

# **NEW MEXICO PUBLIC EDUCATION COMMISSION**

## **Summary Minutes for Public Education Commission (PEC) Work Session**

### **Thursday, September 17, 2020**

#### **CALL TO ORDER**

Chair Patricia Gipson called the PEC Work Session to order at 9:05 a.m. using a Zoom Webinar.

#### **Commissioners in Attendance:**

Commissioner Patricia Gipson, PEC Chair, District 7, Las Cruces  
Commissioner Trish Ruiz, PEC Vice Chair, District 9, Hobbs  
Commissioner Karyl Ann Armbruster, PEC Secretary, District 4, Los Alamos  
Commissioner R. Carlos Caballero, District 1, Albuquerque  
Commissioner David Robbins, District 2, Albuquerque  
Commissioner Glenna Voigt, District 3, Albuquerque  
Commissioner Georgina Davis, District 5, Aztec  
Commissioner Sonia Raftery, District 8, Roswell  
Commissioner Michael Chavez, District 6, Deming, joined at approximately 11:00 am

#### **Commissioners Absent:**

Commissioner Tim Crone, District 10, Espanola

#### **Also Present:**

Karen Woerner, Deputy Director, PED Charter Schools Division (CSD)  
Ami Jaeger, PEC Attorney  
Mark Chaiken, PEC Attorney  
Megan Maestas, PED Charter Schools Division  
Missy Brown, PED Charter Schools Division  
Dolores Archuleta, PED Charter Schools Division  
Debbie Dolbow, PED Charter Schools Division  
Melissa Sanchez, PED Charter Schools Division

#### **WORK SESSION AGENDA**

##### **1. Charter School Foundation Policy/Form**

The PEC discussed the need for the current policy and form to be updated/modified to include the language “no employees shall serve as a member of the foundation board nor be employed by the foundation”.

##### **2. Head Administrator Policy Amendment Policy/Form**

Discussions on “sharing” of head administrator duties and newly designated head administrators, in some cases, not being on campus full time. There should be an assurance that the designated head administrator works fulltime at the school. The NMPED School Administrator license for the incoming Head Administrator should be provided when the head administrator change form is submitted. It is not prohibited for a head administrator to teach or have other duties on campus. Policy shall include “The school is required to have a full-time, licensed Head Administrator on campus; full-time may include other duties at the school.” Form shall include a box “The Head Administrator is a full-time, NMPED licensed School Administrator on campus; full-time may include other duties at the school.”

##### **3. Items on Site Visit Check List**

Are there any policies right now that we think need to be updated? Schools were notified last year that Background Check and Attendance for Success Policies would be rated this school year. CSD discussed current Organizational Performance Framework site visit check list with PED. The Equity Council and

Culturally and Linguistically Responsive (CLR) Framework requirements were discussed and added at 2.b.. Diabetes Management Plan shall be added to the check list under 5c “Is the school complying with all health and safety requirements?”, as well as adding the school’s policy on bullying in section 4.a “Is the school protecting the rights of all students?”. The PED is trying to move tools to the NM DASH Platform to make that a portal for schools. The division is working to move the PEC Monitoring Tools from Web-EPSS to NM Dash, hopefully by next school year. Commissioner Caballero requested that all acronyms in the checklist be defined.

#### **4. Assurance Review**

Most schools have been approved or conditionally approved. Deputy Director Woerner reviewed the tracker that showed which schools were approved and when. One school has not yet been approved nor conditionally approved. Chairwoman Gipson stated there may be a need to do a letter of concern to the school if the assurances are not approved soon. The HVAC system and MERV filters were issues for a majority of schools. The guidance is for schools to upgrade to the highest MERV rating permitted for their existing equipment, with a goal of MERV-13 where possible.

#### **5. Attendance for Success Act**

The Chair discussed how complaints on State Charter Schools need to be followed by the school’s outlined grievance policy. The PEC/PED should be last in the chain to be contacted. Chair noted that the Special Education complaint form is not easily located. The complaint process and guidance regarding what issues should be brought to the PEC will be discussed at the October work session.

The Chair discussed how the Attendance for Success Act was introduced at site visits last year and indicated that schools have expressed to her that they are confused regarding what they need to be doing to be in compliance with this Act. CSD staff noted that the pandemic change how this act is carried out and/or fulfilled and guidance is available on the NMPED Safe and Healthy Schools’ web pages. The Chair asked about the differences between the Attendance for Success Act and the previous compulsory attendance laws. Deputy Director Woerner went over the Act and highlighted the changes for the Commissioners. CSD will be reviewing school’s Attendance for Success Act policy at site visits to make sure they are in compliance. The school’s progressive tier intervention and implementation will also be reviewed.

### **ADJOURN**

No votes were taken by Commissioners during this work session.

The work session was adjourned at 12:09 p.m.

Submitted by Dolores Archuleta, CSD Technical Assistance Coordinator

