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Public Notice

For Immediate Release: December 21, 2020

2021 Deadline for Letters of Intent for Establishing New Charter Schools in New Mexico

Anyone wishing to open a new charter school in New Mexico is required to file a Notice of Intent (NOI) on or before the close of business (5:00 p.m.) on the second Tuesday in January (Jan. 12, 2021). The Notice of Intent must be submitted to both the New Mexico Public Education Commission (PEC) through the Public Education Department (PED) and to the district superintendent where the charter school is proposed to be located. Failure to provide the required written notice could result in the application not being accepted.

The NOI should be sent to the PEC in care of Options for Parents and Families Division (charter.schools@state.nm.us), 300 Don Gaspar – Room 301, Santa Fe, New Mexico, 87501. Applicants must check with individual school districts for where the second NOI will be sent.

The Notice of Intent form can be accessed on the PED Public Education Commission website under the New Charter Schools Application section: <https://webnew.ped.state.nm.us/bureaus/public-education-commission/policies-and-processes/new-charter-schools-application/>

NOTE – A LOCAL DISTRICT AUTHORIZER MAY ACCEPT OR EVEN REQUIRE A DIFFERENT FORM FOR THE NOI. IT IS THE APPLICANT'S RESPONSIBILITY TO CONTACT THE LOCAL DISTRICT TO DETERMINE IF THE NEW PEC NOI FORM IS ACCEPTABLE TO THE LOCAL AUTHORIZER.

The Notice of Intent is the first step in acquiring either a state or district charter. Subsequent steps include training and completion of the application.

The PEC Charter School Initial Application will be released in early 2021. New-applicant trainings are planned to be provided by the PED-Charter Schools Division monthly from January through May of 2021. <https://webnew.ped.state.nm.us/bureaus/options-parents-families/charter-schools/trainings-offered/>

Completed applications will be due in early June. While Notices of Intent must be sent to both the school district and the PEC, applications will be submitted to either a school district in which the charter school is to be located or to the PEC – not both.

Completed applications for new charter schools must be received by the local district or the PEC by the close of business on June 3, 2021, to be considered to begin operating in the following fiscal year (July 1, 2022-June 30, 2021). All applications to the PEC must be submitted according to the process outlined in the CSD trainings and the application kit.

Summary of deadlines:

- Jan. 12: Notice of Intent
- January-May: New applicant trainings
- June 3: Completed application received

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