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# Public Education Commission

## School-Specific Goal Amendment Instructions

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**Purpose:**

To propose a change to an existing Academic Performance Goal or School-Specific Goal.

**Submission Deadline:**

Amendments completed 28 days prior to the next PEC meeting will be placed on the next agenda.

Changes to Performance Goals will only be effective for the next school year and not approved mid-year unless the Commission determines that exceptional circumstances exist to warrant a mid-year change.

**Data provided by CSD:**

CSD will

- provide PEC with performance data (academic, organizational, and financial) for the contract term, including any outstanding compliance or investigations, and
- highlight information relevant to the amendment request.

**Data and Information provided by the School:**

- Fully completed form
- Approved board minutes or certification of the vote taken by the board
- Rationale for the change, including the reason that the existing performance indicators does not presently provide an accurate assessment of the school's performance.
- Proposed goal(s) including the following rating categories – Exceeds Standards, Meets Standards, Does Not Meet Standards, and Falls Far Below Standards. Include measures and metrics, including percentages, for each rating category.
- Provide a short narrative, addressing how the proposed changes will affect: the curriculum, the methods of instruction, and assessments, or any additional information the School deems relevant to explain its rationale for request the change to its Performance Goals.
- Provide a scoring sheet that the school will complete and provide to CSD at the end of each school year which results in a score as set forth in the Performance Framework. The scoring sheet should detail what information will be collected, who is responsible, how data will be aggregated to result in a score and when the scoring sheet will be provided to CSD.

Contact [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov) if you have questions about completing or submitting documents.

# Performance Framework Academic Goal Amendment FORM

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov).

The Charter Contract and Performance Framework was entered into by and between the New Mexico Public Education Commission (PEC) and [Click or tap here to enter text.](#) **(name of charter school)**, hereafter "the School," effective on [Click or tap to enter a date.](#)

The Governing Board requests that the PEC agree to change the terms of its Performance Framework as follows:

The Charter School Contract Academic Goal(s) in Section [Click or tap here to enter text.](#), page \_\_\_\_ of Exhibit \_\_\_\_, Performance Framework, the School's Academic Performance Framework currently read(s):  
[Click or tap here to enter text.](#)

The Amendment requests that the PEC approve a change to the Performance Framework, Section [Click or tap here to enter text.](#), page \_\_\_\_ of the School's Academic Performance Framework so that the Academic Goal(s) read(s):  
[Click or tap here to enter text.](#)

Rationale for the requested amendment/change:  
[Click or tap here to enter text.](#)

Provide a short narrative identifying the reason that the existing performance indicators does not presently provide an accurate assessment of the school's performance:  
[Click or tap here to enter text.](#)

Provide a short narrative addressing the effects of the proposed change:  
[Click or tap here to enter text.](#)

The school's contract amendment is hereby submitted by:

[Click or tap here to enter text.](#)  
**Charter School Representative**

[Click or tap to enter a date.](#)  
**Date**

## School Amendment Approval (electronic signature of School Board Chair):

[Click or tap here to enter text.](#)  
**School Board Chair**

[Click or tap to enter a date.](#)  
**Date**

\_\_\_\_\_ **For PEC/CSD use only** \_\_\_\_\_

School Amendment number (School name, number, date): \_\_\_\_\_.

*Consent Agenda*

*Regular Agenda*

The Contract Amendment was:

Approved

Denied

Click or tap here to enter text.

***Public Education Commission***

Click or tap to enter a date.

***Date***

### **PEC Amendment Approval (electronic signature of PEC Chair):**

Amendment approved:

Amendment denied for the following reasons: \_\_\_\_\_

Click or tap here to enter text.

***PEC Chair***

Click or tap to enter a date.

***Date***

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