

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 [The Albuquerque Sign Lan], hereafter "The School", effective [1] of [July], [20]. The School was approved for a [5] 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: 9/19/2022

NAME OF INDIVIDUAL RESIGNING: Andrew Faber

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:

NAME OF INDIVIDUAL BEING DESIGNATED:

HOME ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

NAME OF BOARD MEMBER BEING REPLACED:


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 [Raphael Martinez] on [11/30/2022], 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.


 _____ 12/8/2022
 Charter School Representative Signature Date

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

Approved Denied

 Chair, Public Education Commission Date

Andrew Faber
4808 Burton Ave SE
Albuquerque, NM. 87108

September 19, 2022

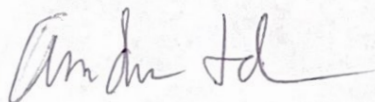
Kim Moya
Board President
Albuquerque Sign Language Academy
620 Lomas Blvd NW
Albuquerque, NM. 87102

Dear Kim,

It is with regret that I tender my resignation from the Albuquerque Sign Language Academy board of directors, effective September 30, 2022.

I am grateful for having had the opportunity to serve on the board of this amazing school for the past 3 years, and I offer my best wishes for its continued success.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Andrew Faber".

Andrew Faber

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The School was approved for a [] Charter Contract.

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NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS:

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REMOVAL

DATE OF REMOVAL:

NAME OF INDIVIDUAL BEING REMOVED:

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

NAME OF INDIVIDUAL BEING DESIGNATED:

HOME ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

NAME OF BOARD MEMBER BEING REPLACED:

REQUEST FOR EXTENSION:

VOTE NOT TO REPLACE MEMBER:

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Charter School Representative Signature Date

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

Approved Denied

Chair, Public Education Commission Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, Erin Jarry, after being duly sworn, state:

1. My name is Erin Jarry and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the Albuquerque Sign Language Academy 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 Albuquerque Sign Language Academy'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.

Erin Jarry
[Signature]

2-3-23
Date

Erin Jarry

[Print]

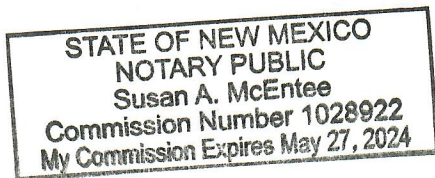
VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 3rd day of February 2023.

[Notary Seal:]

Susan A. McEntee
NOTARY PUBLIC

My commission expires: May 27, 2024.



ASSURANCES

My name is Erin Jarry and I reside in Albuquerque, NM. I am a member of the governing body for Albuquerque Sign Language Academy a charter school which is located at 620 Lomas Blvd NW, 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.

Erin Jarry

Printed Name

Erin Jarry

Signature

12/8/2022

Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Albuquerque Sign Language Academy, located in Albuquerque, New Mexico.


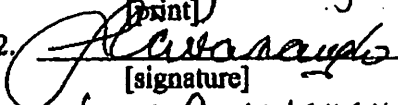
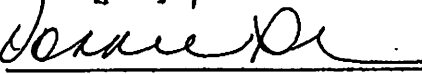

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Albuquerque Sign Language Academy'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 Albuquerque Sign Language Academy GIVE THE FOREGOING STATEMENT THIS 18th DAY OF January, 2023.

1. 
[signature]
Kimberly J. Moya
[print]
2. 
[signature]
JANE CAVANAUGH
[print]
3. 
[signature]
Vonnie Sachse
[print]
4. 
[signature]
Dana K. Grubestic
[print]
5. Erin Jarry
[signature]
Erin Jarry
[print]

Attach additional pages if membership exceeds five.

