

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 Rio Grande Academy of Fine Arts, hereafter "The School", effective [11] of [APRIL], [2022].
The School was approved for a 5-year Charter Contract.

*NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: Between 7-11

*NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 8

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 *Yes A NEW POSITION

*EFFECTIVE DATE OF APPOINTMENT, AS PROVIDED IN WRITTEN NOTICE FROM THE BOARD:

*Oath of Office on August 16, 2022

*NAME OF INDIVIDUAL BEING DESIGNATED: Dana Flores

* HOME ADDRESS: 7315 Don Tomas Lane N.E
Albuquerque, NM 87109

* PHONE NUMBER: 505-814-3104

*EMAIL ADDRESS: danadflores@gmail.com

*NAME OF BOARD MEMBER BEING REPLACED: NA

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 23 on August, and affirms the school meets the following eligibility criteria:

YES Amendment must be submitted to the PEC within 30 days of change in membership: and

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

Kathy McClendon, President

8/23/2022

Charter School Representative Signature

Date

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

Approved Denied

Commission Date

_____, Chair, Public Education

**DRAFT RIO GRANDE ACADEMY OF FINE ARTS
GOVERNING BOARD MEETING MINUTES
August 16, 2022**

GOVERNING BOARD MEMBERS

Kathy McClendon, President

Dr. Susan McConnell, Vice President

Lee Baldwin, Treasurer

Dr. Jenn Peña, Secretary

Christine Mya-San

Amer Child

Mary Ellen Dannenberg

Date of Meeting: August 16, 2022 Time: 06:30 PM Mountain Time (US and Canada)

A. WELCOME AND CALL TO ORDER by Kathy McClendon @ 6:38PM

B. ROLL CALL of Board Members & Welcome Staff and Guests by Dr. Jenn Peña

- a. Kathy McClendon, President - present
- b. Dr. Susan McConnell, Vice President - present
- c. Lee Baldwin, Treasurer- absent
- d. Dr. Jenn Pena, Secretary - present
- e. Christine Mya-San - present
- f. Amer Child - present
- g. Mary Ellen Dannenberg- absent
- h. Michele Platis, Founder - present
- i. Jordan Franco, Founder - present
- j. Dana Flores - Potential board member - present
- k. Rebekah Runyan - Business Manager - present

C. *ADOPTION OF THE AGENDA

- a. Move Financials to before Instructional Updates
- b. Motion by Amer Child, seconded by Jenn Peña
- c. Unanimously approved

D. Pledge of Allegiance & Salute to the New Mexico Flag

E. *APPROVAL OF MINUTES FROM July 5, 2022

- a. Motion to approve by Christine Mya-San, seconded by Amer Child
- b. Susan McConnell- concerned that student updates not accurate. Updates were provided at the special meeting Aug 1. Minutes are fine, no additional concerns
- c. Unanimously approved

F. *APPROVAL OF MINUTES FROM SP MTG AUGUST 1, 2022

- a. Motion to approve by Kathy McClendon, seconded by Susan McConnell
- b. Unanimously approved

G. STUDENT PRESENTATION -No report

H. FOUNDATION - No report

I. FINANCIALS

- a. Finance Committee Report
 - i. Motion to approve BARs by Susan McConnell, seconded by Jenn Peña
 - ii. Two BARs:
 1. SEG: extra money for ELTP salaries- \$1014
 2. New Funding source- ED Fellows- help pays for educational assistant who will be going to school for teaching- \$34,730
 - iii. BARs approved unanimously
- b. *July Financial Reports APPROVAL
 - i. Motion to approve financial reports by Kathy McClendon, seconded by Christine Mya-San
 - ii. SEG funding delayed, came in late in the month, which means expenditures were delayed
 - iii. Current SEG is based on projected students- this number will come down after 40th day, depending on enrollment
 - iv. Reports approved unanimously

J. INSTRUCTIONAL

- a. Directors' Report: Michele Platis & Jordan Franco
- b. Staffing - Nine staff (including directors).
- c. Schedule/Events - we will keep you updated as they come up
- d. Professional Development/Training - PD went very well, already created a plus/delta. Our founding teachers were able to help make a lot of the decisions. This took more time than anticipated, but it was time well spent. We have been able to be in classrooms and it's been wonderful!
- e. Students - 85 students!! New 6th grader today! Holding out on making a hire for the front office until 40th day, until numbers are solid.
- f. Recruitment Report - continuing to recruit students and open enrollment

K. OPERATIONS

- a. Directors' Report: Jordan Franco & Michele Platis
- b. Property/Site -
 - i. Sewer system backed up, but fixed (overflowing into parking lot, but now fixed).
 - ii. Received a grant from United Way to clean grounds- money and 25-30 volunteers to pull weeds.
 - iii. Cleaning crew is hired to clean at night.
 - iv. Considering landscaping (parent volunteer).

