

**Head Administrator or Charter Representative
Change Amendment Form**

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [], hereafter "the School", effective [] of [], []. The School was approved for a [] Charter Contract.

The School requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

CHANGE OF:	HEAD ADMINISTRATOR	CHARTER REPRESENTATIVE	BOTH
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Charter Contract currently states:

ORIGINAL INDIVIDUAL ON FILE:

The School requests the Public Education Commission approve the following: changes to the charter contract


EFFECTIVE DATE OF CHANGE:

NEW INDIVIDUAL ON FILE AND CONTACT INFORMATION:

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Head Administrator or Charter Representative Change Amendment is hereby submitted by [] on [], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted to the PEC within 30 days of the change being communicated or implemented; and
- The school's governing board is in compliance with all reporting requirements.



Charter School Representative Signature _____
Date

The School's Head Administrator or Charter Representative Change Amendment was:

- Approved Denied

Chair, Public Education Commission _____
Date

Tierra Adentro: The New Mexico School of Academics, Arts & Artesanía (TANM)
1781 Bellamah Ave NW
Albuquerque NM 87104
February 10, 2022
Agenda/Minutes

Notice is hereby given that the Governing Council of TANM's Regular Meeting will begin at 5:00pm.

The meeting will take place via Zoom at:

<https://us04web.zoom.us/j/71032441464?pwd=nvVb-eZxchypxyDv6tSniPXrc3Hu7B.1>

(US) +1 443-499-3338 (PIN: 768158397)

AGENDA /Minutes

I. Call to Order for Regular Meeting:

5:01pm Meeting called to order

II. Roll Call for Quorum:

Present: Sandy Martinez, Carol Crawford, Liz Marshall, Ted Baca

Not Present: Donna Jewell, Dan Silva

III. Approval of Agenda (Action)

- a. **Motion: Carol Crawford**
- b. **Second: Sandy Martinez**
- c. **Vote: Approved Unanimously**

IV. Approval of the January 13, 2022 GC Meeting Minutes (Action)

- a. **Motion: Ted Baca moves that we table the approval of the minutes.**
- b. **Second: Carol Crawford**
- c. **Vote: Approved Unanimously**

V. Approval of the January 27, 2022 Special Meeting Minutes

- a. **Motion: Carol Crawford**
- b. **Second: Sandy Martinez**
- c. **Vote: Approved Unanimously**

VI. Public Comment: Various TANM teachers spoke regarding a proposal to change policy. Azizah Michalski spoke on behalf of Sarah Hartshorn regarding compensation for substitution during teacher's prep hours. Ms. Michalski says that they would like to begin the process to review policies regarding teacher's compensation for subbing in classrooms. Ted Baca suggested that the teacher's put their proposal into a written format to be added to the agenda for the next GC meeting. Theresa Archuleta requested that it be postponed until the budget for next year is presented to TANM. Azizah understood this request. It was discussed how substitution funding was determined at present. Theresa Archuleta commented how APS and TANM are not comparable in their substitution policies, and at present TANM teachers are not carrying an equal caseload to APS FT schedules. The budget will need to be reviewed and policies addressed for the following school year and accounting for lower enrollment numbers. Budget numbers may start to come in as soon as April. Alisa Alba stated that she would also like to discuss sick-leave. The issues she is brought forth is using sick-leave during quarantine and the option to teach remotely. She cited various incidents from April 2021 forward and compliance to the tool-kit where teachers used personal sick leave that varied. She requested policy be put in place that is consistent and equitable. She also requested that teachers willing to work from home under quarantine conditions be allowed to do so rather than having to use their sick-leave. Sarah Smith followed Ms. Alba's discussion, and cited her own experience and that she would also like some consistency. Theresa Archuleta states that she agreed there has been a lot of changes in policy through the pandemic from directives as the pandemic evolved and changed. She said that she also has referred to the school lawyer regarding sick-leave policy and he stated that TANM had a very fair policy in place. She also stated that the faculty signed the Covid policy in the teacher's handbook. Ms. Archuleta discussed a variety of ways the Directors have been supporting the teachers. Ms. Alba stated the sick-

leave and teaching from home remotely are the two issues not addressed in the tool-kit. She would like to see policy change where teachers are able to teach remotely when quarantining if they choose without using sick-leave. Veronica Torres said that teachers at present are allowed to Zoom from home. Rebekkah Leyva stated she wants to keep TANM attractive and support the entire community. She expressed that she would like to find an avenue for consistency in policy as well.

