s). – Ms. Erica Lannon new board member. Dr. Stephanie Owens motion, Mr. Jules Epstein second. Roll call vote. Mr. Jules Epstein, Mr. Stephen Abt, Dr. Stephanie Owens.
- H. *Verify date of next Governance Council Meeting - October 18, 2017 - changed to October 25, 2017 at 6:00 pm

IV. Executive Session - discussion of director's PDP for 2017-18 - Mr. Michael Rael entertain a motion to go into Executive Session. Dr. Stephanie Owens motion Ms. Erica Lannon, second. Executive Session 8:12 pm. No action taken.

V. *action to approve PDP – action to approve. Mr. Randy Green must submit a school wide strategic plan at the next board meeting October 18, 2017.

VI *Adjournment

Regular Governance Council Meeting

Wednesday February 28, 2018, 6:00 P. M. at RWCS in Lama, NM

Minutes (denotes action items*)**

I. Opening Business

A. Call to Order & Roll Call (establishment of quorum) – Dr. Stephanie Owens, Mr. Michael Rael, Mr. Stephen Abt, Mr. Keaton Kovis. Absent – Ms. Erica Lannon. 6:00 pm meeting will come to order

B. *Approval of Agenda -Mr. Michael Rael entertain a motion to approve agenda Mr. Stephen Abt motion, Dr. Stephanie Owens second. Mr. Michael Rael entertain a motion to approve agenda as amended. Mr. Stephen Abt motion, Dr. Stephanie Owens seconds Move E to 1B

Motion to resend agenda Dr. Stephanie Owens motion to move 3E to 1F move 3A to 1G move consent agenda to 1. Mr. Stephen Abt second. All approve

B1. Introduction of Keaton Karvas, potential new GC member, vote – Mr. Michael Rael entertain a motion to approve Mr. Keaton Karvas as new board member. Mr. Stephen Abt motion. Dr. Stephanie Owens second

E. *Discussion of Lottery by grade with maximum number per cohort and classroom. – it was brought up by the teachers that they need to have a certain number of kids per cohort. Mr. Randy Green would like to cancel Kindergarten if there is no one interested. Mr. Michael Rael does not know if Board can make an educated decision. PEC might be able to help. Mr. Randy Green will need to talk to PEC about what they can do to help us. Ms. Annalise Zosel and Ms. Erica Lannon can meet with Director to get some ideas on recruitment. Item is tabled until next meeting.

C. *Approval of Minutes - Regular Governance Council meeting of January 17, 2018

D. Welcome, Introduction of Guests, & Public Comment (3 minutes maximum)

E. Discussion regarding new board members orientation.

II. Administrative Report

A. GC Report – Stephen Abt on Operations Training with Liz Calvert on January 11, 2018. Mr. Stephen Abt didn't bring any reports on training. Went through general PO's – would like a cover sheet for every PO

B. Director's Report Operations, Testing, Technology, Bus Coverage, Professional Development, PED

Updates – see attached. Alarm system is old. Talked to TISA about donating an old system. Mr. Michael Rael wants to look at new system. Will have MAPS Skills PD on Monday, March 5, 2018. Chromebook died will send back and they will replace it. E-Rate has been talked about at RWCS since 2009. No one ever took care of it. STS has been used up. Sheriffs Dept. would like to have an Active Shooter training. PEC would like RWCS to rewrite the CAP.

C. Testing data report- Annalise – Istation – K2 – 71% of students are proficient. MAPS data – ELA – 60% have made projected growth. Math- 69% made projected growth.

D. Charter Monitoring Report – There is nothing to report. Will not have anything on WebEpps until the site visit.

III. Strategic Business

A. *Consent Agenda: Finance/Audit Committee Report – minor thing about having only one signature instead of 2. All other checks are good.

B. *Business Manager's Report

1. Budget Review

2. BAR's Request \$5661.00 made an adjustment in application. Amount awarded increased. 0014I – instructional material. There are 3 increase BAR's. Dr. Stephanie Owens motion to approve. Mr. Stephen Abt second. Roll Call vote - ALL

3.. Audit Committee Report

Journal Entry – has to pay PED back out of operational moved from SPED to operational

– Mr. Michael Rael entertain a motion as presented. Dr. Stephanie Owens motion Mr. Stephen Abt second.

C. *Discussion of possible National School Lunch program, RFP?

D. *Discussion of Bus Coverage options, responsibilities, job description, addendum contract? - did not have coverage. Maybe get 3 or 4 parents. RWYEP can pay for background checks if they do approve. Next PAC meeting bring up some options.

E. Discussion regarding School Leadership Team

G. *Verify date of next Governance Council Meeting - **March 21, 2018 at 6pm.- yes**

IV. Executive Session – Director's Mid-Year Review

V. *Adjournment

Minutes need to be done within ten days. Any changes to the minutes? Stephen Abt moves to approve March 21st 2018 minutes as reviewed. Second Erica Lannon. Minutes approved.

Introduction of guests

Robin Mayo – son goes to school here. Was asked to come to the meeting by Michael. Interested in supporting the school in whatever way she can. Interested in serving on the board. Submitted letter of interest.

Can't be a voting member until she goes to training. Next one is this Saturday in Santa Fe. We do need board members.

Joanna Magee – child in Annalise's and Evan's class. Was on the selection committee as a parent representative for the new director. We received the email she sent a few days ago. Here to reiterate in person her hope that the hiring process is going to be transparent and collaborative. So far this has happened.

Hard decisions were made last time re: directors. We made a promise to the staff to do better this year.

Peg Bartlett – Budget and calendar. Budget – Todd and I raised \$25K last year that went to the art teacher, reading specialist, and aid. I don't know that we're going to be able to raise that again. I will tell you how integral those people are to the sustainability of the school and sanity of the staff. As you look at the budget, those positions are very important. We're going to try to raise money again, but a lot of the people want to support our outdoor trips, as opposed to the nuts and bolts. Calendar – Budget and calendar by law has to be transparent with all stakeholders and the staff have a lot of input both into budget and calendar. I want to make sure that when that comes around it's public and we can all give some input.

Got a call from Lilian Torres that we get GRT funds this year. Something about changing these funds to go to the hospital instead. It'd have to be voted in by the people. The way he put it panicked all the supers so they made calls to everybody to make sure it's not going to happen. There is approx. \$10 million in GRT funds for Taos County, not sure what we'll get yet.

Finance committee report on spring budget workshops (document submitted)
Did we resolve with David Craig how much we lost from the bilingual funds? He didn't respond to Charlotte but she says it was \$19K. All around closer to \$50k – Title I, returned cash, Reads to Lead, Bilingual money. Regular monthly review of purchase orders and checks couldn't take place this month because of confusion as to who had the paperwork. Resolve this asap. Report next meeting.

Director report (document submitted)
How much of the fund raised amount is needed to supplement trips? Cost has gone down because two cohorts are going to Bud's land. And there will still be the call put out to parents for trip fees, so should have plenty of money.

Discussion of Maria's bereavement time.

Last meeting the policy was changed from 3 days to 5. Change the two sick days to bereavement days.

Do we have enough money? Between paying Dimitri, % raise means what dollar amount. How is it that we have vendors who are going to invoice us for work that goes above and beyond the purchase order that we've written? We have not committed those funds. That's not the way that this is supposed to work. This is exactly the kind of thing that has to absolutely stop. Dimitri should stop working when the money runs out. Our relationships with our vendors needs to be absolutely clear, that this is what we commit to and if you do more work you are not going to get paid for this. That is how it has to work, that is what purchase orders are for.

Erica: Motion to classify Maria's leave as bereavement rather than sick days. Stephen: second. All in favor, motion passes.

Michael met with financial person to work with Dimitri to get Tech Tax we were supposed to get this year.

consent agenda, business manager report

Budget amount for next year: \$470,950.36. Emailed the 910B5 to the GC and Director. This year was \$450k. Salary increases, at the least Level I: \$36K, Level II: \$44K and Level III: \$54. Emailed updated salary schedule to be reviewed. Teachers get the step plus and additional 2.5% increase next year. All other employees get 2% increase for next year. This is the extra \$20k they gave us, but it's nowhere near our actual cost. Medical is going up 7% and dental is going up 4%. Capital Outlay is saying they can decrease up to 20% of our operational funds. PSFA will determine. When do we find out? This year we found out 3 months after the school year started. Question: Title I funds we lost \$10K last year. Where are we at this year? We have not gotten our award letter yet. They told us at the beginning of the year it would be \$11k, but we just don't know if that's set in stone. They decreased it last year. We haven't really used much of that, 2 or 3K, but was hoping to carry it over for an EA next year in case we don't get enough operational funds next year which it looks like we won't. We got \$1700 for SB9 funding, for furniture or computers. Three bars 1) increase bar, (\$2000) donation from TCF for EA, reading interventionist, art teacher. 2) Title II award 3) SB9 funding final award for the year \$1756.

No audit committee report.

Motion to approve consent agenda and budget review and 3 BAR requests. Stephen moves, Erica seconds. Motion passes.

New policy to review the budget at the end of each quarter. Basically what Katie wants is for the board and finance committee especially to keep track of things throughout the year to prevent these problems from happening again. Strictly an internal process. Motion for new policy to review the budget at the end of each quarter -Stephen. Erica seconds. All in favor. Motion passes.

Director to adhere to the CRC and report monthly

Plan is to make a compliance review calendar for the director. Things that need to be reviewed on a somewhat regular basis. So things we've had findings on in the past, the director has bearings to.

Randy will put it together – have some of it together by next meeting. But it's a living document. Basically it helps the director to keep track and not let things slide until there's a deadline and potential issue. Strictly internal to the director and the board. We don't need to put it in print in the beginning of the year.

Proposed charter amendment won't get on the PEC agenda for next month but the following. Motion to approve charter contract amendment as presented – Erica. Stephen seconds. All in favor. Motion passes.

Next GC meeting May 23rd 6pm. Finance meeting when?

Motion to go into executive session – Erica. Second – Stephen. All in favor.

Motion to come out of executive session – Erica. Second – Stephen. All in favor.

No action taken. Discussion was a new director. Motion is to offer the job to Mark Richert, the contract of which will be drawn up with the help of Patty Mathews.

Stephen – Motion to adjourn. Second – Erica. All in favor. Meeting adjourned.



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CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 4, 2018

Michael Rael
Roots and Wings Community School
HC 81 box 72
35 La Lama Road
Questa, NM 87556

Dear Judge Rael:

Thank you for your notification of a governing body resignation and a governing body designation dated May 10, 2018 in which Roots and Wings Community School provided notification to the Public Education Commission (PEC) of the resignations of Heidi Martinez and Jules Epstein, and the designations of Erica Lannon, Keaton Karvis, and Robin Mayo.

The notification did not contain all required information, please provide the letters of resignation from Heidi Martinez and Jules Epstein, signed and notarized Affidavits from Erica Lannon, Keaton Karvis, and Robin Mayo, and a Statement to Consult with PED signed by all currently seated board members no later than June 11, 2018. If the required information is not timely provided, the school will be added to the PEC's agenda for consideration and potential corrective action.

Please also be aware that as per 6.80.5.8.B NMAC, no new governing body member may vote until completing the in-person 7 hours of required training.

This notification will be presented to the PEC at the meeting on June 14, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

Student Athlete Headquarters (SAHQ)

On April 13, 2018, two new members were designated to the governing board, Donna Trujillo and Shawn Fisher. The notification was not submitted timely and all documentation has not been received. Draft minutes were submitted, so the school was contacted to submit either approved minutes or a certification of the vote (as per new PEC policy). The school has also been contacted for a Statement to Consult with PED form. This brought the board to 7 seated members.

On April 16, 2018, Bettina Eklund resigned from the board due to family need. Although this was not reported timely, all documentation has been received.

On May 18, 2018, Mr. Lonnie Neal joined the board. The notification was submitted timely, but all documentation has not been received. Draft minutes were submitted, so the school was contacted to submit either approved minutes or a certification of the vote (as per new PEC policy). The school has also been contacted for a Statement to Consult with PED form. This brought the board to 7 seated members.

On May 21, 2018, a vacancy was created on the board by the resignation of Shawn Fisher. No reasons were cited in the resignation. The notification was submitted timely and all documentation has been received.

On May 31, 2018, a vacancy was created on the board by the resignation of board president David Beach due to time commitments. The notification was submitted timely and all documentation has been received. Mr. Beach directed PED staff to contact Gary Stepic, the board member with the most seniority, for all communications until new officers can be installed in June. The board has 5 currently seated members.

Registration records for the Introductory course at the conference indicate Ian Sunderland has registered under this school name. The school has been contacted for clarification on the status of Mr. Sunderland.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: SAHQ Academy Current Number of Governing Body Members: 6

Date submitted: May 18, 2018 Contact Name: David Beach E-mail: g.dbeach@sahqacademy.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Donna Trujillo	N/A 5054017489	Designation	4-13-18	N/A	From: 4-13-18 To: Present
Shawn Fisher	g.dtrujillo@sahqacademy.org 7425 Jefferson St NE Albuquerque, NM 87109 505.998.3450	Designation	4-13-18	N/A	From: 4-13-18 To: Present.
Bettina Eklund	g.sfisher@sahqacademy.org 127 Admiral Lowell Ave Albuquerque, NM 505-350-1402 g.beklund@sahqacademy.org	Resignation	4-16-18	Personal	From: 5-10-17. To: 4-16-18

Original Signature of Governing Council President or Designee: 

Date: 5-18-18

Printed Name of Governing Council President or Designee: DAVID BEACH

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter_schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: SAHQ Academy Current Number of Governing Body Members: 5

Date submitted: May 30, 2018 Contact Name: David Beach E-mail: g.dbeach@sahqacademy.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
David Beach	1308 Cherokee Rd. NW Albuquerque, NM 87107 505-301-2722 g.dbeach@sahqacademy.org	Resignation	5-31-2018	Personal and Business	<i>From:</i> 2/2016 <i>To:</i> 5/31/2018
Shawn Fisher	7425 Jefferson St NE Albuquerque, NM 87109 505.998.3450 g.sfisher@sahqacademy.org	Resignation	4-13-18	Personal	<i>From:</i> 4-13-18 <i>To:</i> 5-21-18.
Lonnie Neal	1709 Martha St. NE Albuquerque, NM 87112 505-350-1402 neal_l@aps.edu	Designation	5-18-18		<i>From:</i> 5-18-18. <i>To:</i> Present

Original Signature of Governing Council President or Designee: _____ Date: _____

Printed Name of Governing Council President or Designee: _____

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF Bernalillo)

I, Donna Trujillo, after being duly sworn, state:

1. My name is Donna Trujillo and I reside in Los Lunas, New Mexico.

2. I am a member of the governing body of the Student Athlete Headquarters Academy 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. SAHQ

5. I understand that as a member of the ~~[insert name of school]~~ SAHQ'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.