September 21, 2022 – Annual Meeting Minutes
ASL Academy Governance Board
Meeting was Held Via Zoom Videoconference

**Indicates action items requiring vote.*

1. Call to Order: Chair Kimberly Moya called the meeting to order at 4:02pm.
2. Roll call: Kim Moya, Jane Cavanaugh, Andrew Faber, Dana Grubescic and Dr. Erin Jerry were in attendance. Ms. Vonnie Sachse was excused. A quorum was present.
3. Discussion/Possible Action re Meeting Agenda*: Mr. Faber moved to approve the agenda. Mr. Cavanaugh seconded. Motion passed unanimously.
4. Discussion/Possible Action re August 17, 2022 Meeting Minutes*: Ms. Cavanaugh moved to approve the minutes. Ms. Grubescic seconded. Motion passed unanimously.
5. Public Comments: No public comments.
6. Update from Executive Director: Mr. Martinez reported on new building status, upcoming PSCOC meeting, adult program, new business manager, etc.
7. Update from Board Chair: None
8. Update re Status of Governance Board Training Hours: Noted that all members are required to complete 8 hours (10 hours for new members) for 2022/2023 school year.
9. Update re Community Schools Grant: Update from Mr. Webb, also regarding YCC Grant and additional funding opportunities.
10. New Business:
 - a. Annual Board Membership Election Results (Note All Positions Uncontested): Chair Silva reported that because there were no contested positions, all current Board members were renewed for another two-year term and Dr. Erin Jarry was appointed to a two-year term effective with this meeting.
 - b. Existing Board Member Resignation*: Chair Silva reported that Mr. Andrew Faber had submitted his resignation from the Governance Board effective September 30, 2022 and thanked him for his many years of service and support of the school.
 - c. Discussion and Possible Action re Adoption of Board Bylaws*: Ms. Grubescic moved that the Board By-laws be approved and adopted for the current year. Ms. Cavanaugh seconded. Motion passed unanimously.
 - d. Discussion and Possible Action re Annual Election of Board Officers*: Mr. Faber moved to approve as follows: Chair Kimberly Moya, Vice-Chair Dana Grubescic, Secretary Vonnie Sachse, and Treasurer Jane Cavanaugh. Dr. Jarry seconded. Motion passed unanimously.
 - e. Discussion and Possible Action re Approval of Standing Committee Members*: Ms. Cavanaugh moved to replace Mr. Faber with Ms. Sasche for the Grievance Committee and approve. Mr. Faber seconded. Motion passed unanimously.
 - f. Discussion and Possible Action re Approval of Amendments to Employee Leave Policy*: Tabled.
 - g. Discussion and Possible Action re Approval of Contract with Cypress Tree NM re Puente Para Los Ninos Grant*: Noted that the grant award for the prior two years was \$260K and \$200K. Ms. Grubescic moved to approve the contract. Mr. Faber seconded. Motion passed unanimously.

- h. Discussion and Possible Action re Executive Session for Limited Personnel Matters: Annual Review of Executive Director*: Tabled.
- i. Discussion and Possible Action re Approval of Executive Director Contract for 2022/2023 School Year*: Tabled.

11. Financial Items:

- a. Discussion/Possible Action re BARS, August 2022 Bank Reconciliation, Payrolls and Accts. Payable Reports*: Ms. Cavanaugh moved to approve the August 2022 Bank Reconciliation, Payroll and A/P Reports and BARs 517-000-2223-0002-I, 517-000-2223-0004-IB, 517-000-2223-0005-I, 517-000-2223-0006-IB, and 517-000-2223-0007-I. Ms. Grubescic seconded. Motion passed unanimously.
12. Upcoming Meeting Date: Noted: The next Regular Monthly Meeting is scheduled for October 19, 2022 at 4:00pm. The meeting will be held via Zoom videoconference.
13. Adjournment: With no further business, Ms. Grubescic moved to adjourn the meeting. Ms. Cavanaugh seconded. Motion passed unanimously and Chair Moya adjourned the meeting at 5:03pm.

APPROVED BY THE ASLA GOVERNANCE BOARD AT THE OCTOBER 19, 2022 MEETING:



Kim Moya, Chair