VII. Approval of the TANM Administration Structure for SY2022-23 (Action) The TANM Administration is requesting from the GC to approve the structure of the TANM Administration to consist of an Executive Director and a Principal.

- a. **Motion: Carol Crawford**
- b. **Second: Ted Baca**
- c. **Vote: Approved Unanimously**

VIII. Report from TANM Foundation and TANM Facilities Committee (TANM Foundation Board) The TANM Foundation will be giving a report on facilities and financing.

-Ted Baca commented that we borrowed funds that are restricted funds, and asked why. Theresa Archuleta described the process with Clearinghouse. Refinancing was discussed, but pre-payment penalty fees are an issue. Carol Crawford requested what the penalty figure is, and if it's actually allowed in New Mexico. Theresa Archuleta said she would provide her that information.

IX. Finance Report (Vigil Group) The finance report will consist of an overview of the school's revenue, expenditures, overdue invoices, and the overall financial health of the school.

X. BARS (Action) (Vigil Group) The Budget Adjustment Requests will consist of requested adjustments to the budget.

- 518-000-2122-0023-IB
- 518-000-2122-0024-I
- 518-000-2122-0026-I
- 518-000-2122-0027-M
- 518-000-2122-0028-M
- 518-000-2122-0029-M
- 518-000-2122-0030-M
- 518-000-2122-0031-I
- 518-000-2122-0032-I
- 518-000-2122-0033-IB
- 518-000-2122-0034-T

- a. **Motion: Carol Crawford**
- b. **Second: Liz Marshall**
- c. **Vote: Approved Unanimously**

XI. TANM Administrative Report (TANM Administration) The Administrative Report will consist of the following areas:

- a. Enrollment
- b. NIF/TANM Meeting Minutes
- c. Important Dates
- d. Miscellaneous

XII. Next Regular Meeting, Thursday, March 10, 2022, 5pm

-Next meeting will be hybrid

XIII. Adjournment:

Approved: Carol Crawford Date: 3/10/2022

STATE OF NEW MEXICO



*In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure
this*

LEVEL THREE-B PRE K-12 ADMINISTRATIVE LICENSE

is issued to

VERONICA LYNN TORRES

Effective from July 1, 2020 to June 30, 2025

Licensure Number: 267486

Ryan Stewart

Secretary of Education

STATE OF NEW MEXICO



*In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure*

this

LEVEL THREE-A INSTRUCTIONAL LEADER PRE K-12 SPECIALTY AREA LICENSE

With Endorsement in Performing Arts

is issued to

VERONICA LYNN TORRES

Effective from July 1, 2020 to June 30, 2029

Licensure Number: 267486

Ryan D. Torres

Secretary of Education

STATE OF NEW MEXICO



*In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure*
this

LEVEL THREE-A INSTRUCTIONAL LEADER 6-12 SECONDARY LICENSE

With Endorsement in Performing Arts

is issued to

VERONICA LYNN TORRES

Effective from July 1, 2020 to June 30, 2029

Licensure Number: 267486

Ryan Steward

Secretary of Education

STATE OF NEW MEXICO



*In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure
this*

LEVEL THREE-A INSTRUCTIONAL LEADER K-8 ELEMENTARY LICENSE

With Endorsement in Performing Arts

is issued to

VERONICA LYNN TORRES

Effective from July 1, 2020 to June 30, 2029

Licensure Number: 267486

Lynn Steiner

Secretary of Education