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SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

February 14, 2022

MEMORANDUM

TO: State Charter School Leaders

FROM: Corina Chavez, Charter Schools Division Director

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CC

RE: 2021-22 Annual Charter School Monitoring

The Charter Schools Division (CSD) of the Public Education Department (PED) will begin its annual site visits to state charter schools this month, in accordance with the New Mexico Public Education Commission (PEC)'s Charter Performance Review and Accountability System, to collect data and provide technical assistance to state chartered schools.

Documentation from site visits and desktop monitoring lead to an Annual Performance Report for each state charter-based on the PEC [Performance Framework](#), after verification of school data and evidence of progress toward meeting performance indicators. The Annual Performance Reports are finalized in the fall.

CSD staff will conduct in-person site visits to all state charter schools if possible, with the exception of virtual schools, whose visits will be conducted virtually, and schools that received a renewal site visit earlier this school year.

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A CSD team lead will be assigned to each state charter school. The team lead will contact the school leader and governing board chair to schedule the site visit, provide access to a secure Google folder for monitoring documents, and facilitate the monitoring process.

To prepare for the site visit, please review your contract, the performance framework and the attached Monitoring Protocol. CSD staff will be available to answer questions about the monitoring process at the Charter Voice meeting on February 15, 2022, at 3:00 p.m., and by appointment.

Encl.: 2021-22 Charter Schools Division Monitoring Protocol

cc: Dr. Vickie C. Bannerman, Deputy Secretary of Identity, Equity and Transformation