

Public Education Commission Governing Body Member Change Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [LA TIERRA MONTESORRI], hereafter "The School", effective [1] of [JULY], [2022]. The School was approved for a [5 year] Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: 5

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 5

☐ RESIGNATION

EFFECTIVE DATE OF RESIGNATION, AS PROVIDED ON THE WRITTEN NOTICE FROM THE RESIGNING BOARD MEMBER:

NAME OF INDIVIDUAL RESIGNING:

☐ REMOVAL

DATE OF REMOVAL:

NAME OF INDIVIDUAL BEING REMOVED:

REASON FOR REMOVAL:

DESIGNATION OF NEW BOARD MEMBER TO ☐ AN EXISTING POSITION OR ☒ A NEW POSITION

EFFECTIVE DATE OF APPOINTMENT, AS PROVIDED IN WRITTEN NOTICE FROM THE BOARD: Sept 7, 2022

NAME OF INDIVIDUAL BEING DESIGNATED: JACQUELINE MARTINEZ-VIGIL

HOME ADDRESS: 1411 Simmons Lane, Espanola NM 87532

PHONE NUMBER: 505-450-5720

EMAIL ADDRESS: jacqueline.martinezvigil@montessorilatierra.org

NAME OF BOARD MEMBER BEING REPLACED: Willie Williams

☐ REQUEST FOR EXTENSION:

☐ VOTE NOT TO REPLACE MEMBER:

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

The School's Governing Body Member Change Amendment is hereby submitted by [ISAAC DAKOTA CASADOS] on [Sept 6, 2022], and affirms the school meets the following eligibility criteria:

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

Charter School Representative Signature

September 7, 2022

Date

The School's Governing Body Member, or Charter Representative Change Amendment was:

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

MISSION STATEMENT

La Tierra Montessori School of the Arts and Sciences will prepare for students and their families an authentic Montessori environment that fosters collaboration, cooperation and peace; that promotes curiosity, exploration, and engagement; and that emphasizes a whole-child approach integrating the Arts and Sciences.

Governing Council DRAFT MINUTES

LTMAS GOVERNING COUNCIL GENERAL MEETING:

Monday, August 22, 2022 at 5:30 p.m.

Join **Zoom** Meeting

Topic: LTMAS Governing Council Board Meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/6405403241?pwd=L1lVMmJEbnQxMEhPMGlRvBNZ1dzUT09>

Meeting ID: 640 540 3241

Passcode: LTMASGC

***The recording of this meeting will be maintained on file.*

I. CALL MEETING TO ORDER – President Isaac Casados – call meeting to order at 5:30 pm on Monday, August 22, 2022

II. ROLL CALL: Quorum needed is 2 – Secretary Delisha Gordon-Brown

Seat	Name	Position	Present/ Absent
1	Isaac Casados	President	
2	Brenda M. Atencio	Vice President	
3	Delisha Gordon-Brown	Secretary	
4	Charlie Riddick	Member	
5	Position to be filled	Open	
6	Position to be filled	Open	
7	Position to be filled	Open	
8	Position to be filled	Open	

III. PLEDGE OF ALLEGIANCE – President Isaac Casados

IV. APPROVAL OF AGENDA and Minute Minutes from the following Meetings: July 18, 2022 and August 17, 2022 (Special Meeting) - *ACTION

Isaac entertains motion approve agenda

Motion to approve agenda made by Delisha Gordon-Brown. Seconded by Charlie Riddick. Roll call by Secretary

VP Atencio - Yes

Mr. Riddick - Yes

Secretary Gordon-Brown – Yes

President Casados – Yes

4votes Yes. 0 Votes no. Motion to approve agenda passes.

Motion to approve Special Meeting Minutes from 7/18 and GC meeting minutes on 08/17/2022 made by Charlie Riddick. Motion seconded by Delisha Gordon-Brown.
Roll call by Secretary

VP Atencio - Yes

Mr. Riddick - Yes

Secretary Gordon-Brown – Yes

President Casados - Yes

4 votes Yes. 0 Votes no. Motion to approve special meeting minutes passes.

V. OPEN FORUM / PUBLIC COMMENT

Persons who wish to be heard during “Open Forum” are asked to type your name, who you represent, the topic, and indicate that you would like to speak during Open Forum in the chat. Time will be limited to 2-3 minutes each and at the discretion of the GC Chair. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order by the GC Chair. If you are only able to join via telephone, you will be asked to identify yourself after those listed in chat have spoken. Chat will be closed to comments approximately 5 minutes after meeting starts.