Donna Trujillo
[Signature]

4/17/18
Date

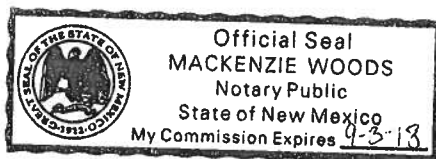
Donna Trujillo
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 17 day of April, 2018.

[Notary Seal:]

Mackenzie Woods
NOTARY PUBLIC



My commission expires: September 3, 2018.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF Bernalillo)

I, Shawn Fisher, after being duly sworn, state:

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

2. I am a member of the governing body of the Student Athlete Headquarters Academy 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 SAHQ ~~[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]

4/16/18
Date

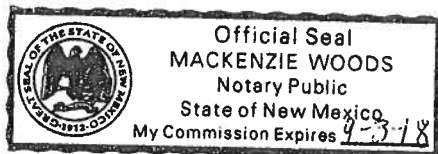
Shawn Fisher
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 16 day of April, 2018.

[Notary Seal:]

Mackenzie Woods
NOTARY PUBLIC



My commission expires: September 3, 2018.



Governing Council Meeting
Friday, April 13, 2018
9:30 am at SAHQ Academy in the Boardroom

Draft Minutes

- I. Meeting began - 9:33 am
 - A. Attendance: David Beach, Bettina Eklund, Gary Stepic, Paul Fragua
 - B. Guest: Amber Pena
 - C. Nominated GC Members: Donna Trujillo, Shawn Fisher
 - D. Visitors: Chris Benavidez, LeAnn Stubbs, Bree Rode
- II. Committee Reports
 - A. GC Chair report - David Beach
 - 1. David reported on his attendance at the NM Charter School Job Fair hosted by Mission Achievement School (MAS) on Thursday April 12th. There were 26 Charter Schools represented and numerous individuals looking for positions. He was able to collect several resumes of people interested in working for SAHQ Academy.
 - B. Directors report -
 - 1. Amy Jaramillo was not in attendance at this meeting as she was in Santa Fe attending the April PEC meeting. SAHQ Academy was on the PEC Agenda.
 - 2. Amy did provide the GC a written copy of the Directors Report (attached)
 - 3. David encouraged GC members to submit questions regarding the report directly to Amy.
 - 4. GC members Eklund and Stepic stated some concern regarding student attendance numbers.
 - 5. Paul asked a question of visitors on their opinion for the increased absences:
 - a) Chris Benavidez, a SAHQ Academy student stated that the Internet was not available for a majority of the day last week, and since curriculum is online some students may have stayed home to complete their work. (note: Internet service was interrupted in the Albuquerque downtown area on that day)
 - b) LeAnn pointed out that student activities were conducted on that day and that learning happened.
 - C. Financial Report - Amber Pena
 - 1. Presentation of 4 BARs
 - 2. Budget now has \$1500 left to finish school year.
 - 3. Money has been encumbered to cover all utilities, salaries and supplies

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



III. Action Items

A. Approval of Agenda for April 2018 meeting:

1. Motion: David
2. Second: Gary
3. Approval: All

B. Approval of Minutes from March 16, 2018 meeting

1. Motion: Bettina
2. Second: Gary
3. Approved: All

C. Approval of Financial Report and BARs:

FR: Begin Date: 7/1/2017; End Date: 3/31/2018;

(SAHQ_BAR#556-000-1718-0008-I 11000)

(SAHQ_BAR#556-000-1718-0009-I 24154)

(SAHQ_BAR#556-000-1718-0011-IB 23000)

(SAHQ_BAR#556-000-1718-0012-T 11000)

1. Motion: Paul
2. Second: Gary
3. Approved: All

D. Discussion and Approval of Draft Resolution R001-2018 to Add GC Members -

David presented resolution to increase the GC size in an effort to ensure better oversight and governance. Increasing the GC membership to at least 9 members is recommended by CSD at Governing Board trainings. This will allow SAHQ Academy to have better and diverse GC representation on committees.

1. Motion: Bettina
2. Second: Paul
3. Approved: All

E. Discussion and Approval of new SAHQ Academy Governing Council Members -

Donna Trujillo and Shawn Fisher had submitted letters of interest in joining the SAHQ Academy Governing Council. Donna is the parent of a student at SAHQ Academy, and Shawn expressed his agreement with the school mission.

1. Motion to nominate Donna Trujillo and Shawn Fisher to join the SAHQ Academy Governing Council: David
2. Second: Gary
3. Approved: All

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



IV. New Business

A. Discussion on Agreement for Kitchen Equipment Usage -

David stated that prior to SAHQ Academy opening, kitchen equipment including a stove and warming ovens were obtained from Uplift Community School in Gallup, NM which was closing. SAHQ Backers hired movers to bring the kitchen equipment along with other school equipment to SAHQ Academy. SAHQ Academy could not currently put the equipment into use due to the lack of a fume hood. The kitchen equipment was stored off the school property to clear space for a learning environment and was recently put into use. Bettina asked who will use the equipment. David responded that an organization operates a kitchen on property adjacent to the school which to his knowledge cooks lunches for other charter schools. Bettina asked who the lease agreement is with. David responded that the lease agreement is with SAHQ Backers who will be responsible for the kitchen equipment and will pay SAHQ Academy for its use.

1. Motion to approve the lease agreement: Gary
2. Second: Paul
3. Approval: All

V. Old Business

A. Status on Recruitment of Director for 2018-2019

David stated that SAHQ Academy has received several applications for the Director position. He has created folders on the Google share drive under each applicant's name. GC members are encouraged to look through them. The search committee will schedule a meeting to review all of the applicant to select finalists and schedule interviews. We hope to have a Director hired by the first week in May.

Discussion on student attendance was revisited. Bettina mentioned that testing will be occurring soon and it is important to have students in attendance and that parents should be notified. Donna stated that Ms. Jaramillo did send parents letters notifying them of the importance of attendance. Paul stated that we might want to consider other possible methods of notifying parents. Shawn said we could take advantage of technology or volunteers.

VI. Public Comments

- A. Chris Benavides - Concern for what is being done in recruiting staff for next year. Paul responded that the GC only hires the Director, and the Director will be hiring the staff for next year. David stated that we are currently collecting resumes for faculty and staff. He also stated that returning students should be involved in the recruitment of new students.
- B. Bree Rode - Noted that we will need a game plan for recruitment of new students which should include working with SAHQ. Shawn and Paul agreed to be part of a student recruitment team and to work with Bree in that effort.
- C. LeAnn Stubbs - Was concerned about the facilities and the learning environment. She stated that there needs to be numerous improvements to the building and that it is currently a bad environment for teaching. She was concerned about the lack of support by SAHQ Backers.

VII. Next Governing Council Meeting scheduled for May 18th, 2018 at 1:00pm

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



VIII. Adjourn - 11:03am

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



David Beach <g.dbeach@sahqacademy.org>

Game changer.....

1 message

Bettina Eklund <eklund87111@gmail.com>

Mon, Apr 16, 2018 at 6:30 AM

To: "BEACH, DAVID" <DBeach@cnm.edu>, Bettina Eklund <eklund87111@gmail.com>, David Beach <g.dbeach@sahqacademy.org>

David

This past Friday night my father suffered a stroke. At this point I'm going to have to focus my full attention helping my father get better and supporting my mother in his lengthy recovery.

It is with great sadness that I will have to resign from the board of SAHQ effective April 16, 2018. I just need to be available in this time of crisis for my parents.

I hope to stay in touch with you as it was wonderful getting to know you. You're such a great asset to the school and I wish you all the best.

Bettina Eklund

--

The best way to predict the future is to invent it.

5/30/2018

SAHQ Academy Mail - Sahq academy governance council resignation



David Beach <g.dbeach@sahqacademy.org>

Sahq academy governance council resignation

Shawn Fisher <g.sfisher@sahqacademy.org>

Mon, May 21, 2018 at 12:16 PM

To: David Beach <g.dbeach@sahqacademy.org>

This email is to let you know I am resigning my position on the Sahq academy governance council.

Thank you David.....

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

)

COUNTY OF)

I, Lonnie V Neal, after being duly sworn, state:

1. My name is Lonnie V. Neal and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the [insert name of school] in SAHO Academy, 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]

05/30/18
Date

Lonnie Neal
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 30 day of May, 2018.



Jennifer Herrera
NOTARY PUBLIC

My commission expires: 03/09, 2019.



Governing Council Meeting
Friday, May 18, 2018
1:00 pm at SAHQ Academy in the Boardroom

Draft Minutes

- I. Meeting Began - 1:04pm
 - A. Attendance: David Beach, Donna Trujillo, Shawn Fisher, Paul Fragua, and Denise Woody. Gary Stepic was absent.
 - B. Guests: Amber Pena and Dmitri Calvert
 - C. Visitors: Charlotte Rode, Bree Rode, Michelle Tapia, Ian Sunderland and SAHQ Academy Student Leadership Team (no sign-in sheet)
- II. Committee Reports
 - A. GC Chair report - David
 - 1. David Beach reported on GC Training opportunities
 - 2. Three GC members are currently registered for the May 22 board training.
 - B. Directors report - Written and available for GC members
 - 1. Student absences were a noted concern
 - 2. Denise suggested that Class tardies be recorded and reported
 - 3. Denise suggested that Powerschool training be provided for the next school administration
 - 4. The GC members should review the Performance Framework for MAPS testing
 - 5. The GC Chair recognized a question by Charlotte Rode as to the GC addressing the issue of testing in the performance framework and look to compare it to other schools.
 - C. Financial Report - Vigil Group
 - 1. Amber Pena provided a summary of the financial report including:
 - a) 3 Budget Allocation Requests
 - b) Account Summary Report (Revenues and Expenditures)
 - c) Check Register and Outstanding Purchase Orders
 - d) Bank Reconciliation
 - 2. Budget is ~\$6000 positive due to a teacher leaving employment early
- III. Action Items
 - A. Approval of Agenda for May 2018 meeting
 - 1. Motion: Paul
 - 2. Second: Shawn
 - 3. Approved: All
 - B. Approval of Minutes from April 13, 2018 meeting
 - 1. Motion: Paul
 - 2. Second: Denise
 - 3. Approved: All

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



C. Approval of Financial Report and BAR:

FR: Begin Dated: 4/30/18

(SAHQ_BAR#556-000-1718-0013-M 11000)

(SAHQ_BAR#556-000-1718-0014-M 11000)

(SAHQ_BAR#556-000-1718-0015-IB 24101)

1. Motion: Denise
2. Second: Shawn
3. Approval: All

D. Discussion and Approval of new SAHQ Academy Governing Council Member:

Lonnie Neal submitted his resume and letter of interest in becoming a member of the SAHQ Academy Governing Council. He was unable to attend the meeting. Lonnie was contacted in informed of the requirements for completing an affidavit and governing board training.

1. Motion: Paul
2. Second: Denise
3. Approval: All

E. Discussion and Approval of Contract with the Vigil Group for Business Management Services
The Vigil Group is recognized as a premium business management service organization for charter schools. The GC recognized the need to have good financial management.

1. Motion: Denise
2. Second: Paul
3. Approval: All

F. Discussion and Approval of SY 2018-2019 Budget (TABLED)

1. A special meeting will be scheduled for May 24th to revisit

IV. New Business

A. Discussion on IT Infrastructure with School Tech Solutions - Dmitri Calvert

1. STS completed the eRate application for SAHQ Academy
2. eRate has been approved for funding Internet Services with CenturyLink and Proficient Telecom
3. Waiting on Category 2 funding for Meraki Firewall equipment with CDW Government LLC. This equipment will greatly enhance the management of the IT infrastructure.
4. Dmitri recommended that going into year two, that SAHQ Academy look to hiring an FTE with IT skills to manage the system infrastructure. He also recommended that Chromebooks be purchased for student use while they are on the school campus. Also, that the GC look into implementing more stringent Technology Use policies.
5. Paul expressed his gratitude to School Tech Solutions for going beyond expectations in providing services to SAHQ Academy. STS costs greatly exceeded the amount of funding that SAHQ Academy was able to pay on a very tight budget.

B. Discussion on Student Recruiting Event - Shawn Fisher

1. Request made to utilize the SAHQ Academy Parking Lot for a student recruitment event that is planned in conjunction with SAHQ Backers.
2. SAHQ Backers would like to host the event from 4:00pm - 8:00pm on May 23, 2018, with setup starting at 2:30pm.

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106



3. Amy Jaramillo communicated via a letter that she had reservations regarding the event due to questionable liability insurance provided to SAHQ Academy as per the FUA.
4. Shawn made a motion to approve the event, but after a question by Paul whether a motion was needed since this was not a SAHQ Academy school event further discussion was conducted. The motion was not voted on, but the GC was in agreement that the event was worthwhile and would be a nice celebration to end the school year. The GC members offered their support for the event.
5. Denise stated that she would contact Amy to ask for her approval for the event.
- C. Discussion on school Director for SY2018-2019 (Executive Session)
 1. Motion to go into executive session: David
 2. Second: Shawn
 3. Approve: All
 4. GC went into executive session at 2:40pm
 5. GC returned from executive session at 3:06pm
 6. A motion was made to send Chris Jones a letter of intent to hire for the position of SAHQ Academy Director for the school year 2018-2019.
 - a) Motion: Paul
 - b) Second: Shawn
 - c) Approve: All

V. Old Business

- A. Discussion on Facilities Use Agreement with SAHQ Backers - TABLED
 1. The discussion was tabled until the June meeting to allow time for the GC to review the changes made to the Facilities Use Agreement (FUA) by the school attorney.

