

## January 14, 2021 PEC WORK SESSION TOPICS

**9:00 am** – Orientation for New Commissioners; Other Commissioners are welcome to attend and encouraged to do so if they need more information on using DocuSign.

- **Introduce Options for Parents and Families/Charter Schools Division (CSD) Staff**  
Organization Chart provided
- **Reimbursements for PEC Meetings, including per diem and mileage regulations**  
New Mexico Department of Finance and Administration (DFA) Regulations Governing the Per Diem and Mileage Act provided
- **DocuSign** – how to use DocuSign to sign and submit reimbursement forms
- **SharePoint** – how to access PEC materials via SharePoint  
All materials are posted on the [PEC meeting web page](#) this month also.
- **Other information from PEC/PED/CSD**

**11:00 am**

- **Review of PEC Rules of Procedure**  
PEC Rules of Procedure provided
- **Refresher on Meeting and Compliance issues**  
<https://www.nmag.gov/publications.aspx>
  1. Government Conduct Act Compliance Guide 2015 provided
  2. Open Meetings Act Compliance Guide 2015 provided  
Note: The Open Meetings Resolution for PEC will be voted on at the meeting on Friday.  
See agenda item #8.
  3. Inspection of Public Records Act (IPRA) Compliance Guide 2015 provided
- **PEC Request for Cell Phones**
- **Revision to Grade Level Change Amendment Request**  
Please see materials for meeting agenda item #11  
Proposed revision includes, but is not limited to correcting the wording of when a school is not required to submit curriculum. See yellow highlighted section of the policy provided (11.2)
- **Revisions to the New Charter School Application**  
Please see materials for meeting agenda items #9  
Items to consider may include, but are not limited to addressing learning gaps due to COVID; remote learning options; social emotional learning; and addressing needs of homebound students
- **Revisions to the Charter Contract**  
Please see materials for meeting agenda items #10
- **Revisions to the Renewal Application**  
Please see materials for meeting agenda item #12  
Items to review may include, but are not limited to addressing learning gaps due to COVID, remote learning options, and social emotional learning