NO PUBLIC COMMENT THIS EVENING

VI. President’s Report - Isaac Casados

Challenges as we prepare for new administration and new board. Commend Mr. Thompson for preparing the school for this year. 97 enrolled. Closed down PreK per PEC however received information that PEC did not have jurisdiction over. Until we get this cleared up, we have 8 students no longer part of PreK. Will have a \$122k cut out of our budget this year. We will provide clarity in this process to make sure no services are cut.

We have gone before the PEC twice; a letter of concern was issued to the school specifically focused on the PreK program potentially using SEG funds. We have got clarification. Mr. Thompson has shut it down until we have clearer ideology on how to move forward. We are working on how best to address the Montessori process and Cliff will be speaking with his staff on this. Mike vigil has been helping with the budget correction, he will speak on more during his report. APS saw a 13m cut, hundreds of staff laid off.

Excited on how this board will be moving in a productive path. Find ways to rally around this community.

VII. Head Learner’s Report - Mr. Clifford Thompson

honored to be here in this school it’s a real blessing. It’s a special place. Shared story about bilingual teacher sharing with his wife how special LTMAS is for the community. Mr. Feathers being scene as the really great leader as a Montessori specialist. Remy’s classroom, her students are always working in groups and on task. Will be an amazing, certified teacher when she’s done. Melisha’s students working on reports. Joe Krane – Dec 2nd will produce The Wizard of Oz at the Fine Arts. 7th and 8th graders with Paul Krane learning biology and anatomy of amphibians, frogs. Teaching these two weeks, very impressed with the faculty. We are doing more with less. Intended to have 6 teachers this year. 2 did not come on board. The faculty rallied around that very well. Faculty has heart. met after school today for a few short minutes. talked about the new “think tank” rolling out on Thursday. Maitai, Feathers, Thompson, Lang, meet to take on issues the faculty and staff may have to bring to the Think Tank to work on it. Natasha, bilingual, working on music and salutations and greetings. Outstanding to have her.

Kathy in the library, helping on learning strategies. We've agreed to do a fundraiser. Will be selling candy, world's finest chocolate. Will be raising money to build comradery and the experience of doing something valuable as a student for the school and community, but also the garden. More on the fundraiser later. The building updates, Mr. Lang found the right AC person to come in and look at it. would like to get over to see the tenants at meet with them on where they are driving on the property. Traffic on the campus, staff is doing a crack pot job on getting students in the cars. We have gotten better quickly, loaded up more efficiently. We've really improved in just a few days with the emphasis on safety. Shout out to DJ doing a fine job at making sure the students are getting a temperature check in the morning. Honoring a few of the volunteer parents, doing a good job on the outside of the building. Andres and Gary. Giving us good ideas on the work we should do. Item from the Think Tank... want to schedule in conjunction with the board, a parent open house, potentially the week after Labor Day. Thank you. Happy to be here. Isaac – has the Paul Jones payment issue been resolved. Thompson scheduled to meet with him but had to reschedule. Not done with it yet but will get it wrapped up.

VIII. Financial Report - Mike Vigil Jr., The Vigil Group

bulk of employees not in until august, so month to month reports not really telling. number of BARs added to budget. 7 adjustments. Last year under 20 total. Every year GC establishes budget well before school year occurs. Happens between April to Mid-June, at the time it met PED standards for legislative mandates, however the FC and GC did feel the budget did not provide ample time for the public or GC to review to make sure it was aligned with mission and vision of the school. Met with FC on multiple occasions to bring out the FTE in current alignment with what current administration needs to carry out the schoolwork. Won't go thru line by line, but if individual requests, he can go over them. They are on the website as well. Not an action item, but discussion is welcome. BARs are in PED format. Isaac – budget adjustments are available under the Finance link on the LTMAS website. Mr. vigil did share with us that we need to get back to PED by Sept 30th. Need to address as soon as possible. BARs do not address the \$122k deficiency, we will have to address this by Sept 30th as well. Recommended by Patty Matthews to have a RIF policy in place in case we need that as an option. A committee may be needed to look at that with Patty to look at how best to address it. Next meeting, we will share our screen and walk the parents and staff thru these details.

IX. PTSO Report

NO ONE FROM PTSO ONLINE

X. New Business (45 minutes)

- a. Approval and vote on new LTMAS board member: Jacqueline Martinez-Vigil -
***ACTION** – Discussion
 President Casados introduces Jacqueline – extensive experience with CYFD and understands the help students need.
 Ms. Martinez-Vigil intro – NMSU degree in Criminal Justice. Wants to help others, children, humans in general, advocate for change. Work I do with CYFD PPW, Behavioral Help Services. Being on this board I can help make change in this community. New to board stuff, want to learn a lot and gain some experience.
 No questions from board – welcome, looking forward to working with you.
 Isaac – this is a dedicated position; we want to see these students succeed. Our

goal is to how best uplift these marginalized communities.

