

Head Administrator or Charter Representative Change Notification Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission, and **[RAICES DEL SABER XINACHTLI COMMUNITY SCHOOL]**, hereafter "The School", effective **[30]** of **[JUNE]**, **[2022]**. The School was approved for a **[5 year term]** 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**

Charter Contract currently states:

ORIGINAL INDIVIDUAL ON FILE: Julia Rivera-Tapia

Notification to the Public Education Commission, Section _____ of the school's contract shall state:

EFFECTIVE DATE OF CHANGE: June 30, 2022

NEW INDIVIDUAL ON FILE AND CONTACT INFORMATION: Starting in July 1st, 2022

Interim Head Administrator

Michael Brewer:
micbrew1991@icloud.com
(575) 635- 6993

The School's Head Administrator or Charter Representative Change Notification is hereby submitted by, **[HOLAYA PONCE-ACOSTA]**, on **[JUNE 29, 2022]**, and affirms the school meets the following eligibility criteria:

Notification must be submitted to the PEC within 30 days of the change being communicated or implemented.

The school's governing board is in compliance with all reporting requirements.

DocuSigned by:

HOLAYA PONCE-ACOSTA

6/29/2022

Charter School Representative Signature, Governance Board Chair Date

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

Approved Denied

Chair, Public Education Commission

Date

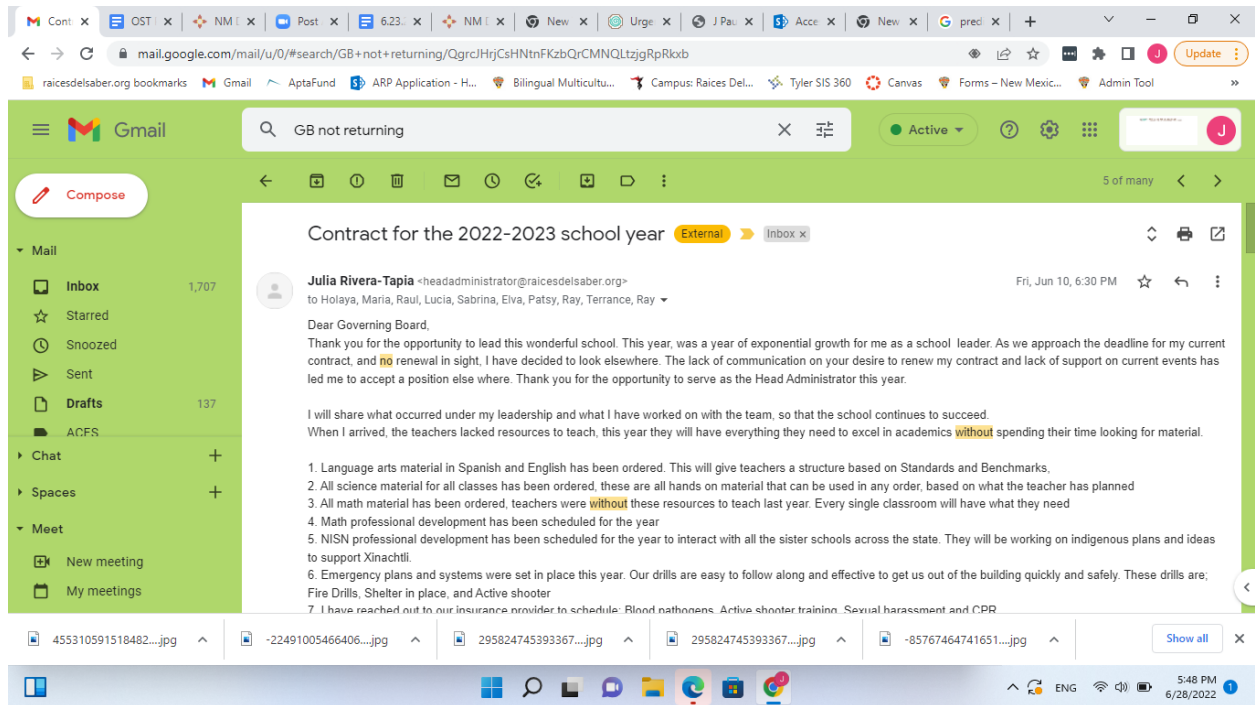
June 28th, 2022

Mrs. Ponce-Acosta,

I am writing this letter to let you know my last day at Raices will be June 29th. I gave notice on June 10th to the entire Governing Board. I am completing my contract, I did not resign.

Please see the screenshot to see who was informed and when.

I want to Thank you for your guidance and opportunity to grow as an educator, a Mexican-American learning more about her roots, and a Leader.



Respectfully,

Julia Rivera-Tapia

Certification of Board Vote

Highlight and replace all capitalized text below.

Certificate Of Governing Body Vote

This document certifies that on **June 25, 2022**, at **5:00 p.m.** a meeting of the Governing Body of **Raíces del Saber Xinachtli Community School**, a New Mexico public charter school, was held at a **Virtual Recorded Zoom Meeting due to COVID concerns**. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted **four (4)** in favor and **one (1)** abstained to Approve a contract with **Michael Brewer** to serve as Interim Head Administrator **beginning July 1, 2022**, until such time as a permanent head administrator has been identified, contingent upon a satisfactory background check.

The members voting in favor were: Holaya Ponce-Acosta, Maria Luisa Gonzalez, Ray Reich, and Sabrina Zamora.

The member abstaining to vote due to training requirements was Aldair Márquez

I, the undersigned, certify that this is a true copy.

DocuSigned by:

HOLAYA PONCE-ACOSTA

Signature of Individual Authorized To Certify the Vote (Secretary or Other Officer)

Holaya Ponce-Acosta

Governance Board Chair

June 29, 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

MICHAEL WADE BREWER

Effective from July 1, 2020 to June 30, 2025

Licensure Number: 220717

Ryan Stewart

Secretary of Education