



New Mexico Public Education Commission (PEC)

Governing Body Member Change Notification Instructions

Purpose:

To notify the Public Education Commission (PEC) of a change in a member of the school's governing body.

Submission Deadline:

Changes to the governing body do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

Information provided by the School:

XXXX Fully completed form

Approved board minutes or certification of the vote taken by the board accepting the new member

XXXX Resignation Letter or board meeting minutes removing the previous member

Statement of Governing Body Member to Consult with PED

Affidavit of Governing Body Member

Assurances of Governing Body Member

Contact charter.schools@ped.nm.gov if you have questions about completing or submitting documents.



New Mexico Public Education Commission (PEC)

Governing Body Change Notification Request FORM

Submit this form and all supporting documents to charter.schools@ped.nm.gov

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Pecos Cyber Academy, hereafter "the School," effective on 7/1/2022

Current Governing Body Officers:

Chair/President: Kyla Anderson

Vice Chair/Vice President: open due to resignation

Secretary: Denise Smythe

Current Governing Body members (non-officers): Brandy Tillian, Lorissa Marshall, Bryon Taylor

Resigned or removed Governing Body member: Resigned—Vivian Cullen

New Governing Body member(s) and position(s), please include contact information such as phone number(s) and email(s): N/A

Number of personnel changes and governing body changes submitted to PEC in the last 12 months: 2—one new board member, one resignation

The School's Governing Body notification is hereby submitted by:

Dr. Kim Hite-Pope

4/6/2023

Charter School Representative

Date

School Amendment Approval (electronic signature governing board chair):

Kyla Anderson

4/6/2023

Governing Board Chair/President

Date

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PEC Meeting Date: Click or tap to enter a date.

Agenda:

Regular

Consent

Notification Number: Click or tap here to enter text.

Number of personnel changes in last 12 months: Click or tap here to enter text.

The Governing Body Notification was:

Approved

Denied (see transcript)

Electronic signature of PEC Chair:

PEC Chair

Click to enter signature

Date

Click or tap to enter a date.

Valenzuela, Lucy, PED

From: Brown, Melissa, PED
Sent: Friday, April 7, 2023 8:28 AM
To: Schools, Charter, PED
Subject: FW: [EXTERNAL] Board Member Change at PCA
Attachments: PCA-B.2-Governing-Body-Notification-3.29.23_MB (1).docx

I have added the information to the 06 GB Changes tracker, but you should check my work and I don't know where the form goes.

"What you do makes a difference, and you have to decide what kind of difference you want to make." Jane Goodall

Thank you, I appreciate your time!

Missy Brown | Charter Schools Technical Assistance and Training Administrator

Please note my new email address

Melissa.Brown@ped.nm.gov

New Mexico Public Education Department

Options for Parents and Families Division

300 Don Gaspar Ave. | Santa Fe, NM 87501

C: (505) 551-2879 | Anti-Racism/Anti-Oppression Hotline: (833) 485-1335



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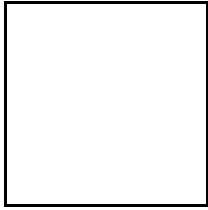
From: Kim Hite-Pope <khitepop@pecosca.us>
Sent: Thursday, April 6, 2023 4:42 PM
To: Brown, Melissa, PED <Melissa.Brown@ped.nm.gov>
Cc: Daniel Hill <dan@dmhlaw.us>; Lopez, Gloria P. <glopez@pecosca.us>
Subject: [EXTERNAL] Board Member Change at PCA

CAUTION: This email originated outside of our organization. Exercise caution prior to clicking on links or opening attachments.

Missy,
Please find attached the board member change document.
Also the resignation email is below.
Thank you, Kim 505-252-0507

Vivian Cullen

to Amy, Gloria, me, Kyla



Hello Ladies,

I'm writing to inform you that I am resigning from the board effective April 01, 2023. My personal and professional responsibilities are such that I have not been able to devote adequate time to the duties required of an effective board member. I believe the board is now in a good position with the number of board members for me to exit gracefully and I have completed all required training hours. Therefore, leaving should not cause any compliance issues.

Please let me know what else you need from me. I wish you well with catapulting PCA to become the most successful virtual school within the state.

Respectfully,
Vivian

Dr. Kim Hite-Pope, EdD
Executive Director
Pecos Cyber Academy
505-609-8197