VI. Public Comments

- A. Chris Benavides - offered his support for Peter Estrada as the teacher for the SAHQ Academy performance training course.
- B. Charlotte Rode - thanked all of the students of the leadership team
- C. Michelle Tapia (parent) - commented that the school needed greater support for athletics from the teachers, thought there should be greater parent involvement, and felt that the school was understaffed.
- D. Zoe Tapia - would like to see a better orientation in Edgenuity
- E. Noah Tapia - mentioned that he felt there were some issues in controlling student behavior

VII. Next regular Governing Council Meeting schedule for June 2018

- A. Meeting was scheduled for June 22, 2018 at 1:00 pm

VIII. Adjourn

- A. Motion: David
- B. Second: Paul
- C. Approve: All
- D. Meeting was adjourned at 3:40pm

SAHQ Academy
1404 Lead SE, Albuquerque, NM 87106

Student Athlete Headquarters Governing Board

1404 Lead Ave SE,

Albuquerque, NM

87106

Fellow Board Members,

I have recently been offered an opportunity to work with a startup IT company which will require a significant amount of my time. At this time, I do not feel that I can commit a hundred percent effort to the SAHQ Academy Governing Council in a volunteer capacity. Therefore I will be resigning from the council effective May 31, 2018.

Thank you for allowing me to serve with you on the Student Athlete Headquarters Governing Board.

David Beach

From: [Schools, Charter, PED](#)
To: [Pierce, Laurel, PED](#)
Subject: Fw: SAHQ Academy GB Change Form
Date: Wednesday, May 30, 2018 2:52:02 PM
Attachments: [SA GC Minutes 2018 0518.docx.pdf](#)
[David Beach - Letter of Resignation, 5_31_2018.docx.pdf](#)
[SAHQ Governing Board Membership Changes FORM 5-31.pdf](#)
[SAHQ Academy GC resignation - Shawn.pdf](#)

From: David Beach <g.dbeach@sahqacademy.org>
Sent: Wednesday, May 30, 2018 11:53 AM
To: Schools, Charter, PED
Cc: Amy Jaramillo; Vigil, Michael
Subject: SAHQ Academy GB Change Form

The SAHQ Academy Governing Board is in transition before the second year of operation. New members have been added in recent months as the school works to prepare for the next school year.

I have been the GB chair for the last two years, but I will be resigning my position on the board effective May 31, 2018. New officers will be elected at the June meeting so you will have a new point of contact. In the mean time please direct future communication to Gary Stepic (g.gstepic@sahqacademy.org) as the longest tenured board officer.

It has been my pleasure to serve the students of SAHQ Academy as a volunteer member of the governing board.

Regards,

David Beach, Ph.D.
505-301-2722



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 7, 2018

Gary Stepic
Student Athlete Headquarters Academy (SAHQ)
1404 Lead, SE
Albuquerque, NM 87106

Dear Mr. Stepic:

Thank you for your notification of a governing body resignation and a governing body designation dated May 30, 2018 in which Student Athlete Headquarters Academy (SAHQ) provided notification to the Public Education Commission (PEC) of the resignations of Bettina Eklund and David Beach, the designation then resignation of Shawn Fisher, and the designations of Donna Trujillo and Lonnie Neal.

The notification did not contain all required information; please provide a Statement to Consult with PED signed by all currently seated board members and approved minutes or a certification of the vote to designate Mr. Fisher, Ms. Trujillo, and Ms. Neal no later than June 11, 2018. If the required information is not timely provided, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

School Governance Change

Six Directions Indigenous School

On May 9, 2018, a vacancy was created on the governing board by the resignation of Ben Soce. The resignation was reported timely and all documentation has been received. The school has been notified that the position must be filled, an extension filed, or the position closed by June 23, 2018.

The governing board currently has 5 members.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Six Directions Indigenous School

Date submitted: 5/16/2018 Contact Name: Stephanie Vicenti (Admin) / Lane Towery (GC) E-mail: stephanie@sixdirectionsschool.org / lane@sixdirectionsschool.org

Governing Board Member Name	Action	Date of Action	Reason for removal or resignation	Term of Service
Ben Soce	Resignation	5/9/2018	End of term	From: 7/1/2016 To: 6/30/2018
Click here to enter text.	Choose an item.	Click here to enter a date.	Click here to enter text.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter text.	Choose an item.	Click here to enter a date.	Click here to enter text.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: [Signature] Date: 5-15-18

Printed Name of Governing Council President or Designee: Lane Towery

Required Attachments:

This Form **MUST** include each of the following, as applicable:

- Notices of Resignation or Removal
 - The governing body minutes showing the vote to remove the member, or
 - The resigning member's signed and dated written resignation;
- Notices of Designation:
 - An updated "STATEMENT OF GOVERNING BODY TO CONSULT WITH PED" signed by all current governing body members, and
 - An "AFFIDAVIT OF GOVERNING BODY MEMBER" signed by the new governing body member and verified by a notary public.


Six Directions Indigenous School

April 13, 2018
Governing Council of the SDIS
2055 NM-602
Gallup, NM 87301

Dear Governing Council members,

Please accept this letter as my formal resignation for the Governing Council Chairman of the Six Directions Indigenous School. The May 9th, 2018 SDIS GC meeting will be my last. It has been a great pleasure to serve the students of Six Directions Indigenous School and has been an honor to serve among such strong minded individuals on the council. I look forward in continuing to serve the SDIS youth by providing a quality youth leadership program with the National Indian Youth Leadership Project for the school year 2018-2019 and beyond.

I am grateful of this opportunity and for the lessons I have learned and gained. Lane; thank you for including me in this salient endeavor, you're an inspiration. Susan; your personality has been so positive and welcoming. Oliver; I appreciate your cultural knowledge, expertise, and insights. Samuel; your confidence and presence are admirable. Tamarah; your attention to detail and overall experience is significant. I commend you all and will always be indebted to your services to Six Directions. With your leadership, an ardent Head Administrator, and high quality teachers SDIS is sure to sustain, maintain, and succeed for many years.

Ben Soce 
GC-Chair SDIS
NIYLP Lead Facilitator
505-240-2293

4.13.18



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 5, 2018

Stephanie Vicente
Six Directions Indigenous School
2055 NM-602
Gallup, NM 87301

Dear Ms. Vicente:

Thank you for your notification of a governing body resignation dated May 21, 2018 in which Six Directions Indigenous School provided notification to the Public Education Commission (PEC) of the resignation of Ben Soce. The notification contained all required information.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, Six Directions Indigenous School must designate a new member to fill the vacancy created by the resignation of Ben Soce, or request an extension, no later than June 23, 2018.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the position. If the vacancy is not filled or the school does not request an extension or close the position, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

Turquoise Trail Community Charter School

On March 27, 2018, the school submitted notification of several changes to the governing board. Two former members, George Wallace and Kenney Valdez, were listed on the change form indicating a removal date of March 15, 2018. As these two members had already been removed from the governing board list, online minutes were reviewed for clarification.

As per the school bylaws, these two members should have been removed for non-attendance prior to March 27th (at 5 consecutive absences, the seat *shall* be vacant). Mr. Valdez's seat should have been declared vacant on May 4, 2017 and Mr. Wallace's seat on September 21, 2017. The board continued to operate as if they were active members until March 15th, when they were not included in the Current Governance Council Membership vote, however, minutes for August 17, 2017 did not include them in the roll call.

On August 17, 2017, Mira Burak and German Franco were voted onto the board. The notification was timely, but no Statement to Consult with PED was submitted.

On September 21, 2017, Ms. Burak was listed as non-voting and Mr. Franco wasn't listed at all. He never appeared on any other minutes as a member, and he was never voted off, or listed as having resigned.

On October 5, 2017, Ms. Burak wasn't listed at all on the roll call. On November 2, 2018, she was listed, but as an "also attending", not as a member. Mr. Valdez and Mr. Wallace began to be listed on the minutes as members again until their official removal on March 15, 2018. The addition of Mr. Valdez and Mr. Wallace to the board in October caused their board membership to jump to 8. There were three meetings that did not have a quorum (as per their policies/bylaws, a simple majority constitutes a quorum). With eight members listed, a quorum would be five.

Notification of a designation of Jennifer Trujillo on March 15, 2018 was sent on March 27, 2018 as well. Although all documentation was received, the board simply made a vote to indicate who would be seated on the board at this time. No vote was recorded to actually accept Ms. Trujillo's designation or remove Mr. Valdez or Mr. Wallace. Ms. Trujillo has completed no governing board training as of June 4, 2018.

On April 17, 2018, a vacancy was created on the board by the resignation of Isabelle Sandoval due to "philosophical differences". Although the vacancy was not reported in a timely fashion, all documentation has been received. The vacancy has not been filled timely, and no vote to close the position has been taken. The school has been informed that the position should have been filled by June 1, 2018 and they are non-compliant.

The school currently has 6 seated members and is out of compliance with their bylaws that state the board shall have no less than 7 members.

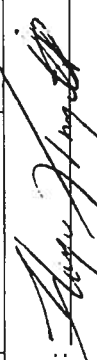
STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Turquoise Trail Charter School Current Number of Governing Body Members: after this resignation, it will be 6

Date submitted: 5/19/2018 Contact Name: Francesca Margaritondo E-mail: fmargaritondo@ttschool.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Isabelle Sandoval	Click here to enter address. 505 986 4000 isandoval@ttschool.org	Choose an action. <i>Resignation</i>	5/23/2018	Philosophical differences	From: 11/19/2015 To: 5/23/2018
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee:  Date: 6/1/2018

Printed Name of Governing Council President or Designee: _____

isantadoval@msn.com

April 17, 2018

Floyd Trujillo

President, Turquoise Trail Governing Board

Dear Mr. Floyd Trujillo,

The purpose of this communication is to inform you that I am resigning from the Turquoise Trail Governing Board effective May 23, 2018. I have completed the necessary eight hours of training; the school should have a copy of my certificates. As you know, this position is a volunteer position and entails many hours of meetings and making decisions in the best interest of the students, teachers, staff, and community.


I wish Turquoise Trail the very best.

Sincerely,

Dr. Isabelle Sandoval

IS

Ms. Sandoval Refused to
sign a copy- only sent
by email.


FLOYD J. TRUJILLO
PRESIDENT
TTCS GOVERNANCE COUNCIL

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter_schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Turquoise Trail Charter School Current Number of Governing Body Members: 7

Date submitted: 3/15/2018 Contact Name: Floyd Trujillo E-mail: ftrujillo@ttschool.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
German Franco	Click here to enter address. Click here to enter phone number.	Choose an action.	3/15/2018	Removal due to lack of participation in meetings and training	From: Click here to enter a date. To: Click here to enter a date.
Kenney Valdez	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	3/15/2018	Removal due to lack of participation in meetings and training	From: Click here to enter a date. To: Click here to enter a date.
George Wallace	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	3/15/2018	Removal due to lack of participation in meetings and training	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: [Signature] Date: _____

Printed Name of Governing Council President or Designee: FLOYD S. TRUJILLO


STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@statenm.nm, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: Turquoise Trail Charter School Current Number of Governing Body Members: 7

Date submitted: 3/15/2018 Contact Name: Floyd Trujillo E-mail: ftrujillo@ttschool.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Jennifer Trujillo	Click here to enter address. 505 795 0509 jtrujillo@ttschool.org	Choose an action.	3/15/2018	New Member	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee:  Date: _____

Printed Name of Governing Council President or Designee: FLOYD J. TRUJILLO

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Jennifer Trujillo, after being duly sworn, state:

1. My name is Jennifer Trujillo and I reside in Santa Fe, New Mexico.

2. I am a member of the governing body of the [insert name of school] in Santa Fe, 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.

Jennifer Trujillo
[Signature]

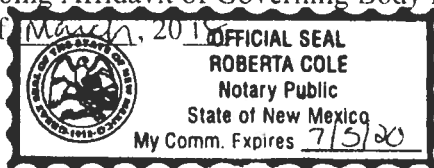
3/27/18
Date

Jennifer Trujillo
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 27th day of March, 2018.

[Notary Seal:]



Roberta Cole
NOTARY PUBLIC

My commission expires: July 5, 2020.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the [insert name of school], located in _____, New Mexico.

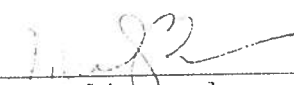
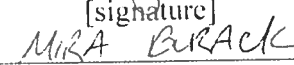
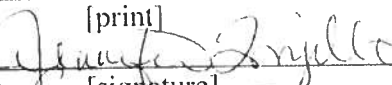
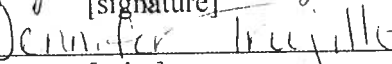
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of 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 [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS ____ DAY OF _____, 2011.

1. 
[signature]

[print]
2. 
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the [insert name of school], located in _____, New Mexico.


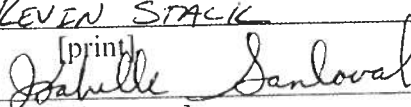
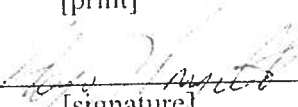
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We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

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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 [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS ____ DAY OF _____, 2011.

1. 
[signature]
KEVIN STACK
[print]
2. 
[signature]
Isabelle Sandoval
[print]
3. 
[signature]
FLOYD J. TRUSSELLO
[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of Turquoise Trail Charter School, located in Santa Fe, New Mexico.

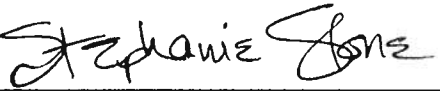
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

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

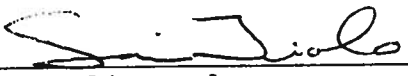
We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of 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 TURQUOISE TRAIL CHARTER SCHOOL BOARD
GIVE THE FOREGOING STATEMENT THIS DAY 15 OF March, 2018.

1. 

[signature]
Stephanie Slone

2. 

