New Mexico Public Education Department Logo

**Food or Transportation Services Notification Form**

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]** requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

|  |
| --- |
| Charter Contract currently states: |
| **ORIGINAL SERVICES OFFERED:** |
| Notifies the Public Education Commission, Section \_\_\_\_\_\_\_ of the school’s contract shall state beginning on: |
| **EFFECTIVE DATE OF CHANGE:** |
| **REQUESTED CHANGE TO SERVICES OFFERED:** |

**[SCHOOL NAME’S]** Food or Transportation Services Notification is hereby submitted by, **[CHARTER SCHOOL REPRESENTATIVE]**, on **[DATE]**, and affirms the school meets the following eligibility criteria:

If adding food or transportation services, notification must be submitted to the PEC within 30 calendar days of the change being implemented.

If terminating food or transportation services, notification must be submitted in time for the notification to appear on the PEC’s agenda prior to the change being implemented.

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

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Charter School Representative Signature Date

**[SCHOOL NAME’S]** Food or Transportation Services Notification was:

Approved  Denied

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Chair, Public Education Commission Date