Isaac – entertain a motion to approve as a member of the LTMAS

Motion to approve Ms. Jacqueline Martinez-Vigil as a new Governing Council Member made by Delisha Gordon-Brown. Motion seconded by VP Atencio.

Roll call by Secretary

VP Atencio - Yes

Mr. Riddick - Yes

Secretary Gordon-Brown – Yes

President Casados – yes

4 votes Yes. 0 Votes no. Motion to approve Ms. Martinez-Vigil as new member passes.

- b. Approval of the Governing Council Annual Resolution ***ACTION** – Discuss Annual resolution document shared on screen; document available on website. Item 3 change of dates from Monday to Tuesday due to holiday conflicts. Adopting this document for August 22nd. President and Secretary will sign, send to charter PED then upload it. Isaac entertains motion to approve for 22-23 school year. Motion to approve SY 22-23 GC Annual Resolution made by VP Atencio. Motion seconded by Delisha Gordon-Brown. Roll call by Secretary VP Atencio - Yes Mr. Riddick - Yes Secretary Gordon-Brown – Yes Ms. Jacqueline Martinez-Vigil - Yes President Casados –Yes 5 votes Yes. 0 Votes no. Motion to approve SY 22-23 GC annual resolution with date change passes.
- c. Special Education Overview – Mr. Steven Lang. DASH report and overview (stats from the FY21-22 school year and expectations for FY22-23) - Steven Lang moved to next meeting. MR. LANG IS MAY NOT BE AVAILABLE DUE TO TECHNICAL ISSUES. Tompson – Mr. Lang is a 0.75 FTE, 75% of 40 hours. 1 day a week not here. Other days wrapping day up from 7am to 3pm. Early man. Tompson – Ms. Baca very experienced spec ed, only there one day a week. Lang is getting the macro need of what students need in special education, occupational, physical, etc., and how they will be provided. Problem we are having is identifying providers. Formerly CES, where they are, we haven't been able to find them. Brainstorming how to find them. If we can't, we may have to do virtual, and it is not as effective. Connected with Tara Voight at NNMC to connect with someone to present to faculty, "Liz Borden"? Maitai – clarify, last year with TalkPath Live, was online, this year we wanted to get back in person with CES. Problem with CES they don't have the three providers that we need. Will see how long we give them if they don't come back and may have to go back to TalkPath. No payment made yet, will pay Christina Baca, hoping to keep her on with CES for the year, and then if needed will keep TalkPath. Isaac – will this keep us in line with the budget? Mike – with spec ed we do not have an option, we absolutely need to find a way to creatively make this happen. Federal funding, Medicaid, there are areas we can sort of spread out those needs.

But until service providers are in place, numbers are a bit difficult to provide at the moment.

Maitai – 8 out of 10 new students are special education, so the last count was 14 and now up to 24. Purchase order will increase.

Isaac – additional funds for increase of 24? Mike – based on prior year funding with SEG formula. Will have to eat into it this year, but next year will have the influx of cash. That's just the way about Special Education students. Immense amount of money resting with the state for next year to provide the special needs. Mike will provide his testimony if needed to go to legislative to make sure these types of funds for special services are accessible by law.

Isaac – entertain motion to table Special Education Overview for next GC meeting.

Motion to table Special Education report to next GC or special meeting made by Delisha Gordon-Brown. Motion second by Charlie.

VP Atencio – yes

Mr. Riddick – yes

Secretary Gordon-Brown – yes

Ms. Martinez-Vigil – yes

President Casados - yes

5 votes yes. 0 votes no. Motion to table Special Education report to next meeting passes.

d. PEC Meeting overview / LTMAS Board and response -Discussion
letter from PEC shared

GC did not comprise of 5 members. Issue has been rectified. Growing the board up to 9 members moving forward.

Head Admin – in absence of expired contract from former HL. For two weeks we did not have an HL, but now have Mr. Thompson. We could have done it differently, acknowledging that to the PEC.

Budget oversight – old board did not have oversight, Mr. Vigil issued statement to PEC, and he is now helping us identify those areas of changes. Will be approved at next GC meeting.

Any missing reports, paperwork, has been able to be given to Dylan Wilson at PED, we are now in compliance.

