



## 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:**

- Fully completed form
- Approved board minutes or certification of the vote taken by the board accepting the new member
- 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](mailto: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](mailto:charter.schools@ped.nm.gov)

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and name of charter school, hereafter "the School," effective on enter the start date of the current charter term.

**Current Governing Body Officers:** Michael Kaplan (Chair), Bill Beacham (Vice Chair), Dolores Doddie Espinosa de Ortega (Secretary), Trina Raper (Treasurer)

**Chair/President:** Michael Kaplan

**Vice Chair/Vice President:** Bill Beacham

**Secretary:** Dottie Dolores Espinosa de Ortega

**Treasurer:** Trina Raper

**Current Governing Body members (non-officers):** Cynthia Nava, Chelamia Quintana

**Resigned or removed Governing Body member:** Paula Tackett

**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:** 3

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

*Eric Cutler*

4/19/2023

Charter School Representative

Date

**School Amendment Approval (electronic signature governing board chair):**

*Michael Kap*

4/19/2023

Date

Governing Board Chair/President

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

**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 CSD:**

**CSD**

Click to enter signature

**Date**

Click or tap to enter a date.

PAULA TACKETT  
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SANTA FE, NEW MEXICO 87505  
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March 31, 2023

Eric Crites  
Head of School  
New Mexico School of Arts  
Santa Fe, New Mexico

Dear Eric,

As you know, Governor Michelle Lujan Grisham appointed me to serve as a Regent at the University of New Mexico and I was confirmed on the 12<sup>th</sup> of March, one day before I began my service on the Board of Regents. Although I knew it would take a great deal of my time, I had no idea how much of my time this commitment would require and thought I could stay on the Governing Council a little bit longer. I find that will not be possible. Therefore, I must tender my resignation immediately as both Secretary and board member on the Governing Council of the New Mexico School for the Arts.

I have valued my almost 12 years of service on the Governing Council and hope I have been of some value to the Governing Council. As you know, I have often had to wait to complete the board training until June because of other scheduling conflicts I have had, but I have always completed them in June. Obviously at this time I have not yet completed my annual training and will be unable to do so in June, given my new responsibilities, my time constraints and the fact that by June I will have been resigned from the board for 3 months. Let me know if there is someone I need to visit with at the department or the PEC, to petition for a waiver of the annual training requirement, given the nature of these special circumstances.

I remain a loyal and strong supporter of NMSA, even if not on the Governing Council.

Cordially,  
Paula Tackett

cc. Bill Beacham, President, NMSA Governing Council  
Michael Kaplan, Vice-President, NMSA Governing Council