

May/July Amendment document review

AMENDMENT REQUESTS, PROCESS AND FORMS

<https://webnew.ped.state.nm.us/bureaus/public-education-commission/policies-and-processes/amendment-request/>

Document Number	Doc Order	Existing Document	Rachel Stofocik	CSD Comments	New Proposed Forms	PEC Approval or Consent Calendar
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CHANGE IN KEY SCHOOL OPERATION

1.1	30-31	2 docs	Change in School Name or Charter Mission	Consider clarifying or combining.		One document 30-31 and 66-67	PEC Approval, can put minor changes or name change on the consent calendar
	66-67	2 docs	School Name Change			One document 30-31 and 66-67	PEC Approval
1.2	20-22	3 docs	Educational Program	Consider clarifying or combining.		One document	PEC Approval
1.3	26-29	3 docs	Enrollment Cap	Consider clarifying or combining.		One document and 26-29 combined with 32-34	PEC Approval
	32-34	3 docs	Grade Level Change			One document and 26-29 combined with 32-34	PEC Approval
1.4	52-53	2 docs	PF Academic Goal	Consider simplifying.		One document	PEC Approval

CHANGE IN PERSONNEL OR PARTNERS

2.1	41-47	7 docs	Head Admin, GC Member or Charter Representative Change	Consider simplifying.		One document	Consent calendar unless 3rd change or more in a school year
2.2	23-25	3 docs	Business Manager or Procurement Office	Consider clarifying or combining.		One document	Consent calendar unless 3rd change or more in a school year
2.3	37-38	2 docs	Governing Body By-Laws	Only minor considerations.		One document	Consent calendar unless 3rd change or more in a school year
2.4	56-57	2 docs	Membership of Foundation of Component Unit	Consider simplifying.		One document	Consent calendar unless 3rd change or more in a school year
2.5	58-59	2 docs	Non-Profit Foundation or Component Unit	Consider simplifying.		Combined into one	Consent calendar unless 3rd change or more in a school year

FACILITY

3.1	50-51	2 docs	Lease Term or Facility Ownership	Consider simplifying.		One document	PEC Approval
3.2	64-65	2 docs	School Relocation or Additional Square Footage	Consider simplifying.		One document	PEC Approval

Removing forms

15-17	3 docs	Additional Programing for New School Populations	Consider clarifying or combining.		Unclear the purpose of the form.
18-19	2 docs	Admission or Lottery Policies or Procedures	Consider clarifying or combining.		Remove. Schools need to meet the policy requirements.
35-36	2 docs	Food or Transportation Services	Consider clarifying or combining.		One docment (not needed?)

48-49	2 docs	Permanent Change in Instructional Hours	Consider simplifying.		Is this needed? Schools report instructional hours and have to meet minimum.
54-55	2 docs	Liability Insurance Coverage	Consider simplifying.		This is required by law and schools have to use NMPSIA
	No docs	New School			NONE TO FIX
60-61	2 docs	Pre-Kindergarten Early Childhood Program	Consider simplifying.		NONE NEEDED

62-63	2 docs	School Closure			Policy is better place
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