[signature]
Sammi Triolo

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

RESOLUTION 2018-03-15

TTCS Governance Council Members

Be it resolved that the Turquoise Trail Charter School Governance Council Members as of March 15, 2018 are as follows:

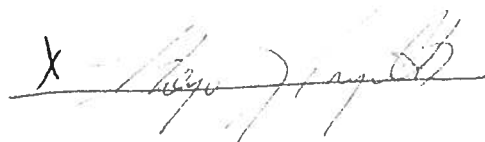
- ✓ Floyd J. Trujillo, President
- ✓ Sammi Triolo, Vice-President
- ✓ Kevin Stack, Treasurer
- ✓ Isabelle Sandoval
- ✓ Stephanie Sloane
- ✓ Mira Burack
- ✓ Jennifer Trujillo

Dr. Ray Griffin (Head Administrator – Non-Voting)

Jenny Crysler (Business Manager – Non-Voting)

Sharyn Gray (Staff Representative – Non-Voting)

Jill Miyagawa (Staff Representative - Non-Voting)

A handwritten signature in black ink, appearing to read "Ray Griffin", is written over a horizontal line. The signature is stylized and cursive.

Turquoise Trail Charter School
Governance Council Special Meeting Minutes
March 15, 2018
Pending Approval

Members Present: Floyd Trujillo, Kevin Stack, Mira Burack, Isabelle Sandoval, and Sammi Triolo(by phone).

Members Not Present: Stephanie Slone, George Wallace and Kenney Valdez

Non-voting Members Present: Sharyn Gray, Jill Miyagawa, Jenny Crysler, and Ray Griffin

Also Present: Francesca Margaritondo, Jennifer Trujillo, Satia Simmons, Mariah Hamilton, JoDee Chavez

- I. **Call to Order – Open Session** 5:36 p.m. It was determined there was a quorum. Floyd Trujillo calls the meeting to order.
 - A. **Roll Call** – Introductions made.
 - B. ***Approval of Agenda** - Motion made by Isabelle Sandoval to approve the agenda as is and seconded by Kevin Stack. Passed 5 – 0
- II. ***Approval of March 1st minutes:** Motion to approve as is made by Kevin Stack and seconded by Isabelle Sandoval. Passed 5 – 0.
- III. **Public Forum** – None
- IV. ***Consent Agenda**
 - a. **Approval of February vouchers/ disbursements** –
 - b. **BAR – Title II** - Motion made by Floyd Trujillo to approve the consent agenda and seconded by Kevin Stack. Passed 5 - 0
- V. 2nd grade presentation
- VI. ***VOTE – 2018/2019 Calendar:** Recommendation by administration to approve as is. Motion made by Mira Burack to approve as is and seconded by Kevin Stack. Passed 5 – 0.
- VII. **Expansion Committee Updates:** A packet was submitted to the PED Charter School division. A report was made by the PED, and they are recommending approval for both of our requests: middle school and increase in cap. Tomorrow, March 16, 2018, we will be presenting to the PEC and they will vote on whether to approve our two requests. If we get approval, we will open another enrollment period for the middle school.

VIII. Resolution – RES-2018-03-015-Current Governance Council Membership:

Floyd Trujillo, President
Sammi Triolo, Vice-President
Kevin Stack, Treasurer
Isabelle Sandoval, Member
Stephanie Slone, Member
Mira Burack, Member
Jennifer Trujillo, Member
Dr. Ray Griffin (Head Administrator – Non-Voting)
Jenny Crysler (Business Manager – Non-Voting)
Sharyn Gray (Staff Representative – Non-Voting)
Jill Miyagawa (Staff Representative – Non-Voting)

Motion made by Kevin Stack to approve as is and seconded by Isabelle Sandoval. Roll Call vote: Kevin Stack Aye, Isabelle Sandoval Aye, Mira Burack Aye, Sammi Triolo Aye, Chair, Floyd Trujillo Aye. Passed 5 – 0.

IX. *VOTE – Salary schedule updates (minimum wage increases): Motion made by Isabelle Sandoval to approve as is and seconded by Mira Burack. Passed 5 - 0

X. Updates

- a. Head Administrator: 90% of our students are returning. If everybody shows up we will have 482 students in the school. This may change over the summer. We are adding a 4th section of kindergarten next school year in B wing. As we grow the middle school we will also grow the elementary school. Eventually a 4th section will be added to 1st and 2nd as well. We are also looking at a 1:1 technology plan allowing students to take computers home with Internet access.
- b. Business Manager: Budget-planning process reviewed.
- c. Staff: Spring Break has started. P/T conferences tomorrow. 3rd round of MAP testing just finished. Looking at students who are struggling and making a plan for next year. Talent show coming up on March 29th. There was an assembly yesterday focused on Heroes. Recruiting for the summer program. New pilot, applying for 4th and 5th grade as well.
- d. President: Everything is about getting the team ready for PEC tomorrow; they are greatly appreciated. The president and the head administrator met with Dr. Garcia and their facilities director.

They are doing a demographic study of the South side of Santa Fe to see how the city is growing. We are participating in this study.

- XI. Adjournment of Regular Session** – Motion made by Mira Burack and seconded by Kevin Stack to adjourn session. Passed 5 – 0. Session adjourned at 6:43pm.

SECTION 10. Motions and Voting. Each Governance Council member including all officers shall have the right to make or second motions, discuss questions and shall be entitled to one (1) vote with the exception of any Council Member wishing to recuse himself/herself from a specific issue.

Article III Governance Council Members

SECTION 1. General Powers. The business affairs of TTCS shall be managed by the Governance Council.

SECTION 2. Number, Tenure, and Qualifications. The number of Council Members of TTCS shall be fixed by the Governance Council, but in no event shall be less than seven (7) nor more than eleven (11). Each Council member shall hold office for a term of two years. Council members may be reelected to consecutive terms.

The Governance Council must have a minimum of one (1) member from each of the following groups:

- a. Parent of Turquoise Trail student(s)
- b. Community member who is not a parent

Employees of the school may not serve as voting members of the governance council. However the School Administrators and two staff members who have been elected by their peers shall serve as ex officio members of the Governance Council and shall attend all meetings, provide input on discussions, and shall have standing time on the agenda to present reports to the council.

SECTION 3. Manner of Acting. The act of the majority of the Council Members present at a meeting at which a quorum is present shall be the act of the Governance Council.

SECTION 4. Vacancies. Any vacancy occurring in the Governance Council may be filled by the affirmative vote of a majority of the remaining Council members. A Council Member elected to fill a vacancy shall be elected for the unexpired term of his/her predecessor in office. Any Council



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 7, 2018

Floyd Trujillo
Turquoise Trail Community Charter School
13A San Marcos Loop
Santa Fe, NM 87508

Dear Mr. Trujillo:

Thank you for your notification of a governing body resignation dated June 4, 2018 in which Turquoise Trail Community Charter School provided notification to the Public Education Commission (PEC) of the resignation of Isabelle Sandoval. The notification contained all required information.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, Turquoise Trail Community Charter School should have designated a new member to fill the vacancy created by the resignation of Isabelle Sandoval, or request an extension, no later than June 1, 2018.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the position. If the vacancy is not filled or the school does not close the position, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification of a governing body resignation will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,


Laurel Pierce
Options for Parents and Families

School Governance Change

The MASTERS Program

On May 8, 2018, the vacancy created by the resignation of Monique Anair was filled by the designation of Shalimar Krebs. The vacancy was filled timely. Notification was received timely and all documentation has been submitted.

On May 31, 2018, a vacancy was created on the board by the resignation of Bernadette Jacobs. The school also requested an extension at the time of notification. The school has been notified that the position must be filled or closed by August 14, 2018.

The school has 7 members currently seated.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: The MASTERS Program

Current Number of Governing Body Members: 8

Date submitted: 5/31/2018

Submitter Name: Lisa Lucas, Business Manager

llucas@tmpsantafe.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Shalimar Krebs	6024 Monte Azul Pl. Santa Fe, NM 87507 505-920-3857	Designation	5/8/2018	Shalimar Krebs Designation	From: 7/1/2018 To: 6/30/2020
Bernadette Jacobs	Shalimar.krebs@sfcc.edu 2109 Conelo Dr, Santa Fe, NM 87505 505-428-1778	Resignation	5/31/2018	Bernadette Jacobs Resignation	From: 7/1/2015 To: 5/31/2018
	Bernadette.jacobs@sfcc.edu	Designation			From: To:

Original Signature of Governing Council President or Designee: 

Date: 5/31/2018

Printed Name of Governing Council President or Designee: John Triolo, President

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF SANTA FE)

I, Shalimar Krebs, after being duly sworn, state:

1. My name is Shalimar Krebs and I reside in Santa Fe, New Mexico.

2. I am a member of the governing body of The MASTERS Program in Santa Fe, 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 MASTERS Program'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.

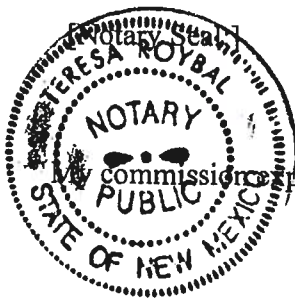
[Signature]
[Signature]

5/14/18
Date

Shalimar Krebs
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 14 day of May, 2017.



[Signature]
NOTARY PUBLIC

My commission expires: January 14, 2019.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the MASTERS Program, located in Santa Fe, New Mexico.

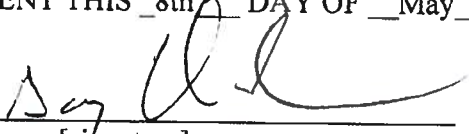
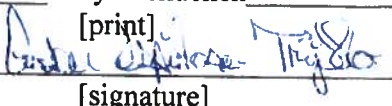
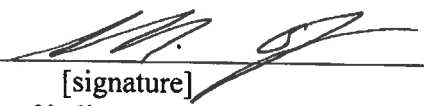
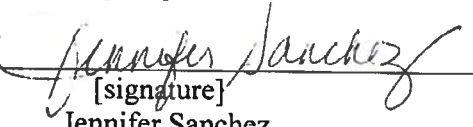

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We make this statement as part of _____ application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

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 MASTERS PROGRAM GIVE THE FOREGOING STATEMENT THIS 8th DAY OF May, 2018.

1. 
[signature]
Gary Clendenen
[print]
2. 
[signature]
Amber Espinosa-Trujillo
[print]
3. 
[signature]
Shalimar Krebs
[print]
4. 
[signature]
Jennifer Sanchez
[print]
5. 
[signature]
Ahlum Scarola
[print]

Attach additional pages if membership exceeds five.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the MASTERS Program, located in Santa Fe, 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.

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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 MASTERS PROGRAM GIVE THE FOREGOING STATEMENT THIS 8th DAY OF May, 2018.

6. Kelly Smith
[signature]

Kelly Smith
[print]

7. Lori Spillman
[signature]

Lori Spillman
[print]

8. John Triolo
[signature]

John Triolo
[print]

9. _____
[signature]

[print]

10. _____
[signature]

[print]

Attach additional pages if membership exceeds five.



The MASTERS Program

Early College Charter High School

Governing Council Meeting
May 8, 2018 5:00 – 7:00 P.M.

Santa Fe Community College – President's Conference Room 108
Santa Fe, New Mexico

DRAFT Minutes

I. Roll Call 5:19 p.m.

Governing Council members attending: John Bishop (*Founder, Ex-officio non-voting*), Gary Clendenen, Amber Espinosa-Trujillo, Bernadette Jacobs, Jennifer Sanchez, Ahlum Scarola, Kelly Smith, Cassidy Spillman (*Student Rep*), Lori Spillman (*Parent Rep*), Scott Voorhies (*Faculty Rep*)

Governing Council members and staff not attending: John Triolo

Guests, Faculty, and Staff: Shalimar Krebs, Lisa Lucas (*Business Manager*), Lori Miller (*TMP Director Guidance Counseling*), Anne Salzmann (*Head of School*)

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

Motion to approve by Gary Clendenen, second by Kelly Smith, passed unanimously.

III. Discuss and vote on April 10, 2018 Special Public Meeting minutes

Motion to approve by Amber Espinosa-Trujillo, second by Jennifer Sanchez, passed unanimously.

IV. Discuss and vote on April 10, 2018 GC Meeting minutes

Motion to approve by Gary Clendenen, second by Jennifer Sanchez, passed unanimously.

V. Discuss and vote on April 23, 2018 Special GC Meeting minutes

Motion to approve by Kelly Smith, second by Jennifer Sanchez, passed unanimously.

VI. Public Comments (Up to 2 minutes per person)

None

VII. Report of the Finance Committee

a. review in advance and recommend approval or disapproval of April 2018 disbursements

Bernadette Jacobs reported that the committee met in prior work session to review April disbursements, for which Lisa Lucas provided highlights. Based on the committee's recommendation, Gary Clendenen moved to approve April disbursements as presented, second by Kelly Smith, passed unanimously.

b. review in advance and recommend approval or disapproval of BARs

Lisa Lucas reviewed the proposed BARs. Based on the committee's recommendation and following discussion, Amber Espinosa-Trujillo moved to approve as presented BARs 519-000-1718-0028-M: \$5,610; 519-000-1718-0029-M: \$7,015; second by Gary Clendenen, passed unanimously.

VIII. Discuss and vote on Change to FY2018/2019 Stipend Schedule

Anne Salzmann provided highlights of the Testing Coordinator's areas of responsibility and her diligence in carrying out the job. Moving from paper to online testing has not reduced the workload. The coordinator oversees all testing logistics, including updating the computer applications for testing, scheduling, and trouble shooting. Anne recommended increasing the stipend to \$2,000 retroactive for this year. Motion to approve by Jennifer Sanchez, second by Gary Clendenen, passed unanimously.

IX. Discuss and vote on FY2018/2019 Budget

Lisa Lucas reported that the draft was reviewed on 4/23 and she also highlighted the changes from draft to final. She explained the GC needs to approve the final budget, but that it is subject to potential changes from the PED. All voting GC members must sign four originals today. Lisa provided detailed commentary for the handout and explained how allocations will be handled through BARs. Discussion included clarifying questions about prior budget history and the importance of keeping a solid cash balance for variables. Motion to approve by Kelly Smith, second by Gary Clendenen, passed unanimously.

X. Discuss and vote on FY2018/2019 Grant Applications

Topic was tabled for a special meeting pending receipt of the applications.

