New Mexico Public Education Department Logo

**Permanent Change to Overall Instructional Hours Amendment Request Form**

**(Schools operating under Pre-2018 Contract only)**

The Charter Contract, was entered into by and between the New Mexico Public Education Commission, and **[SCHOOL NAME]**, effective **[DAY]** of **[MONTH]**, **[YEAR]**. **[SCHOOL NAME]** was approved for a **[YEAR TERM]** Charter Contract.

**[SCHOOL NAME]** Charter Contract currently states:

|  |
| --- |
| **LENGTH OF SCHOOL DAY:** |
| **LENGTH OF SCHOOL YEAR:** |

**[SCHOOL NAME]** requests consideration from the Public Education Commission (PEC) to change the terms of its Charter Contract, Section \_\_\_\_\_\_\_\_\_\_\_, as follows:

|  |
| --- |
| **OVERALL ANNUAL INSTRUCTIONAL HOURS:** |
| **FISCAL YEAR EFFECTIVE DATE:** |
| **CHANGE IN INSTRUCTIONAL HOURS:**    **INCREASE**    **DECREASE** |

**[SCHOOL NAME]** Permanent Change to Overall Instructional Hours amendment request is hereby submitted by, **[CHARTER SCHOOL REPRESENTATIVE]**, on **[DATE]**, and affirms the school meets the following eligibility criteria:

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Charter School Representative Signature Date

**[SCHOOL NAME’S]** Enrollment Cap amendment request was reviewed and voted upon by the Public Education Commission and is hereby:

APPROVED  DENIED

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair, Public Education Commission Date