

Finnie Coleman, Ph.D.
6109 Sierra Linda Ave. NW
Albuquerque, NM 87120

October 4, 2019

NM Public Education Commission
300 Don Gaspar Ave
Santa Fe, NM 87501

RE: ACES Technical Charter School Board of Finance Application

Dear Public Education Commissioners,

The ACES Technical Charter School Governing Board respectfully submits our request for approval to become a Board of Finance in the State of New Mexico. We have attached the required documentation and signatures as directed by the Charter School Division of the Public Education Department.

Please let me know if you have any questions or concerns regarding our request.

Thank you.



Finnie Coleman, Ph.D.
Proposed Founding Board Member
ACES Technical Charter School
coleman@unm.edu
(505) 277-6347

AFFIDAVIT OF FINANCIAL RECORD CUSTODIAN

STATE OF NEW MEXICO)

COUNTY OF BERNALILLO)

I, Michael J Vigil, [affiant] after being duly sworn, state:

1. I live in the City of Albuquerque__, County of Bernalillo_, 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) NMASBO
 - b) NM Certified Public Accountant Continuing Professional Education
 - c) NM State Auditor training
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
NM CPA License 3649	NM State Board of Accountancy	Renewed 9/30/2019 Issued 12/13/1990	Yes
NM Level II school business official	NM Public Education Department	Issued 07/01/2015 expires 06/30/2024	Yes
NM CPO-2015-S6745-00-154	NM General Services Department	Issued 11/02/2017	Yes

FURTHER AFFIANCE SAYETH NAUGHT.

[Signature]
[Signature of Affiant]

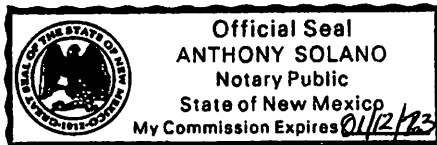
10/3/19
Date

MICHAEL J. VIGIL
[Print Name of Affiant]

VERIFICATION

The forgoing Affidavit of Financial Records Custodian was subscribed and sworn to before me, this 3 day of October, 2019.

[Notary Seal:]



[Signature]
NOTARY PUBLIC

My commission expires: Jan 12, 2023.

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

MICHAEL J. VIGIL

Effective from July 1, 2015 to June 30, 2024

Licensure Number: 320539

Hanna Sander

Secretary of Education

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the ACES Technical Charter School, located in Albuquerque, New Mexico.

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

We make this statement as part of ACES Technical 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 30 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE ACES TECHNICAL CHARTER SCHOOL GIVE THE FOREGOING STATEMENT THIS 4th DAY OF October, 2019.

1. 
[signature]


Stephanie D. McIVER
[print]

2. 
[signature]

Chelsea Gonzales
[print]

3. 
[signature]

FINNIE D. COCEMAN
[print]

4. 
[signature]

Cassandra Sims
[print]

5. 
[signature]

Leon Howard
[print]

Attach additional pages if membership exceeds five.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Stephanie D. McIver, after being duly sworn, state:

1. My name is Stephanie D. McIver, PhD and I reside in Albuquerque, New Mexico.
2. I am a member of the governing body of the ACES Technical Charter School in Albuquerque, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the ACES Technical Charter 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.

[Handwritten Signature]
[Signature]

October 3, 2019
Date

Stephanie D. McIver
[Print]

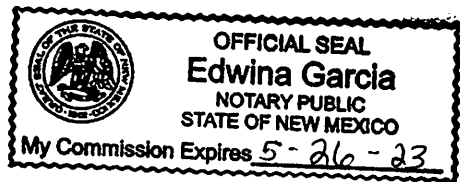
VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3rd day of Oct., 2019.

[Notary Seal:]

Edwina Garcia
NOTARY PUBLIC

My commission expires: May 26, 2023.



AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF Bernalillo)

I, Chelsea Gonzales, after being duly sworn, state:

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

2. I am a member of the governing body of the ACES Technical Charter School in Albuquerque, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the ACES Technical Charter 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.

Chelsea Gonzales DDS
[Signature]

10/3/19
Date

Chelsea Gonzales, DDS
[Print]


VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3 day of Sept, 2019.

[Notary Seal:]

Celina R. Espinoza
NOTARY PUBLIC

My commission expires: January 13, 2020.

 OFFICIAL SEAL
Celina R Espinoza
NOTARY PUBLIC - STATE OF NEW MEXICO
My Commission Expires: 01-13-2020

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Finnie D Coleman, after being duly sworn, state:

1. My name is FINNIE D Coleman and I reside in Albuquerque, New Mexico.
2. I am a member of the governing body of the ACES Technical Charter School in Albuquerque, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the ACES Technical Charter 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.

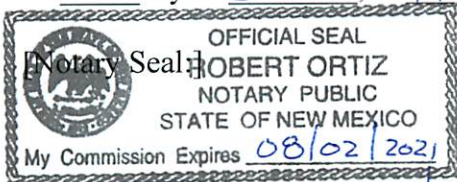
[Signature]
[Signature]

3 October 2019
Date

FINNIE D COLEMAN
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3rd day of October, 2019.