XI. Discuss and vote on new Governing Council member

Bernadette Jacobs introduced Shalimar Krebs and gave background of his professional and academic history. Shalimar shared highlights of his previous experience working in various SFCC departments and with TMP students in his classes. He is currently the associate dean for the liberal arts department. Shalimar has earned multiple degrees, including various undergraduate degrees up to an MA in Higher Ed Leadership. Kelly Smith moved to approve Shalimar as a new voting GC member, second by Gary Clendenen, passed unanimously.

XII. Discuss and vote to add Governing Council members as signatories on TMP checking account

Lisa Lucas explained that two additional signatories are needed and it is helpful if at least one could be on campus. Shalimar Krebs volunteered, along John Triolo who had previously volunteered. Motion to approve by Gary Clendenen, second by Jennifer Sanchez, passed unanimously.

XIII. Discuss and vote on using one season of a regular high school team sport as PE credit for high school

Anne Salzmänn explained that TMP does not routinely teach PE but has relied on external staff to teach it. Occasionally a student cannot participate in the scheduled course. We need an option for these extenuating situations, not to be used routinely but to be open to all students with unusual situations. With written documentation, TMP/the district can grant the credit. Following discussion and questions, Gary Clendenen moved to approve, second by Amber Espinosa-Trujillo, passed unanimously.

XIV. Report of the Head of School

Anne Salzmänn provided highlights and commentary for her detailed written report, which included updates on PARCC testing, End of Course Exams, our amendments that are pending with the PEC (handout distributed), and recent very positive student and parent events. Lori Miller handed out invitations to the graduation ceremony scheduled for May 17.

XV. Report of the Faculty Representative

Scott Voorhies reported that faculty loved the surprise lunch hosted by the PTO and spearheaded by Parent Rep Lori Spillman. He provided highlights of the Friday Project celebration and talent show events, and Inspire Santa Fe mentorship programs.

XVI. Report of the Student Representative

Cassidy Spillman talked about the mentorship festival and noted that some students found what they don't want to do! He reported that the senior dinner was outstanding -- amazing how some students have progressed.

XVII. Report of the STEM Committee

No report; the committee needs to regroup; topic for June agenda.

XVIII. Report of the Audit Committee

Lisa Lucas reported that the committee met today to review audit findings. She provided commentary for a handout summarizing the findings and subsequent resolutions.

XIX. Report of the Business Manager

Lisa Lucas reported that we will need to schedule a special meeting to meet very tight due dates. GC members agreed to convene 5/24 at 5:00 p.m. for a brief meeting. Members have the option to join via teleconference.

XX. Open discussion of additional topics or issues from GC members

Scott Voorhies announced this is his last meeting and that he has enjoyed serving on the board. Thank you to the business office staff for securing a new 3D printer and two new smart boards!

XXI. Adjournment

Gary Clendenen moved to adjourn the meeting at 6:45 p.m., second by Ahlum Scarola, passed unanimously.

2017/2018 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none">• July - no meeting• 8/8• 9/12• 10/10• 11/14• 12/12	<ul style="list-style-type: none">• 1/9/2018• 2/13• 3/13• 4/10• 5/8• 6/12
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Minutes approved by The MASTERS Program Governance Council on June 12, 2018.

Governing Council President

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on May 8, 2018 at 5:19 p.m., a meeting of the Governing Body of The MASTERS Program , a New Mexico public charter school, was held at Santa Fe Community College, 6401 Richards Ave, Santa Fe, NM 87508 . 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 7 in favor and 0 opposed to Kelly Smith moved to approve Shalimar as a new voting GC member, second by Gary Clendenen, passed unanimously.

The members voting in favor were: __Gary Clendenen, Amber Espinoza-Trujillo, Bernadette Jacobs, Jennifer Sanchez, Ahlum Scarola, Kelly Smith, Lori Spillman

The members voting in opposition were: None

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

John Triolo

John Triolo

President

May 25, 2018

The Masters Program

Attention: John Triolo, President of the TMP Governing Board

Attention: Anne Salzmänn, TMP, Head of School

Dear John and Anne

Please accept my letter of resignation from The Masters Program Governing Board, effective May 31, 2018. It has been a pleasure to serve on the board with individuals such as you who genuinely care about the quality and future of education.

I hope that you will free to call upon me in the future if I can be of assistance.

Best wishes,

Bernadette Jacobs

Bernadette Jacobs

RECEIVED

MAY 25 2018



The MASTERS Program
Early College Charter High School

May 31, 2018

New Mexico Public Education Department
Charter Schools Division
300 Don Gaspar, Room 301
Santa Fe, NM 87501

Dear Sir or Madam:

Please consider this letter a request for an extension to replace a Governing Board Member that resigned on 5/31/2018. We are requesting an extension of 75 days to August 14, 2018.

If you need further information, please contact our Business Manager, Lisa Lucas, at 505-428-7321 or llucas@tmptsantafe.org.

Thank you for your consideration,

Anne Salzman, Head of School
The MASTERS Program



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 6, 2018

John Triolo
The MASTERS Program Early College Charter School
SFCC LL320 6401 Richards Avenue
Santa Fe, NM 87508

Dear Mr. Triolo:

Thank you for your notification of a governing body resignation and a governing body designation dated May 31, 2018 in which The MASTERS Program Early College Charter School provided notification to the Public Education Commission (PEC) of the designation of Shalimar Krebs and the resignation of Bernadette Jacobs. Due to the new PEC policy regarding governing board changes, draft minutes will no longer be accepted. Please submit approved minutes or a certification of the vote by June 11, 2018.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, The MASTERS Program Early College Charter School must designate a new member to fill the vacancy created by the resignation of Bernadette Jacobs, or request an extension, no later than July 15, 2018.

If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the position. If the vacancy is not filled or the school does not request an extension or close the position, the school will be added to the PEC's agenda for consideration and potential corrective action.

This notification will be presented to the PEC at the meeting on June 15, 2018. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Laurel Pierce".

Laurel Pierce
Options for Parents and Families



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

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The MASTERS Program Early College Charter School
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Thank you for your notification of a governing body resignation and a governing body designation dated May 31, 2018 in which The MASTERS Program Early College Charter School provided notification to the Public Education Commission (PEC) of the designation of Shalimar Krebs and the resignation of Bernadette Jacobs. All documentation has been received.

Please be advised the school's contract with the PEC requires that the school fill the vacancy on its governing body created by this resignation no later than 45 days from the date of the vacancy or seek an extension for such appointment from the Authorizer in writing. Therefore, The MASTERS Program Early College Charter School must designate a new member to fill the vacancy created by the resignation of Bernadette Jacobs, or request an extension, no later than July 15, 2018.

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Laurel Pierce
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SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 6, 2018

John Triolo
The MASTERS Program Early College Charter School
SFCC LL320 6401 Richards Avenue
Santa Fe, NM 87508

Dear Mr. Triolo:

Thank you for your letter of May 31, 2018 in which The MASTERS Program Early College Charter School requested an extension to designate Board Members to fill vacancies on the The MASTERS Program Early College Charter School Governing Body. The school's contract with the Public Education Commission (PEC) requires that the school fill any vacancy on its governing body no later than 45 days from the vacancy or seek an extension for such appointment from the Authorizer in writing.

The MASTERS Program Early College Charter School has been granted an extension until August 14, 2018 to designate a new member to fill the vacancy created by the resignation of Bernadette Jacobs. If the school cannot, or does not want to fill the vacancy, the governing board may vote to close the position in an open meeting. If the board chooses this option, the position will remain closed for the remainder of the fiscal year, at which point, the school may choose to reopen the position.

If the vacancy is not filled or the school does not request an extension or close the position, the school will be added to the PEC's agenda for consideration and potential corrective action. If the vacancy is not filled within the time granted as an extension, the school will be added to the PEC's agenda for consideration and potential corrective action.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Pierce".

Laurel Pierce
Options for Parents and Families

Financial CAPs - Monthly Reporting:

1. Roots and Wings Charter School
2. Sandoval Academy of Bilingual Education

roots & wings

COMMUNITY SCHOOL

May 13, 2018, 2018
Public Education Commission
State of New Mexico

Monthly PEC Report to Improve Financial Management-May, 2018

Actions:

- Two GC members (Stephen Abt and Erica Lannon), myself and Charlotte Achuleta attended the three-day Spring Budget conference.
- I met with a person regarding becoming our new school business manager
- Sent Charlotte Archuleta, our current business manager a letter of non-renewal of contract
- I obtained quotes from the Vigil Group and SchoolAbility for SBM.
- Worked with Charlotte regarding next year's staffing and budget.
- Communicated with Governing Council regarding staffing for next year.

Year-end position forecast:

- 11% carryover

Respectfully,

Randall C Green

Randy Green, Director
Maria Medina, Office Manager

HC 81 Box 22, Questa, NM 87556
575-586-2076/fax 575-586-2087



Public Education Commission Report

Update: May's Report 5/31/2018		Item #1 Monthly Fiscal Reporting							
Charter School:		Sandoval Academy of Bilingual		ID Number:	563				
Head Administrator:		Jackie Rodriguez, Principal/Director		School Year:	2017-2018				
Remediation Strategy(ies)	Action Step(s)	Timeline	Person/Program Responsible for Implementation	Outcome Evidence	Met/ Did Not Meet	PEC Update 1/23/18	PEC Update 2/23/18	PEC Update 3/21/18	PEC Update 5/9/18 & 5/31/2018: No changes
A. Governing Council Training – School Finances	1. Contact the PED Finance and Budget Bureau & request and schedule training at SABE for GC members on school finances. 2. Contact the Vigil Group & request and schedule training at SABE for GC members on school finances.	1. Jan 11, 2018 GC Meeting 2. Feb 2018 GC Meeting	Director, J Rodriguez Governing Council Members	Agenda and Sign-In Sheet	1. Scheduled 2. Scheduled	Director spoke directly to Ashley Wolfel of the Vigil Group and has scheduled trainings for March and April of 2018. Director emailed Mr. David Craig with the PED Budget & Finance Bureau and had scheduled for tentatively for February 2018. <i>See emails attached.</i>	Confirmed finance GC trainings for March 7 th and April 11 th at 5:30-6:30 by the Vigil Group (Michael Vigil and/or Mike Vigil, Jr.) Mr. Craig had to reschedule meeting and Mrs. Wolfel is arranging the training. Director has attended and will be the school certified Chief Procurement Officer. (Courses and assessment completed 2/23/2018)	Confirmed finance GC trainings for April 11 th at 5:30-6:30 by the Vigil Group (Michael Vigil and/or Mike Vigil, Jr.) Mrs. Wolfel has reached out to Mr. Craig as he had to reschedule the training, but has not heard back from him. Director is waiting for certification number to enroll as the school site's certified Chief Procurement Officer (email is attached).	Due to to lack of personnel issues at the Vigil Group, training of GC members has been postponed until the summer. We have had no communication back from Mr. Craig to reschedule training.
B. Governing Council Training – Financial Requirements	1. Contact the PED Finance and Budget Bureau & request and schedule training at SABE for GC members on school financial requirements. 2. Contact the Vigil Group & request and schedule training at SABE for GC members on school financial requirements.	1. Jan 11, 2018 GC Meeting 2. Feb 2018 GC Meeting	Director, J Rodriguez Governing Council Members	Agenda and Sign-In Sheet	1. Scheduled 2. Scheduled				Director continues to wait for the IT department at the State General Services Department/Finance office to add the school as an agency. Emails can be provided as evidence of communication with State General Services Department.
C.	1. Contact the PED Finance	1. Jan 11,	Director, J Rodriguez	Agenda &	1. Scheduled				

Public Education Commission Report

Governing Council Training – Financial Reports	and Budget Bureau & request and schedule training at SABE for GC members on school financial reports. 2. Contact the Vigil Group & request and schedule training at SABE for GC members school financial reports.	2018 GC Meeting 2. Feb 2018 GC Meeting	Governing Council Members	Sign-In Sheet	2. Scheduled				
D. Governing Council Finance Committee	1. Establish a GC finance committee. 2. GC finance committee to meet monthly prior to GC meetings.	1. Dec 19, 2017 Ongoing	Director, J Rodriguez Governing Council Members Business Manager, Ashley Wolfel (The Vigil Group)	GC Minutes, Agendas & Sign-In Sheets	1. Finance committee members are Octavio Muniz and Becky Torres	Finance committee has been established and will begin meeting in February. Please see <u>copy of GC meeting minutes from November</u> . December minutes have not been approved as of yet, but it was an action item in December where two members (Mr. Octavio Muniz and Mrs. Becky Torres were named as members).	GC Finance Committee meetings are held prior to every GC meeting for ½ hour. Agenda & sign-ins will be shared in the future.	GC Finance Committee meetings are held prior to every GC meeting for ½ hour. Sign-ins are attached.	GC Finance Committee continues to meet one half hour prior to each GC meeting.
E. Targets for financial reserves	1. Align 17/18SY budget to 80 only enrollment at advisement of the Budget & Finance Bureau. 2. Three former positions were consolidated or eliminated. 2. Provide monthly reports to GC. 3. Director and business manager will collaborate weekly and work to eliminate unnecessary spending. 4. Director and business	June 2017 - Ongoing	Director, J Rodriguez Governing Council Members Business Manager, Ashley Wolfel (The Vigil Group)	1. Per PED projections were capped at 80 students for the 16/17 SY. 2. Done in July for beginning of the year 3. Done monthly since July meeting. Minutes online. 4. No new positions were allotted for	Reports from Vigil Group are attached as evidence of financial reserves and planning	<u>Monthly reports</u> provided by the Vigil Group are attached.	<u>Monthly reports</u> provided by the Vigil Group are attached.	<u>Monthly reports</u> provided by the Vigil Group are attached.	Monthly reports provided by the Vigil Group are attached. Director and business manager continue to meet and speak regularly/weekly as the end of the year approaches. 2018/2019SY Budget was submitted.