- v. Busing services going well. Bus was in an accident on Friday (no students)- services were suspended for a day.
- vi. HVAC system running.
- vii. Fire alarm system tested.
- viii. Food service started yesterday. Kids loved the pizza!
- c. Electronics - phones/internet all working. Getting all-call system in place and perfected.

L. GOVERNANCE

- a. Motion to approve Employee Leave Policy by Susan McConnell, seconded by Jenn Peña
 - i. *Employee Leave Policy- Extended leave of absence- must provide notice of intent to return from extended leave by **March 1** of the school year in which the leave was granted.
 - ii. Directors- add 10 days of personal leave for each of them- will be discussed later
 - iii. Motion approved unanimously- with “Paid Time Off” as the phrase used for any leave in the policy.
- b. *Social Security Options Resolution - in the inaugural year, the school can choose to vote with their inaugural staff to participate as a whole or employees can choose once to participate or not participate (divided decision). All subsequent employees will participate.
 - i. Motion to approve Social Security options by Christine Mya-San, seconded by Susan McConnell
 - ii. As a Board, we can approve tonight to resolve Section 218 as a divided decision.
 - iii. Motion passes unanimously.
 - iv. Directors will set up the vote among inaugural staff.
- c. Announcement of New Governing Board Nominee
 - i. Introductions - board members
 - ii. Introductions - Dana
- d. *Appointment to Governing Board – Dana Flores**
 - i. Motion to appoint Dana Flores as a member of the Governing Board by Amer Child, seconded by Susan McConnell**
 - ii. Motion passed unanimously**
- e. Oath of Office – Dana Flores**

M. DIRECTORS’ COMMENTS

- a. National Alliance for Charter Schools feature video and New Mexico Education!

N. GOVERNING BOARD COMMENTS

- a. Required hours for Board Training - will be announced
- b. Would like an update from the Foundation on the Ribbon Cutting
- c. NEXT Scheduled Meeting – September 20, 2022, 6:30PM

O. ADJOURNMENT @ 7:48PM by Kathy McClendon

Recorded by Dr. Jenn Peña, Secretary

ASSURANCES

My name is Dana Flores and I reside in Albuquerque, NM. I am a member of the governing body for Rio Grande Academy of Fine Arts, a charter school which is located at 1401 Old Coors Rd. SW , Albuquerque, NM. 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.

Dana Flores
Printed Name

Dana Flores
Signature

8/17/2022
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO

COUNTY OF BERNALILLO

I, Dana Flores, after being duly sworn, state:

1. My name is Dana Flores and I reside in Albuquerque, New Mexico
2. I am a member of the governing body of the Rio Grande Academy of Fine Arts in Albuquerque, 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 Rio Grande Academy of Fine Arts' 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.

Dana Flores

8/17/2022

[Signature]

[Date]

Dana Flores

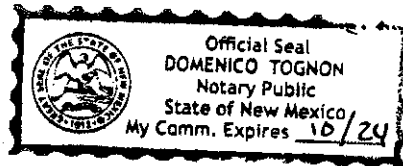
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VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 17 day of August, 2022.

[Notary Seal:] Domenico Tognoni NOTARY PUBLIC

My commission expires: October 13, 2024.



STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Rio Grande Academy of Fine Arts, located in Albuquerque, New Mexico.

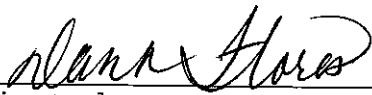
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Rio Grande Academy of Fine Arts' 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 financially 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 Rio Grande Academy of Fine Arts GIVE THE FOREGOING STATEMENT THIS 14th DAY OF September, 2021.

1. 
[signature]
Dana Flores
[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

Revised 10-5-2011

AFFIDAVIT OF GOVERNING BODY MEMBER