[Signature]
NOTARY PUBLIC

My commission expires: 08/02, 2021.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Cassandra Sims, after being duly sworn, state:

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

2. I am a member of the governing body of the ACES Technical Charter School in Albuquerque, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the ACES Technical Charter 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.

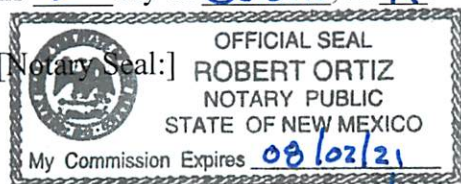
[Signature]
[Signature]

October 03, 2019
Date

Cassandra Sims
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3rd day of October, 2019.



[Signature]
NOTARY PUBLIC

My commission expires: 08/02, 2021.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Leon Howard, after being duly sworn, state:

- 1. My name is Leon Howard and I reside in Albuquerque, New Mexico.
- 2. I am a member of the governing body of the ACES Technical Charter School in Albuquerque, New Mexico.
- 3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
- 4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
- 5. I understand that as a member of the ACES Technical Charter 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.

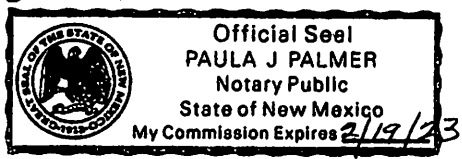
Leon Howard
[Signature]
Leon Howard
[Print]

10.4.19
Date

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 4th day of Oct, 2019.

[Notary Seal:]



Paula J. Palmer
NOTARY PUBLIC

My commission expires: February 19, 2023.

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 ACES Technical Charter School is adequately bonded and that ACES Technical Charter School is insured through Public School Insurance Authority.

Attached:

- Bonding Declaration from: Pom and Associates
[Name of institution or agency]

- Certificate of Insurance from: Pom and Associates
[Name of institution or agency]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/24/2019

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 Poms & Associates Insurance Brokers CA License #0814733 5700 Canoga Ave. #400 Woodland Hills CA 91367		CONTACT NAME: Risk Services PHONE (A/C, No, Ext): (800) 578-8802 FAX (A/C, No): (818) 449-9449 E-MAIL ADDRESS: rservices@pomsassoc.com															
INSURED New Mexico Public Schools Insurance Authority Member: ACES Technical Charter School 410 Old Taos Highway Santa Fe NM 87501		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : New Mexico Public Schools Insurance Authority</td> <td>N/A</td> </tr> <tr> <td>INSURER B : Safety National</td> <td>15105</td> </tr> <tr> <td>INSURER C : New Mexico Public Schools Insurance Authority</td> <td>N/A</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A : New Mexico Public Schools Insurance Authority	N/A	INSURER B : Safety National	15105	INSURER C : New Mexico Public Schools Insurance Authority	N/A	INSURER D :		INSURER E :		INSURER F :	
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INSURER D :																	
INSURER E :																	
INSURER F :																	

COVERAGES **CERTIFICATE NUMBER:** ACES Technical Charter Sc **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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Owners Contractors <input type="checkbox"/> Protective Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MOC NO. L0022	07/01/2019	07/01/2020	EACH OCCURRENCE \$ Tort Limit DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Tort Limit MED EXP (Any one person) \$ Tort Limit PERSONAL & ADV INJURY \$ Tort Limit GENERAL AGGREGATE \$ Tort Limit PRODUCTS - COM/OP AGG \$ Tort Limit MAXIMUM LIABILITY \$ 1,050,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			MOC NO. L0022	07/01/2019	07/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ Tort Limit BODILY INJURY (Per accident) \$ Tort Limit PROPERTY DAMAGE (Per accident) \$ Tort Limit MAXIMUM LIABILITY \$ 1,050,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	SP 4060618	07/01/2019	07/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
C	PROPERTY			MOC NO. P0022	07/01/2019	07/01/2020	Building Deductible: PER SCHEDULE Contents Deductible: ON FILE

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

Self-Insured Retention for Liability and Property is \$750,000. Self-Insured Retention for Workers' Compensation is \$1,000,000. See attached New Mexico Tort Claims Act Section 41-4-19: Maximum Liability Summary.

Evidence of Insurance.

CERTIFICATE HOLDER **CANCELLATION**

Evidence of Insurance	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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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Poms & Associates Insurance Brokers		NAMED INSURED New Mexico Public Schools Insurance Authority	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance: Notes

Summary of New Mexico Tort Claims Act Section 41-4-19: Maximum Liability
 Governmental entities and agencies, including public schools, public charter schools and community colleges and universities are granted immunity from liability.
 Commercial General Liability
 Products and Completed Operations
 Professional Liability
 Contractual Liability
 Imposed by New Mexico Tort Claims Act [NMSA 1975 §41-4-1 through 41-4-29]
 \$400,000 Bodily Injury Per Person
 \$200,000 Property Damage Per Property Address
 \$300,000 Medical
 \$750,000 Per Occurrence
 \$1,050,000 Combined Limit/Maximum Liability