Public Education Commission Report

	manager will not hire unsupported positions. 5. Director and business manager will meet (in person or by phone) weekly to prioritize spending and payments to meet financial responsibilities. 6. 40,000 line item is created as “restricted expenditures” in the budget to pay off remaining balance with PED			16/17 school year 5. J Rodriguez and A Wolfel meet weekly 6. Submitted as 16/17 budget.					
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Public Education Commission Report

Update: May's Report 5/31/2018		Item #2 STUDENT ENROLLMENT							
Charter School:		Sandoval Academy of Bilingual		ID Number:	563				
Head Administrator:		Jackie Rodriguez, Principal/Director		School Year:	2017-2018				
Remediation Strategy(ies)	Action Step(s)	Timeline	Person/Program Responsible for Implementation	How will you demonstrate success of the Remediation Strategy(ies)	NOTES & Met/ Did Not Meet	PEC Update 1/23/18	PEC Update 2/23/18	PEC Update 3/21/18	PEC Update 5/9/18 & 5/31/2018: No changes, except in Enrollment for 18/19SY
A. Recruitment Strategies	1. Participated in the Independence Parade in Rio Rancho. 2. Held two open houses during July to meet parents and offer tours and information to potentially new students. 3. Contacted other charter schools (Cien Aguas, Corrales International School, La Promesa ELC) and request wait lists 4. Identified advertising opportunities using free resources (social media, print media, television media) 5. Reached out to local partners to increase awareness of the school including RR Chamber of Commerce, Work	June – July, 2017 July-Aug 2017 July-Dec 2017	Director, J Rodriguez in collaboration with staff and Parent Teacher Association	Increased Enrollment 2016/2017	Met 1. Pictures attached. 3. Registrar called all students on waitlists that were shared (CAIS, LP) 4. SABE was featured in an article in the RR Observer (picture attached) 4. SABE placed an ad in the RR Observer celebrating our B Grade and soliciting more student enrollment (picture attached) 4. Planning meeting was held with all staff and then targeted different areas (child care centers, libraries, stores & restaurants, and social media outlets)	Director, staff, and PTA/parents are working on a recruitment plan for the 2018/2019 school year to include goals for parents, staff and responsibilities of school; including various types of paid advertisements. See <u>Recruitment Plan</u> (draft) attached.	Recruitment plan for the 2018/2019 school year was discussed with parent recruitment team. Established weekly/bi-weekly goals for parents. Director is weighing options for paid advertisements in consultation with business manager to ensure budget can support the expense. Continuing to work in partnership with the RR Chamber of Commerce to network and market Sandoval Academy's mission. Sandoval Academy has a color advertisement in the Rio Rancho the Magazine which was published in February. Participating in a marketing project with UNM: MBA students. Meeting was held on	Weekly goals are being sent home to families to encourage spreading the word and reaching out to where families live and participate in their local community/neighborhood. Collaborating with the RR Chamber of Commerce on advertising April ribbon cutting event, Open House. Have held monthly open houses and weekly tours for prospective students/families. Committee has helped with our Social Media presence by posting facts about our school and the benefits of being bilingual, we are	Still working with parent recruitment committee. They have delivered flyers to local child care centers, public bulletin board around town and family events. Held our Ribbon Cutting with the Rio Rancho Chamber of Commerce. Continuing to hold tours and visits both scheduled and drop in. Worked with UNM Educational Masters' Program for marketing analysis.

Public Education Commission Report

	<p>Force Connections, Foster Grandparents Program, and local surrounding businesses</p> <p>6. Establish a marketing plan (US mail, social media, print media, television/radio media, door-to-door, etc.)</p> <p>7. Determine locations (community outreach) to reach out to potential students</p> <p>8. Identify charter schools with similar programing to inquire about recruitment plans/strategies</p> <p>9. Collaborate with local school districts (RRPS, BPS) to bring awareness to our program and how we can serve under served students</p> <p>10. Develop a student recruitment plan with staff, PTA, and parents groups(with different marketing techniques, teacher and community involvement, PTA)</p>	<p>Dec-Aug, 2018</p> <p>July-ongoing Jan, 2018-ongoing</p> <p>Jan – July for 17/18SY</p>		<p>Increased Enrollment 2017/2018</p>	<p>ENROLLMENT: Beginning of the year: 80 40 Day Reporting: 95 Current: 95</p> <p>TBD by beginning of the 17/18SY</p>		<p>February 14th with the team and Mr. Kimitri Kapelianis, Associate Professor of Marketing and Enrollment. Goals were established by the team. Awaiting report and follow-up meeting.</p>	<p>scheduling a mailing to Rio Rancho communities, and team has met on behalf of Sandoval Academy with other charter schools to get recruitment ideas.</p>	<p>Completed a mailing of over 200 mailers to local area of Rio Rancho.</p>
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Public Education Commission Report

B. Enrollment Process & Communication	<p>1. Using the lottery process & dates, develop enrollment forms for returning, sibling and new students</p> <p>2. Post lottery process on our website and FaceBook, Twitter and Instagram profiles</p> <p>3. Enrollment forms have a notice that parents must inform the school should they change the not intend to attend SABE</p> <p>4. Call all potential enrollees weekly to confirm attendance</p> <p>5. Determine realistic projections in collaboration with the Vigil Group and the PED Budget and Finance Bureau based on 2 years of data; for submission to PED for 2018/2019 SY Budget</p>	<p>Nov – July for 17/18 SY Mar, 2018</p> <p>Jun-Aug, 2018 Mar 2018</p>	<p>Director, J Rodriguez Registrar, A Gallegos Teachers Business Manager, A Wolfel (The Vigil Group) PED Budget & Finance Bureau</p>	<p>Reach at least 80% of projected enrollment at the BOY Increased enrollment</p>	<p>Enrollment Forms and Lottery Dates form attached</p>	<p>January Withdrawal & Enrollment form Attached</p>	<p>Goal already met.</p>	<p>Enrollment period opened on March 12 and runs until the lottery on May 12.</p> <p>Current enrollment: 96 K: 20 1st: 21 2nd: 21 3rd: 13 4th: 13 & 5th: 8 = Combo</p> <p>Enrollment window for 2018/2019SY: 101 K: 23 1st: 16 2nd: 22 3rd: 20 4th: 9 5th: 11</p>	<p>Current enrollment: 98 K: 20 1st: 21 2nd: 21 3rd: 13 4th: 15 & 5th: 8 = Combo</p> <p>Projected enrollment for 2018/2019SY: 167 Lottery was held on May 10th</p> <p>K: 38 1st: 20 Waitlist: 6 2nd: 24 Waitlist: 6 3rd: 24 4th: 17 5th: 21 6th: 11 ☺</p>
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Public Education Commission Report

Update: May's Report 5/31/2018		#3 MONTHLY REPORTING TO PUBLIC EDUCATION COMMISSION							
Charter School:		Sandoval Academy of Bilingual		ID Number:	563				
Head Administrator:		Jackie Rodriguez, Principal/Director		School Year:	2017-2018	PEC Update 1/23/18	PEC Update 2/23/18	PEC Update 3/21/18	PEC Update 5/9/18
Remediation Strategy(ies)	Action Step(s)	Timeline	Person/Program Responsible for Implementation	How will you demonstrate success of the Remediation Strategy(ies)	Met/ Did Not Meet				
A. Monthly Reporting -Current Student Enrollment -Student Withdrawals (with reasons) -New student enrollment	1. Monthly enrollment report 2. Create a withdrawal form that ask for the reason for dis-enrolling	End of Each Month for reporting on 1 st	Registrar, A. Gallegos, Director, J. Rodriguez	Reports submitted	Enrollment Report attached for month of December Withdrawal form attached	January Enrollment Report attached	February Enrollment Report Attached	March Enrollment Report Attached	April Enrollment Report Attached
B. Enrollment Projections	1. Look at trends & patterns of enrollment in two prior years 2. Determine realistic projections in collaboration with the Vigil Group and the PED Budget and Finance Bureau based on 2 years of data; for submission to PED for 2018/2019 SY Budget 3. Utilize data from withdrawal forms & EOY Re-enrollment data of those not re-enrolling data to identify potential reasons why parents are choosing not to stay	For consideration for 17/18SY	Registrar, A. Gallegos, Director, J. Rodriguez, Vigil Group, PED Budget & Finance Bureau			Recruitment Plan (draft) attached	Plan has not been updated.	Plan has not been updated.	PED Finance Bureau did not allow Sandoval Academy to make any projections for the 2018/2019 school year.

Public Education Commission Report

[illegible]

Public Education Commission Report

F. End of the Year Position Report					EOY Budget Report	<u>reports</u> provided by the Vigil Group are attached.	<u>Monthly reports</u> provided by the Vigil Group are attached.	<u>Monthly reports</u> provided by the Vigil Group are attached.	<u>Monthly reports</u> provided by the Vigil Group are attached.
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4321 Fulcrum Way NE Suite A • Rio Rancho, New Mexico 87144
Tel 505-771-0555 • 505-771-9071 fax

Sandoval Academy of Bilingual Education

Monthly Enrollment Report

May 2018 (2017-18 SY)

New Enrollments:

ID: 234653491	Mantay, James	Grade: 4th	Start Date: May 7th, 2018
ID: 441496155	Gastelum, Jacqueline	Grade: 4 th	Start Date: May 7th, 2018
ID: 171394851	Gastelum, Alejandro	Grade: Kinder	Start Date: May 7 th , 2018

Withdrawals:

Zero Withdrawals during the month of May

Analyzed Business Checking - PF

Account number: **4363**

■ April 1, 2018 - April 30, 2018 ■ Page 1 of 3

**WELLS
FARGO**

SANDOVAL ACADEMY
OF BILINGUAL EDUCATION
1776 MONTANO RD NW
LOS RANCHOS NM 87107-3245

Questions?

Call your Customer Service Officer or Client Services

1-800-AT WELLS (1-800-289-3557)

5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (585)

P.O. Box 6995

Portland, OR 97228-6995

Account summary

Analyzed Business Checking - PF

Account number	Beginning balance	Total credits	Total debits	Ending balance
4363	\$94,145.30	\$80,858.84	-\$84,376.29	\$90,627.85

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	04/05	884.00	eDeposit IN Branch/Store 04/05/18 10:56:29 Am 239 W Hwy 550 Bernalillo NM
	04/09	272.00	eDeposit IN Branch/Store 04/07/18 10:33:44 Am 239 W Hwy 550 Bernalillo NM
	04/10	71,851.00	State of NEW Mex Vndr Pymt Nmap0000119782 11000 April 2018 Seg 11000 April 2018 Seg
	04/11	820.00	eDeposit IN Branch/Store 04/11/18 04:46:44 PM 4110 Meadowlark Ln SE Rio Rancho NM
	04/11	287.00	eDeposit IN Branch/Store 04/11/18 04:47:48 PM 4110 Meadowlark Ln SE Rio Rancho NM
	04/13	334.00	eDeposit IN Branch/Store 04/13/18 04:46:35 PM 4110 Meadowlark Ln SE Rio Rancho NM
	04/16	2,423.89	State of NEW Mex Vndr Pymt Nmap0000123026 USDA February 2018 USDA February 2018
	04/17	305.00	eDeposit IN Branch/Store 04/17/18 04:01:21 PM 4110 Meadowlark Ln SE Rio Rancho NM
	04/18	520.00	eDeposit IN Branch/Store 04/18/18 09:51:04 Am 4110 Meadowlark Ln SE Rio Rancho NM
	04/19	2,375.95	State of NEW Mex Vndr Pymt Nmap0000125322 563-000-1718-24106-0005 24106 Idea B Entitlement

Electronic deposits/bank credits (continued)

Effective date	Posted date	Amount	Transaction detail
	04/20	223.00	eDeposit IN Branch/Store 04/20/18 04:47:21 PM 4110 Meadowlark Ln SE Rio Rancho NM
	04/27	563.00	eDeposit IN Branch/Store 04/27/18 10:01:42 Am 4110 Meadowlark Ln SE Rio Rancho NM
		\$80,858.84	Total electronic deposits/bank credits
		\$80,858.84	Total credits

Debits**Electronic debits/bank debits**

Effective date	Posted date	Amount	Transaction detail
	04/02	2,975.65	< Business to Business ACH Debit - IRS Usatapytmt 040218 270849264630740 Sandoval Academy of Bi
	04/10	3,210.70	WT Seq119752 State of NEW Mexico /Bnf=Nmpsia-Monthly Payment Srf# Gw00000015091615 Trn#180409119752 Rfb# 69
	04/10	1,219.81	WT Seq120475 State of NEW Mexico /Bnf=Nmrhca-Monthly Payment Srf# Gw00000015091951 Trn#180409120475 Rfb# 70
	04/11	96.15	Client Analysis Srv Chrg 180410 Svc Chge 0318 000002504184363
	04/12	9,159.80	ACH Prep Origintn - Sandoval Academy - File 7878782339 Coid 1472254431
	04/13	218.58	< Business to Business ACH Debit - AFLAC Insurance 041118 J3T56877400 Sandoval Academy of
	04/16	9,943.68	< Business to Business ACH Debit - Nmerb Web Pay 180413 29303 Sandoval Academy of Bi
	04/16	2,820.97	< Business to Business ACH Debit - IRS Usatapytmt 041618 270850691314185 Sandoval Academy of Bi
	04/18	965.95	< Business to Business ACH Debit - Tax_Rev_Crs_Ecks Trd Pmnt 180416 xxxxx2512 Sandoval Academy of Bi
	04/20	34.40	< Business to Business ACH Debit - Tax_Rev_Wkc_Ecks Trd Pmnt 180418 xxxxx0736 Sandoval Academy of Bi
	04/26	9,159.80	ACH Prep Origintn - Sandoval Academy - File 7878782339 Coid 1472254431
	04/27	313.09	< Business to Business ACH Debit - State of NM Dws Ui Payment 1775239 Sandoval Academy of Bi
	04/30	2,820.97	< Business to Business ACH Debit - IRS Usatapytmt 043018 270852022386447 Sandoval Academy of Bi
		\$42,939.55	Total electronic debits/bank debits

< **Business to Business ACH:** If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Checks paid

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
569	1,050.00	04/25	606	278.00	04/19	612	667.00	04/19
601*	464.97	04/10	607	423.77	04/26	613	10.00	04/20
602	2,165.48	04/11	608	192.00	04/13	614	1,267.39	04/18
603	15,070.57	04/19	609	3,999.00	04/19	615	517.35	04/23
604	782.00	04/06	610	206.45	04/19	616	532.58	04/17
605	2,085.30	04/12	611	929.94	04/17	617	4,834.69	04/13

Checks paid (continued)

<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>
618	70.00	04/19	622*	920.00	04/27	623	4,826.25	04/27
620*	144.00	04/27						
\$41,436.74			Total checks paid					

* Gap in check sequence.

