EDUCATION
COMMISSION

# **Business Manager or Procurement Officer Amendment Form**

The Charter Contract was entered into by and between the New Mexico Public Education Commission  [THE ASK ACADEMY ], hereafter "the School", effective [1st ] [JULY ], [2020 ]  The School was approved for a [FIVEYEAR TERM ] Charter Contract.				
The School requests consideration from the Public Education Commiss terms of its Contract as follows:	ion (PEC) to change the			
CHANGE OF: BUSINESS MANAGER CPO BOTH				
Charter Contract currently states:				
CURRENT BUSINESS MANAGER OR PROCUREMENT OFFICER: Ashley Woodard, The Vigil Group				
	f the School's contract to read			
EFFECTIVE DATE OF CHANGE: January 1st, 2023				
REQUESTED CHANGE TO BUSINESS MANAGER OR PROCUREMENT OFFICER A	AND CONTACT INFORMATION :			
Submit this form and all supporting documents to charter.schools@s	tate.nm.us			
The School's Business Manager or Procurement Officer Amendment is [Edward Garcia, CEO ] on [12/1/22], and affirms the school criteria:				
Amendment must be submitted to the PEC within 30 days or implemented; and	of the change being communicated			
■ The school's governing board is in compliance with all repo	rting requirements.			
L'Aoreia	December 1, 2022			
Charter School Representative Signature Date				
The School's Business Manager or Procurement Officer Amend	ment was:			
☐ Approved ☐ Denied				
Chair, Public Education Commission	Date			

## AFFIDAVIT OF FINANCIAL RECORD CUSTODIAN

STATE OF NEW N	MEXICO )					
COUNTY OF BE	RNALILLO)					
I, Patrick Kelly			, [affiant] after being duly sworn, state:			
1. I liv New Mexico.	e in the City of Albuquerqu	ie	, County of _	Bernalillo ,		
financial records of with fidelity and in 3. I hav a) A b) A c) V	cordance with 6.80.4.16 NM. the charter school and recog accordance to public finance to complete the following training NMASBO Conferences nnual State Audit Rule Training farious PED and CPO Trainings when is a contificate of incurrence.	nized tha laws, rule nining in t	t I am in charge of es and regulations. The maintenance of the	maintaining public funds		
this responsibility.	ched is a certificate of insurance earned the following certifi					
Certificate, licensure or degree	Educational Institution	Date		Current Yes/No		
BBA in Accounting	University of New Mexico	Decen	nber 2002	105/190		
Level II SBO	NM PED License	July 1,	2022-June 30, 2031	Yes		
	NM Edge NMSU		016 - October 2023	Yes		
[Signature of Affian	FIANCE SAYETH NAUGHT.		12/1 Date	12022		
Patrick Kelly [Print Name of Affia	ant]					
	VERIE	FICATIO	<u>DN</u>			
The forgoing me, this <u>\$\frac{1}{5}\frac{1}{2}\$</u> day o [Notary Seal:]	Affidavit of Financial Recor	ds Custo	dian was subscribed			
My commission exp	ires: <u>2/3</u> , 20.	<u>25</u> .	STEPHANY Notary Public - Sta Commission My Comm. Expir	nte of New Mexico No. 1116541		



### CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY) 12/1/2022

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

ISR TR	TYPE OF I	NSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	PROPERTY					BUILDING	\$
	CAUSES OF LOSS	DEDUCTIBLES				PERSONAL PROPERTY	
	BASIC	BUILDING				BUSINESS INCOME	\$
	BROAD	CONTENTS	-			EXTRA EXPENSE	\$
	SPECIAL	00,11,2,11,0				RENTAL VALUE	\$
	EARTHQUAKE					BLANKET BUILDING	\$
	WIND				İ	BLANKET PERS PROP	\$
	FLOOD					BLANKET BLDG & PP	\$
					Ī		\$
						CONTENTS	\$
	INLAND MARIN	E	TYPE OF POLICY				\$
	CAUSES OF LOSS						\$
	NAMED PERILS	;	POLICY NUMBER				\$
							\$
1	CRIME		BD3-H274489	07/01/2022	07/01/2023	X Employee Theft	\$ 2,000,000
ľ	TYPE OF POLICY					Forgery or Altercation	\$ 2,000,000
						X Faithful Performance	\$ 1,000,000
	BOILER & MAC EQUIPMENT BE						\$
							\$
						Deductible Comp \$750	\$
1						Deductible Coll \$750	\$

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Fidelity Bond for Patrick Kelly, licensed Business Manager. \$750 Deductible

CERTIFICATE HOLDER	CANCELLATION
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

# OF NEW MEXICO STATE



In Recognition of The Fulfillment of the Requirements for School Personnel Licensure this

LEVEL TWO SCHOOL BUSINESS OFFICIAL

is issued to

# PATRICK KELLY

Effective from July 01, 2022 to June 30, 2031 Licensure Number: 314425

Kurd G. Sternta. Secretary of Education