Open Meetings Act – possible violations. Moving forward there is transparency, no additional items added day of, there is also a quorum statement added to the website, allowing GC to be together, but no discussion of actionable items.

Montessori licensure and connection. We are taking this seriously. Thank you to Angela for staying with the school, that is an important person and connection. Board does not get involved in hiring and firing staff members. Our goal is to provide support to make sure that our budgets is in place to make sure staff and students can thrive. That is where we make policy and procedures and change bylaws to meet those needs.

We were asked to take town PreK program immediately. We lost 8 students in that process. It's a challenge. We are trying to figure out the best remedy for this. May benefit the \$122k cut. But would like to work on how best to unify this scenario.

A letter of concern was issued. Article with RGS about crisis. There is no crisis. We are trying to get clarity and get some sort of responsibility to get back to

where we need to be.

We are waiting for the letter of concern from the PEC to come in. There may be site visits.

Tompson – thank you for the support.

e. Security Plan for LTMAS - Discussion

Isaac - Last meeting Mr. Pearce brought up the security issue. With the budget issues, hiring an individual may not be the option to go. Want to have this discussion on how we can provide a secure environment on our campus. Is there funding available, perhaps capital funds, to add additional cameras, or something. Any other funds, DHS, Ohkay Owingeh?

Brenda – question, do we currently have an alarm system on windows and doors.

Maitai – yes, by ATI security. Brenda – do they also have cameras? Maitai – will reach out and investigate it. Brenda – if they can, or ADT or Arlo, anything additional to increase the service. Maitai – will check it out tomorrow. Isaac – do we have a security plan at school. Tompson – it's due to the PED this Fall. Lang and him, Angela and Maitai, are starting to talk about it. Isaac – can you include the board in that, so we can address the funding for that. Perhaps may have to look at Facilities Committee, everything comes down to dollar and cents and want to make sure we have the opportunity. Will look into outside funding sources as well. Will revisit as unfinished business at next GC meeting. We can add this as a board retreat option as a working session if agreed to.

f. Parent / Board Town Hall - Set Date(s) – Discussion

Isaac – would like to set some dates. Tompson looking at potential dates.

Mr. Tompson – 6th 7th or 8th, will talk to group best. Need to wait a bit so our grounds look nice when parents are here.

President Casados - next GC meeting on the 20th of Sept. is that an opportunity to add the town hall at that time.

Ms. Gordon-Brown – suggest separate dates, at risk GC meeting runs later or cuts short.

President Casados – town hall / open house date.

Mr. Tompson – not the 6th after a long holiday. Open at 5pm. Wednesday the 7th, 5 to 7. Open House, 5 to 6, and 6 to 7 town hall as we engage..

g. Front office staff support – Discussion

President Casados – Mr. Vigil this is your key task. Maitai needs support. She's overworked. We need to move some sticks and boulders to turn over to find support. Opportunity to look at interns from the College? Call out to the college to look at how we can maybe use their students. Isaac will reach out to Dr. Medina.

Tompson – part time in the morning 8 to 11:30 hourly rate \$15. Answer phones, help, get the door.

President Casados – scenario with workforce solutions, or Help NM.

Ms. Gordon-Brown – verify with them background check will be required.

Maitai will send us documentation.

h. Official posting for LTMAS head learner - Discussion

Though we have Tompson on interim... we will move forward with the recruitment. Will cast a wide net to move forward with a permanent position.

Tompson – did have Maitai add the position to the website last week, he wanted

it there 30 days after he was onboarded.

President Casados Isaac – an area to move in to board retreat as a working session.

XI. Unfinished Business (15 minutes)

a. Board Retreat / Working Session -Set Date(s), Location

VP Atencio – where does the board want to meet and when.

President Casados – 17th? VP Atencio – 20th?

Ms. Gordon-Brown – a full day and a half? Saturday and Sunday afternoon.

Ms. Martinez-Vigil is committed on Sunday mornings.

President Casados – Rep Montoya is online with us this evening/ Can we use the MAE center? Rep. Montoya, yes, it's a possibility. There are Saturday classes, but soundproof rooms and a separate entrance.

President Casados – start off around 10am to 4 Saturday at MAE and after 1pm to 4 Sunday at LTMAS.

President Casadps – Delisha and Brenda work on agenda.

b. Board / Faculty / Parents Open House Event in September -Set Date

Set for Sept 7th.

Maitai – one last thing. Picture day, Sept 13th. Does the board want photos? At 8am to 3pm.