\$84,376.29 Total debits

Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
03/31	94,145.30	04/12	146,099.44	04/20	110,240.08
04/02	91,169.65	04/13	141,188.17	04/23	109,722.73
04/05	92,053.65	04/16	130,847.41	04/25	108,672.73
04/06	91,271.65	04/17	129,689.89	04/26	99,089.16
04/09	91,543.65	04/18	127,976.55	04/27	93,448.82
04/10	158,499.17	04/19	110,061.48	04/30	90,627.85
04/11	157,344.54				
Average daily ledger balance		\$111,268.37			

School District: PED
 Charter Name: Sandoval Academy of Bilingual Education
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Sandoval
 PED No.: 563-001

Previous Year Report ending date	6/30/2017 4/30/2018	OPERATIONAL FUND 11000	TEACHERAGE FUND 12000	TRANSPORTATION FUND 13000	INST. MATERIALS FUND 14000	FOOD SERVICES FUND 21000	ATHLETICS FUND 22000	NON-INSTRUCT. FUND 23000
Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.								
Total Cash Balance 6/30/2017	+OR-	(49,871.00)	0.00	0.00	6,296.91	0.00	0.00	4,965.76
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	654,132.33	0.00	0.00	2,389.06	13,806.80	0.00	11,048.49
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	604,261.33	0.00	0.00	8,685.97	13,806.80	0.00	16,014.25
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(557,186.09)	0.00	0.00	(898.07)	0.00	0.00	(7,185.28)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	47,075.24	0.00	0.00	7,787.90	13,806.80	0.00	8,828.97
<u>Other Reconciling Items</u>								
Payroll Liabilities	+	10,733.01	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	+OR-	(0.01)	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	57,808.24	0.00	0.00	7,787.90	13,806.80	0.00	8,828.97
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	(2,538.30)	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	55,269.94	0.00	0.00	7,787.90	13,806.80	0.00	8,828.97

School District: PED		PED Cash Report				County:	Sandoval	
Charter Name: Sandoval Academy of Bilingual Education		for 2017-2018 Fiscal Year				PED No.:	563-001	
Month/Quarter 4/30/2018								
		FEDERAL FLOWTHROUGH FUND 24000	FEDERAL DIRECT FUND 25000	LOCAL GRANTS FUND 26000	STATE FLOWTHROUGH FUND 27000	STATE DIRECT FUND 28000	LOCAL OR STATE FUND 29000	BOND BUILDING FUND 31100
Total Cash Balance 6/30/2017	=	(2,965.65)	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	10,943.51	0.00	0.00	0.00	0.00	0.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	7,977.86	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(10,516.16)	0.00	0.00	0.00	0.00	0.00	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	(2,538.30)	0.00	0.00	0.00	0.00	0.00	0.00
<u>Other Reconciling Items</u>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	(2,538.30)	0.00	0.00	0.00	0.00	0.00	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	2,538.30	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00

School District: PED		PED Cash Report for 2017-2018 Fiscal Year				County: PED No.:	Sandoval 563-001	
Charter Name: Sandoval Academy of Bilingual Education								
Month/Quarter 4/30/2018								
		PUBLIC SCHOOL CAPITAL OUTLAY 31200	SPECIAL CAPITAL OUTLAY LOCAL 31300	SPECIAL CAPITAL OUTLAY STATE 31400	SPECIAL CAPITAL OUTLAY FEDERAL 31500	CAPITAL IMPROV HB 33 31600	CAPITAL IMPROV. SB9- STATE 31700	CAPITAL IMPROV. SB9- LOCAL 31701
Total Cash Balance 6/30/2017	=	6,583.63	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	44,175.00	0.00	0.00	0.00	0.00	1,447.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	50,758.63	0.00	0.00	0.00	0.00	1,447.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(46,512.40)	0.00	0.00	0.00	0.00	(1,447.00)	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	4,246.23	0.00	0.00	0.00	0.00	0.00	0.00
<u>Other Reconciling Items</u>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	4,246.23	0.00	0.00	0.00	0.00	0.00	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	4,246.23	0.00	0.00	0.00	0.00	0.00	0.00

<div> <div>School District: PED</div> <div>PED Cash Report</div> <div>County: Sandoval</div> </div> <div> <div>Charter Name: Sandoval Academy of Bilingual Education</div> <div>for 2017-2018 Fiscal Year</div> <div>PED No.: 563-001</div> </div> <div> <div>Month/Quarter 4/30/2018</div> </div>								
		ENERGY EFFICIENCY 31800	ED. TECH EQUIP ACT 31900	PSCOC 20% FUND 32100	DEBT SERVICE FUND 41000	DEFERRED SICK LEAVE FUND 42000	ED TECH DEBT SERVICE FUND 43000	GRAND TOTAL ALL FUNDS
Total Cash Balance 6/30/2017	=	0.00	0.00	0.00	0.00	0.00	0.00	(34,990.35)
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	0.00	0.00	0.00	0.00	0.00	737,942.19
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	702,951.84
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	0.00	0.00	0.00	0.00	0.00	(623,745.00)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	0.00	79,206.84
<u>Other Reconciling Items</u>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	10,733.01
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	(0.01)
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	89,939.84
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	89,939.84

School District: PED
 Charter Name: Sandoval Academy of Bilingual Education
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

COUNTY: Sandoval
 PED No.: 563-001

B	C	D +	E +	F +OR-	G +OR-	H +	I	J +OR-
From Bank Statements				Adjustments to Bank Statement		Adjusted Bank Balance	Description	Adjustment Amount
Account Name/Type	Bank	Statement Balance	Overnight Investments	Net Outstanding Items (Checks) Deposits	Outstanding Interbank transfers		From line 12 Grand Total All	
Checking		90,627.85	0.00	(688.01)	0.00	89,939.84		0.00
		0.00	0.00	0.00	0.00	0.00		0.00
		0.00	0.00	0.00	0.00	0.00		0.00
Totals		90,627.85	0.00	(688.01)	0.00	89,939.84		89,939.84

0.00

Please provide Page 1 of each of your Bank Statement(s).

NOTE: Total Column H must
 equal total Column J

* PERMANENT CASH TRANSFERS/REVERSIONS (LINE 6)

Please identify all cash transfers and reversions
 per school district general ledger. Enter the name or fund
 number on the FROM FUND and TO FUND columns.
 Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
	0.00		
	0.00		
	0.00		

** OTHER RECONCILING ITEMS (LINE 8 & 9)

Please identify all reconciling adjustments
 per school district general ledger. Enter the name or fund
 number on the FROM FUND and TO FUND columns.
 Please list each transaction separately.

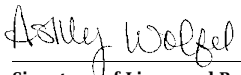
FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	(0.01)	11000	Rounding Error

*** TOTAL OUTSTANDING LOANS (LINE 11)

Please identify all outstanding loans
 per school district general ledger. Enter the name or fund
 number on the FROM FUND and TO FUND columns.
 Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	(2,538.30)	24000	Reimbursement Fund

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.


 Signature of Licenced Business Manager

5/3/18
 Date

Charter School Conference

1. General Conference Sessions

2. Sessions approved to meet annual governing body training requirements

Note: PEC Sessions Highlighted in Yellow (1 session each day of conference)

1st Session: A Conversation with Commissioners, Thursday, June 21, 2018
at 2pm

2nd Session: A Conversation with Commissioners, Friday, June 22, 2018 at
8:30am

DRAFT AGENDA

PED Public School Leadership Conference June 21-22, 2018								
Crowne Plaza Albuquerque								
Breakout Sessions for Day 1 - June 21								
Note: Room Assignments TBD								
	New Mexico Ballroom Plenary Sessions/Meals	Room: (40 persons max)	Room: (40 persons max)	Room: (50 persons max)	Room: (50 persons)	Room: (50 persons)	Room: (50 persons max)	Room: (60 persons max)
Registration: 7:30 - 8:30am								
Plenary Session/ Breakfast 8:30 - 9:20am	Welcome from Secretary of Education Christopher Ruszkowski							
Breakout 1: 9:30-10:20am		Understanding the New Charter Performance Review & Accountability System CSD Staff	Communicators, Creators and Critical Thinkers: Differentiation for ELs Elise Darwish, CEO, Ensemble Learning	Is Your School using Data to Drive Results? What to Look For Hannah Peria, PED	Eight Things Charter School Leaders Wish Their Boards Knew Brian Carpenter, PhD, FAFE, CFE	The 4Rs of Teacher Leadership: School Leaders Building the Capacity of Teacher Leaders to Transform Schools Whitnee Garrett-Walker, Oakland Unified School District	Charter School Finance Katie Rarick, EdTec	Panel Discussion: Leading For Equity
Breakout 2: 10:30-11:20am		Nutrition and Wellness as an Essential Building Block for Student Success Jimmie Thompson and Kendal Chavez, PED	Increasing Transparency: Complying with IPRA & FERPA Beverly Friedman, PED					
Plenary Session: Keynote Lunch	Brian Carpenter, PhD, FAFE, CFE							
Breakout 3: 1:00-1:50pm		Is it Time Yet? Considerations for Expanding and Growing for Impact Andee Hendee, Charter School Growth Fund	What is Personalized Learning? Kate Jarka, ALT School	Equity and the Common Core Laura Brinkman, Achievement Network	The Effective School Board: Leaving a Legacy That Matters Brian Carpenter, PhD, FAFE, CFE	Making Kids Sweat Adonius Lewis, Instructional Leadership Consultant	Critical Friends: Refining Reflective Practice through a Consultancy Process PED Priority Schools Bureau	Panel Discussion:- Serving All Students Well
Breakout 4: 2:00-2:50pm		Strategic Planning and Budgeting for Mission Driven Schools Chris Shropshire	Charter School Round Up: Weigh in on Current Rulemaking Julia Anderson, PED	A Conversation With Commissioners Public Education Commission				
Breakout 5: 3:00-3:50pm			Understanding Parental Rights for Students with Disabilities Deborah Dominguez-Clark & William Lusk- Claiborne, PED	Understanding Bilingual Education Program Requirements for Funding Mayra Valtierrez, PED	Charter School Board Financial Oversight: The BRIARS Method Brian Carpenter, PhD, FAFE, CFE	Building Buy In: Strategies for Engaging, Developing, and Managing Relationships with your Governing Board Carlisha Williams, Tulsa Legacy Charter	The 3 C's: Communication, Collaboration and Culture Elisabeth Peterson, PED	It's Up to You to Build a Path for Educator Talent to Your School Michael Moore, Urban Schools Human Capital Academy
Breakout 6: 4:00-4:50pm		Charter Working Group: Feedback on Proposed Enrollment Rule CSD Staff	Getting Your School's Onboarding Training Approved Laurel Pierce, PED	The Evolution of Teacher Leadership in New Mexico Alicia Duran & Isaac Rivas-Savell, PED		4 Ways to Get and Keep Students Engaged Jennifer Drawbond & Billy Campbell, 21st Century Charter School		Building Social Awareness through Restorative Practice Cynthia Soto & Staci Brown, Tulsa Legacy Charter School

Breakout Sessions for Day 2 - June 22, 2017

Note: Room Assignments TBD

Registration/ Breakfast 7:30 - 8:30am	General Sessions in Ballroom							
Breakout 1: 8:30 -9:20am		A Conversation With Commissioners (Repeat) Public Education Commission	Composed but Assertive: Respectfully setting limits in the Classroom Cynthia Soto & Staci Brown, Tulsa Legacy Charter School	Playbook for Effective Governance Jane Henzerling, PED	Fraud and Financial Mismanagement: The Anatomy of a Fraudster Rich Brody, PhD, CPA, CFE, CFF, CGMA, FCPA	For Teachers: Introducing the NM STEM READY Science Standards Yanira Vasquez, PED (Hour 1 for Leaders, hour 2 for teachers)	How to Submit Charter Amendments & Notifications Melissa Brown, PED	Panel Discussion - Connecting with Families
Breakout 2: 9:30-10:20am		Safe School Requirements and Best Practices Lisa Hecker, PED	Understanding and Using School Grades in the Era of ESSA Ashley Eden & Katie Poulos, PED		Eight things Charter School Leaders Wish Their Boards Knew (Repeat) Brian Carpenter, PhD, FAFE, CFE		Charter School Finance Katie Rarick, EdTec	
Breakout 2: 10:30-11:20am		Identifying, Assessing, Serving, and Monitoring English Learners Kirsi Laine, PED	Equity, Achievement and Success: Test- Taking Strategies & Environments for PreK- 3 using iStation Bonnie Murphy, Albuquerque Collegiate Charter School	For the Record: How to Protect Your School by Adhering to the OMA CSD Staff		For Leaders: Introducing the NM STEM READY Science Standards Yanira Vasquez, PED (Hour 1 for Leaders, hour 2 for teachers)		Developing Inclusive Leadership Goals for your Organization Dr. Lynnette Harris-Scott
Plenary Session: Lunch	JoAnn Mitchell, Principal Mission Achievement and Success Charter School							
Breakout 3: 1:00-1:50pm		Leveraging Human Capital to Achieve Equity for all Students Matt Montano, PED	Sustainable School and Family Partnerships Alicia Duran & Isaac Rivas-Savell, PED	Everything you Need to Know About Finding Facilities Steve Saltzman & James Ruggiero, SelfHelp Credit Union	Charter School Board Financial Oversight: The BRIARS Method (Repeat) Brian Carpenter, PhD, FAFE, CFE	Preparing for the New School Year: Getting Licensure and Background Checks Squared Away Rebecca Reyes, PED	No Excuses, Whatever It Takes: Closing the Achievement Gap Jennifer Peña, MAS	Setting the Foundation: Building Strong Relationships with Families Cynthia Soto & Staci Brown, Tulsa Legacy Charter School
Breakout 4: 2:00-2:50pm		Understanding the CSP Grant Katie Poulos, PED	Understanding the New Charter Performance Review & Accountability System CSD Staff	Getting Ready for the Bank: Budgeting for Facilities Steve Saltzman & James Ruggiero, SelfHelp Credit Union		Leveraging Your Literacy Data To Serve Struggling Readers Susan O'Brien, PED	Mindfulness in the Classroom Sierra Corriveau, Monte Del Sol Charter School	The State of Education Amanda Aragon, New Mexico Kids Can
Breakout 5: 3:00-3:50pm		Writing Competitive Applications for the CSP Grant Katie Poulos, PED	What to Expect and How to Prepare for Annual Charter School Site Visits CSD Staff	Executive Sessions: How and When to Use Them CSD Staff	What's the Board Got To Do With It? Employee Terminations & Discharges Carol Helms, Cuddy & McCarthy, LLP	Effective Lesson Planning Using Data Bianca Belmonte-Sapien 21st Century Charter School	PARCC Reports: Driving Instruction Melissa Hernandez & Gabe Martinez, PED	Instructional Practice and/or School Leadership

