

Business Manager or Procurement Officer Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission

[Explore Academy], hereafter "the School", effective [01] [July], [2019]

The School was approved for a [FIVE-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: ☒ BUSINESS MANAGER ☐ CPO ☐ BOTH

Charter Contract currently states:

CURRENT BUSINESS MANAGER OR PROCUREMENT OFFICER: Justine Vigil, The Vigil Group

Requests the Public Education Commission approve Section Attachment E of the School's contract to read

EFFECTIVE DATE OF CHANGE: July 1, 2022

REQUESTED CHANGE TO BUSINESS MANAGER OR PROCUREMENT OFFICER AND CONTACT INFORMATION :

Nancy Holmquist, nancy.holmquist@explore.academy, 505-514-9057

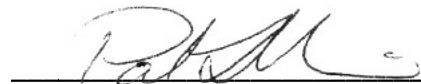
Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Business Manager or Procurement Officer Amendment is hereby submitted by

[Patrick Molina] on [8/11/2022], 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

August 11, 2022

Date

The School's Business Manager or Procurement Officer Amendment was:

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

AFFIDAVIT OF FINANCIAL RECORD CUSTODIAN

STATE OF NEW MEXICO)

COUNTY OF Bernalillo)

I, Nancy L. Holmquist, [affiant] after being duly sworn, state:

1. I live in the City of Albuquerque, County of Bernalillo, New Mexico.

2. In accordance with 6.80.4.16 NMAC, I agree to accept the responsibility of keeping the financial records of the charter school and recognized that I am in charge of maintaining public funds with fidelity and in accordance to public finance laws, rules and regulations.

3. I have completed the following training in the maintenance of financial records:

- a)
- b)
- c)

4. Attached is a certificate of insurance that indicates that I am adequately bonded to take this responsibility.

5. I have earned the following certificates, licensures and/or degrees:

Certificate, licensure or degree	Educational Institution	Date	Current Yes/No
SS/BA	Univ of Phoenix	11/2002	
NM PED License	#354479ma Exp 6/30/2024 354479		Yes

FURTHER AFFIANCE SAYETH NAUGHT.

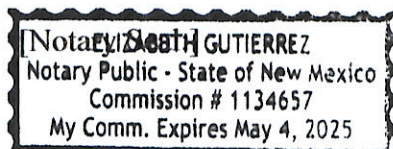
Nancy L. Holmquist
[Signature of Affiant]

9/6/2022
Date

Nancy L. Holmquist
[Print Name of Affiant]

VERIFICATION

The forgoing Affidavit of Financial Records Custodian was subscribed and sworn to before me, this 6th day of Sept, 2022.



[Signature]
NOTARY PUBLIC

My commission expires: May 4, 2025.

Licensee Review

Back

Print

User Information

Applicant Id 135013	First Name NANCY LYNN	Middle Name	Last Name HOLMQUIST	District	License Number 354479
SSN	DOB 09/25/1960	Address 13416 DURANT AVE NE, ALBUQUERQUE, NM, 87112	Phone Number 5055149057	Former Name / Nick Name	EmailAddress
Background Status ClearExpired	Background Status Update Date 01/30/2013	Investigation Status			

Existing Licenses

Existing Licenses							
Show	10	entries					Search: <input type="text"/>
License Type	Status	Effective Date	Expiry Date	Status Updated Date	License Level Code	Endorsements	
SCHOOL BUSINESS OFFICIAL	ISSUED	07/01/2015	06/30/2024		LEVEL TWO		
Showing 1 to 1 of 1 entries							First Previous 1 Next Last



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
8/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER Poms & Associates Insurance Brokers CA License #0814733 5700 Canoga Ave. #400 Woodland Hills, Ca 91367		CONTACT NAME: Risk Services PHONE (A/C, No, Ext): (800)578-8802 E-MAIL ADDRESS: rservices@pomsassoc.com PRODUCER CUSTOMER ID #: 00016280		FAX (A/C, No): (818) 449 9449
INSURED New Mexico Public Schools Insurance Authority Member: Explore Academy-Las Cruces 410 Old Taos Highway Santa Fe, NM 87501		INSURER(S) AFFORDING COVERAGE INSURER A : New Mexico Public Schools Insurance Authority INSURER B : Hanover Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :		NAIC # N/A

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	<input type="checkbox"/>	PROPERTY					
		CAUSES OF LOSS	DEDUCTIBLES				
		BASIC	BUILDING			BUILDING	\$
		BROAD	CONTENTS			PERSONAL PROPERTY	\$
		SPECIAL				BUSINESS INCOME	\$
		EARTHQUAKE				EXTRA EXPENSE	\$
		WIND				RENTAL VALUE	\$
		FLOOD				BLANKET BUILDING	\$
						BLANKET PERS PROP	\$
						BLANKET BLDG & PP	\$
						CONTENTS	\$
	<input type="checkbox"/>	INLAND MARINE	TYPE OF POLICY				\$
		CAUSES OF LOSS					\$
		NAMED PERILS	POLICY NUMBER				\$
B	X	CRIME	BD3-H274489	07/01/2022	07/01/2023	X Employee Theft	\$ 2,000,000
		TYPE OF POLICY				X Forgery or Altercation	\$ 2,000,000
						X Faithful Performance	\$ 1,000,000
	<input type="checkbox"/>	BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
							\$
						Deductible Comp \$750	\$
						Deductible Coll \$750	\$

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: Explore Academy-Las Cruces. Crime deductible = \$750.
Re: Fidelity Bond

CERTIFICATE HOLDER

Public Education Commission	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 