XI. Adjourn (ACTION)*

Motion to adjourn meeting made by Brenda Atencio. Seconded by Delisha Gordon-Brown. All in favor aye. None opposed. Meeting adjourned at 6:54 this evening on August 22nd. Next meeting Sept 20th at 5:30 pm.

NAME	AFFILICATION	TOPIC
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IN ATTENDANCE

MIKE VIGIL II	
CLIFF TOMPSON	
MAITAI LOPEZ	
JACQUELINE MARTINEZ-VIGIL	
PAUL KRANE	

REP. ROGER MONTOYA	
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ASSURANCES

My name is Jaqueline Martinez-Vigil and I reside in Rio Arriba County. I am a member of the governing body for La Tierra Montessori a charter school which is located at Española. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Jocelynne Martinez-Vigil Jocelynne Martinez-Vigil Sept 7, 2022
Printed Name Signature Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

)

COUNTY OF)

I, Jaqueline Martinez-Vigil after being duly sworn, state:

1. My name is Jaqueline Martinez-Vigil and I reside in Española, New Mexico.

2. I am a member of the governing body of the [insert name of school] in La Tierra Montessori School of Arts & Sciences, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

Jaqueline Martinez-Vigil
[Signature]

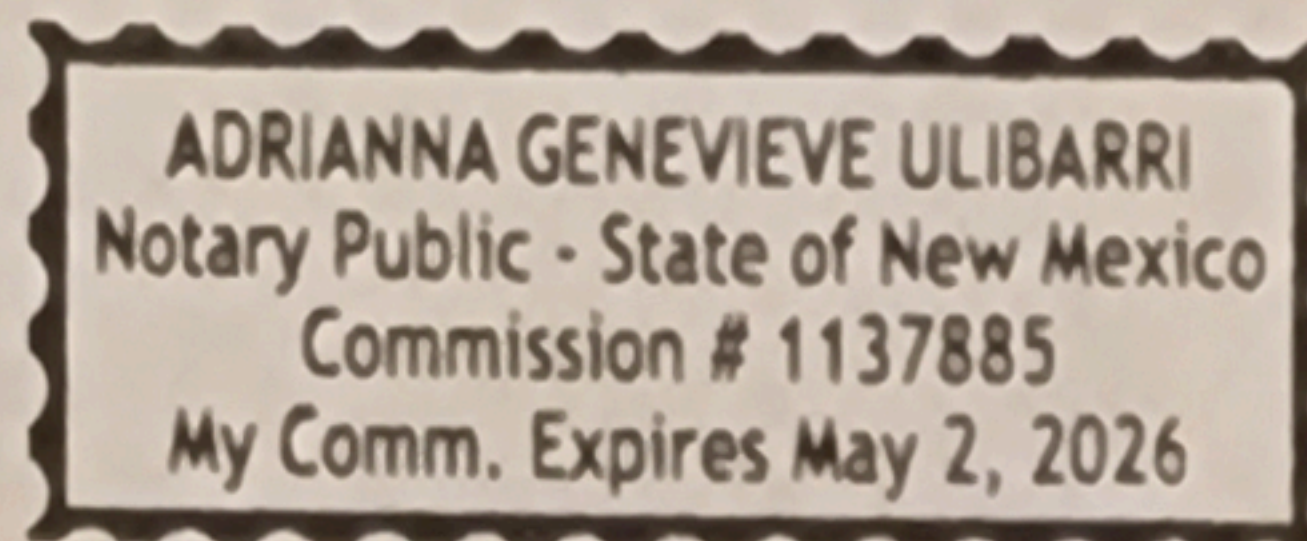
09/08/2022
Date

Jaqueline Martinez-Vigil
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 8 day of September, 2022.

[Notary Seal:]



[Signature]
NOTARY PUBLIC

My commission expires: May 2, 2026.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the [La Tierra Montessori], located in Ohkay Owingeh, New Mexico.

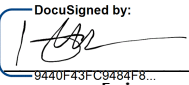
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

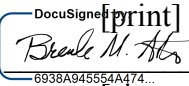
We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS 11 DAY OF September, 2022.

1. DocuSigned by:

9440F43FC9484F8...
[signature]
Isaac Casados

2. DocuSigned by:

6938A945554A474...
[signature]
Brenda Atencio

[print]

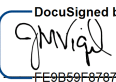
3. DocuSigned by:

E15D94590BE4470...
[signature]
Delisha Gordon Brown

[print]

4. _____
[signature]

[print]

5. DocuSigned by:

FE9B59F6767E481...
[signature]

Jacqueline Martinez Vigl

[print]

Attach additional pages if membership exceeds five.