As of June 11, 2018

Session Recommended for Mixed Audience

Session Recommended for School Leaders

Session Recommended for Teachers

Session Approved for Governing Body
Member Annual Training Credit

DRAFT AGENDA

PED Public School Leadership Conference June 21-22, 2018								
Crowne Plaza Albuquerque								
Breakout Sessions for Day 1 - June 21								
Note: Room Assignments TBD								
	New Mexico Ballroom Plenary Sessions/Meals	Room: (40 persons max)	Room: (40 persons max)	Room: (50 persons max)	Room: (50 persons)	Room: (50 persons)	Room: (50 persons max)	Room: (60 persons max)
Registration: 7:30 - 8:30am								
Plenary Session/ Breakfast 8:30 - 9:20am	Welcome from Secretary of Education Christopher Ruszkowski							
Breakout 1: 9:30-10:20am		Understanding the New Charter Performance Review & Accountability System CSD Staff Organizational Performance (1 hour)	Communicators, Creators and Critical Thinkers: Differentiation for ELs Elise Darwish, CEO, Ensemble Learning	Is Your School using Data to Drive Results? What to Look For Hannah Peria, PED Academic Data (2 hours)	Eight Things Charter School Leaders Wish Their Boards Knew Brian Carpenter, PhD, FAFE, CFE Ethics and Responsibilities (2 hours)	The 4Rs of Teacher Leadership: School Leaders Building the Capacity of Teacher Leaders to Transform Schools Whitnee Garrett-Walker, Oakland Unified School District	Charter School Finance Katie Rarick, EdTec Fiscal Responsibility (2 hours)	Panel Discussion: Leading For Equity
Breakout 2: 10:30-11:20am		Nutrition and Wellness as an Essential Building Block for Student Success Jimmie Thompson and Kendal Chavez, PED	Increasing Transparency: Complying with IPRA & FERPA TBA Open Government (1 hour)					
Plenary Session: Keynote Lunch	Brian Carpenter, PhD, FAFE, CFE							
Breakout 3: 1:00-1:50pm		Is it Time Yet? Considerations for Expanding and Growing for Impact Andee Hendee, Charter School Growth Fund	What is Personalized Learning? Kate Jarka, ALT School	Equity and the Common Core Laura Brinkman, Achievement Network Academic Data (1 hour)	The Effective School Board: Leaving a Legacy That Matters Brian Carpenter, PhD, FAFE, CFE Organizational Performance (2 hours)	Making Kids Sweat Adonius Lewis, Instructional Leadership Consultant	Critical Friends: Refining Reflective Practice through a Consultancy Process PED Priority Schools Bureau	Panel Discussion:- Serving All Students Well
Breakout 4: 2:00-2:50pm		Strategic Planning and Budgeting for Mission Driven Schools Chris Shropshire	Charter School Round Up: Weigh in on Current Rulemaking Julia Anderson, PED	A Conversation With Commissioners Public Education Commission				
Breakout 5: 3:00-3:50pm		Organizational Performance (1 hour) Fiscal Responsibilities (1 hour)	Understanding Parental Rights for Students with Disabilities Deborah Dominguez-Clark & William Lusk- Claiborne, PED	Understanding Bilingual Education Program Requirements for Funding Mayra Valtierrez, PED	Charter School Board Financial Oversight: The BRIARS Method Brian Carpenter, PhD, FAFE, CFE Fiscal Responsibility (2 hours)	Building Buy In: Strategies for Engaging, Developing, and Managing Relationships with your Governing Board Carlisha Williams, Tulsa Legacy Charter	The 3 C's: Communication, Collaboration and Culture Elisabeth Peterson, PED	It's Up to You to Build a Path for Educator Talent to Your School Michael Moore, Urban Schools Human Capital Academy
Breakout 6: 4:00-4:50pm		Charter Working Group: Feedback on Proposed Enrollment Rule CSD Staff Organizational Performance (1 hour)	Getting Your School's Onboarding Training Approved Laurel Pierce, PED Organizational Performance (1 hour)	The Evolution of Teacher Leadership in New Mexico Alicia Duran & Isaac Rivas-Savell, PED		4 Ways to Get and Keep Students Engaged Jennifer Drawbond & Billy Campbell, 21st Century Charter School		Building Social Awareness through Restorative Practice Cynthia Soto & Staci Brown, Tulsa Legacy Charter School

Breakout Sessions for Day 2 - June 22, 2017

Note: Room Assignments TBD

Registration/ Breakfast 7:30 - 8:30am	General Sessions in Ballroom							
Breakout 1: 8:30 -9:20am		A Conversation With Commissioners (Repeat) Public Education Commission	Composed but Assertive: Respectfully setting limits in the Classroom Cynthia Soto & Staci Brown, Tulsa Legacy Charter School	Playbook for Effective Governance Jane Henzerling, PED	Fraud and Financial Mismanagement: The Anatomy of a Fraudster Rich Brody, PhD, CPA, CFE, CFF, CGMA, FCPA Ethics and Responsibilities (1 hour)	For Teachers: Introducing the NM STEM READY Science Standards Yanira Vasquez, PED (Hour 1 for Leaders, hour 2 for teachers)	How to Submit Charter Amendments & Notifications Melissa Brown, PED Organizational Performance (1 hour)	Panel Discussion - Connecting with Families
Breakout 2: 9:30-10:20am		Safe School Requirements and Best Practices Lisa Hecker, PED Organizational Performance (1 hour)	Understanding and Using School Grades in the Era of ESSA Ashley Eden & Katie Poulos, PED Academic Data (1 hour)	Ethics and Responsibilities (2 hours)	Eight things Charter School Leaders Wish Their Boards Knew (Repeat) Brian Carpenter, PhD, FAFE, CFE		Charter School Finance Katie Rarick, EdTec	
Breakout 2: 10:30-11:20am		Identifying, Assessing, Serving, and Monitoring English Learners Kirsi Laine, PED	Equity, Achievement and Success: Test- Taking Strategies & Environments for PreK- 3 using iStation Bonnie Murphy, Albuquerque Collegiate Charter School	For the Record: How to Protect Your School by Adhering to the OMA CSD Staff Open Government (1 hour)	Ethics and Responsibilities (2 hours)	For Leaders: Introducing the NM STEM READY Science Standards Yanira Vasquez, PED (Hour 1 for Leaders, hour 2 for teachers)	Fiscal Responsibility (2 hours)	Developing Inclusive Leadership Goals for your Organization Dr. Lynnette Harris-Scott
Plenary Session: Lunch	JoAnn Mitchell, Principal Mission Achievement and Success Charter School							
Breakout 3: 1:00-1:50pm		Leveraging Human Capital to Achieve Equity for all Students Matt Montano, PED	Sustainable School and Family Partnerships Alicia Duran & Isaac Rivas-Savell, PED	Everything you Need to Know About Finding Facilities Steve Saltzman & James Ruggiero, SelfHelp Credit Union Fiscal Responsibility (1 hour)	Charter School Board Financial Oversight: The BRIARS Method (Repeat) Brian Carpenter, PhD, FAFE, CFE	Preparing for the New School Year: Getting Licensure and Background Checks Squared Away Rebecca Reyes, PED	No Excuses, Whatever It Takes: Closing the Achievement Gap Jennifer Peña, MAS	Setting the Foundation: Building Strong Relationships with Families Cynthia Soto & Staci Brown, Tulsa Legacy Charter School
Breakout 4: 2:00-2:50pm		Understanding the CSP Grant Katie Poulos, PED	Understanding the New Charter Performance Review & Accountability System (Repeat) CSD Staff Organizational Performance (1 hour)	Getting Ready for the Bank: Budgeting for Facilities Steve Saltzman & James Ruggiero, SelfHelp Credit Union Fiscal Responsibility (1 hour)		Fiscal Responsibility (2 hours)	Leveraging Your Literacy Data To Serve Struggling Readers Susan O'Brien, PED	Mindfulness in the Classroom Sierra Corriveau, Monte Del Sol Charter School
Breakout 5: 3:00-3:50pm		Writing Competitive Applications for the CSP Grant Katie Poulos, PED	What to Expect and How to Prepare for Annual Charter School Site Visits CSD Staff	Executive Sessions: How and When to Use Them CSD Staff Open Government (1 hour)	What's the Board Got To Do With It? Employee Terminations & Discharges Carol Helms, Cuddy & McCarthy, LLP Ethics and Responsibilities (1 hour)	Effective Lesson Planning Using Data Bianca Belmonte-Sapien 21st Century Charter School	PARCC Reports: Driving Instruction Melissa Hernandez & Gabe Martinez, PED	Instructional Practice and/or School Leadership

As of June 11, 2018

Session Recommended for Mixed Audience

Session Recommended for School Leaders

Session Recommended for Teachers

Session Approved for Governing Body
Member Annual Training Credit



PUBLIC SCHOOL LEADERSHIP CONFERENCE

2018

LEADING FOR EQUITY: DELIVERING ON THE PROMISE OF HIGH QUALITY EDUCATION OPTIONS FOR NEW MEXICO FAMILIES

The New Mexico Public Education Department (PED) is pleased to host the 3rd Annual Public School Leadership Conference on June 21–22, 2018 at the Crowne Plaza in Albuquerque, New Mexico!

Charter educators will benefit by learning about effective and innovative charter leadership, instructional, and governance practices. In addition, participants will have the opportunity to learn more about various initiatives and programs impacting and supporting charters directly from PED bureaus. Please join us for two days of learning and networking with other public school charter educators!

FREE REGISTRATION - The first 100 registrants will receive a canvas conference bag! We welcome charter leaders, teachers, governing body members, and authorizers to attend!

Featured Keynote Luncheon Speakers:

JoAnn Mitchell, Founder & Principal, Mission Achievement and Success Charter School
 Brian Carpenter, PhD, FAFE, CFE, Author of *Charter School Board University*

Please use the following link to register for the conference:

<https://www.eventbrite.com/e/ped-public-leadership-conference-tickets-45698375070>

For Registration Questions: Erica Reyes, ereyes@swrecnm.org

For Conference Questions: Laurel Pierce, laurel.pierce@state.nm.us

Are you a New Governing Board Member and need to complete the introductory training? Register for the PED's 7-hour course on Friday, June 22, 2018: <https://www.eventbrite.com/e/ped-public-leadership-conference-governing-board-introductory-training-tickets-45702173431>

Update on New Charter School Applications

Three Applications Submitted by June 1, 2018

1. Endless Sky Academy (Bernalillo)
2. Raices del Saber Xinachtli Community School (Las Cruces)
3. Solare Collegiate Charter School (Albuquerque)

Update on New Charter School Applications Submitted by June 1, 2018

The table below identifies the 2018 New Application submissions CSD received on or before June 1, 2018 and provides information regarding the application process benchmarks for each of the submissions:

School Name	Grades Served	District	Date NOI Submitted to CSD	Proof of District Notice	Attended Training (offered but not required)				
					February 5	March 5	March 26	April 27	May 5
Endless Sky Academy	5-8	Bernalillo Public Schools	01/09/2018	Yes	Yes	Yes	No (illness)	Yes	Yes
Raíces del Saber Xinachtli Community School	K-5	Las Cruces Public Schools	01/09/2018	Yes	Yes	Yes	Yes	Yes	Yes
Solare Collegiate Charter School	5-8	Albuquerque Public Schools	01/05/2018	Yes	Yes	Yes	Yes	Yes	Yes

Applications for each school are posted on the PEC webpage at:

<https://webnew.ped.state.nm.us/bureaus/public-education-commission/archives-applications-renewals-nois/2018-new-applications/>

2018 NEW APPLICATIONS

[Home](#) / [Bureaus](#) / [Public Education Commission](#) /

Endless Sky Academy (grades 5-8)

Executive Summary | Application | Other Attachments
Appendices | Facilities | Budget: 910B5 | Budget: UCOA
Analysis | Final Recommendation | Meeting Transcript | Application Response

Raíces del Saber Xinachtli Community School (grades K-5)

Executive Summary | Application | Other Attachments
Appendices | Facilities | Budget: 910B5 | Budget: UCOA
Analysis | Final Recommendation | Meeting Transcript | Application Response

Solare Collegiate Charter School (grades 5-8)

Executive Summary | Application | Other Attachments
Appendices | Facilities | Budget: 910B5 | Budget: UCOA
Analysis | Final Recommendation | Meeting Transcript | Application Response

General Timeline of the New Application Process

- Peer Reviews of Applications are being conducted during the month of June, 2018.
- Capacity Interviews of the applicant teams will be held on July 2 and 3, 2018.
- Community Input Hearings with PEC are to take place during the week of July 16, 2018.
- Final recommendations will be provided to the PEC for their approval in August.

Proposed Dates for Community Input Hearings

The following locations have been tentatively reserved for the dates listed.

This schedule allows for travel to Las Cruces in the morning of July 18, an early afternoon hearing, and travel to Albuquerque. The Albuquerque and Bernalillo hearings would be the following day, July 19.

Raices del Saber Xinachtli Community School

Wednesday, July 18, 2018: Afternoon

New Mexico Farm and Ranch Heritage Museum (theater)
4100 Dripping Springs Road
Las Cruces, NM 88011

Solare Collegiate Charter School

Thursday, July 19, 2018: Morning

New Mexico Activities Association (large room)
6600 Palomas, NE
Albuquerque, NM 87109

Endless Sky Academy

Thursday, July 19, 2018: Afternoon

Bernalillo Town Hall (Council Chambers)
829 Camino Del Pueblo
Bernalillo, NM 87004