

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 [**ABQ Sign Language Academy**], hereafter "The School", effective [**16**] of [**July**], [**23**]. 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:

NAME OF INDIVIDUAL RESIGNING:

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: **6/21/2023**

NAME OF INDIVIDUAL BEING DESIGNATED: **Nicole Lucero**

HOME ADDRESS: **6827 Brushfield Rd NW ABQ 87114**

PHONE NUMBER: **505-203-5212**

EMAIL ADDRESS: **ricnicluc@gmail.com**

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 [**6/29/2023**], 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.


Charter School Representative Signature

6/30/2023

Date

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

Approved

Denied

Chair, Public Education Commission

Date

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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: **6/21/2023**

NAME OF INDIVIDUAL BEING DESIGNATED: **Venesee Taylor**

HOME ADDRESS: **90 Camino Alto, Sandia Park NM 87047**

PHONE NUMBER: **505-699-5395**

EMAIL ADDRESS: **vaneseet@gmail.com**

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 [**6/29/2023**], and affirms the school meets the following eligibility criteria:

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Chair, Public Education Commission

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**June 21, 2023 – Regular Monthly Meeting
ASL Academy Governance Board
Meeting was Held Via Zoom Videoconference**

**Indicates action items requiring vote.*

1. Call to Order: Chair Kim Moya called the meeting to order at 4:02pm.
2. Roll call: Kim Moya, Jane Cavanaugh, Dr. Erin Jarry and Ms. Vonnie Sacshe were in attendance. Dana Grubestic was excused. A quorum was present.
3. Discussion/Possible Action re Meeting Agenda*: Dr. Jarry moved to approve the agenda. Ms. Cavanaugh seconded. Motion passed unanimously.
4. Discussion/Possible Action re May 17, 2023 Meeting Minutes*: Ms. Sacshe moved to approve the minutes. Ms. Cavanaugh seconded. Motion passed unanimously.
5. Public Comments: No public comments.
6. Update from Executive Director: Mr. Martinez reported on move to new building, status of leases, staffing and grants.
7. Update from Board Chair: None.
8. Update re Status of Governance Board Training Hours: All training has been completed.
9. Update re Community Schools Grant: Mr. Webb reported on 3 year grant for adult program.
10. New Business:
 - a. Discussion/Possible Action re Approval of Board Candidate Ms. Venesee Taylor*: Ms. Cavanaugh moved to appoint Ms. Venesee Taylor to a vacant Board Position effective July 1, 2023. Dr. Jarry seconded. Motion passed unanimously.
 - b. Discussion/Possible Action re Approval of Board Candidate Ms. Nicole Lucero*: Dr. Jarry moved to appoint Ms. Nicole Lucero to a vacant Board Position effective July 1, 2023. Ms. Cavanaugh seconded. Motion passed unanimously.
 - c. Discussion/Possible Action re Executive Session re Limited Personnel Issue: Executive Director Annual Review*: Chair Silva took a roll call vote to enter into Executive Session for the purpose of Mr. Martinez's annual review. Ms. Cavanaugh, Ms. Sasche, Dr. Jarry and Chair Silva unanimously voted in favor and Chair Silva noted that Executive Session would begin at 4:50pm. Chair Silva took a roll call vote to end Executive Session. Ms. Cavanaugh, Ms. Sasche, Dr. Jarry and Chair Silva unanimously voted in favor to end the Executive Session. Chair Silva noted that the Executive Session ended at 5:22pm and no action was taken during the Executive Session.
 - d. Discussion/Possible Action Approval of Bernalillo County Lease Agreement*: Tabled.
11. Financial Items:
 - a. Discussion/Possible Action re BARS, May 2023 Bank Reconciliation, Payrolls and Accts. Payable Reports*: Ms. Cavanaugh moved to approve the May 2023 Bank Rec, Payroll and A/P Reports and BARs #517-000-2223-0057-T and #517-000-2223-0058-I. Ms. Sacshe seconded. Motion passed unanimously.

ASSURANCES

My name is Nicole Lucero and I reside in Albuquerque. I am a member of the governing body for Albuquerque Sign Language Academy a charter school which is located at 225 Griegos Rd NW Albuquerque, NM 87107, 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.

ASSURANCES

My name is Venesee Taylor and I reside in Sandia Park, NM. I am a member of the governing body for Albuquerque Sign Language Academy a charter school which is located at 225 Griegos Rd NW Albuquerque, NM 87107. 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:

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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.

Venesee Taylor
Printed Name

Venesee Taylor
Signature

7-1-23
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, Venesee Taylor, after being duly sworn, state:

1. My name is Venesee Taylor and I reside in Sandia Park, 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.

Venesee Taylor
[Signature]

7-1-23
Date

Venesee Taylor
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 1 day of July, 2023.

[Notary Seal:]

L. Tabitha Langford
NOTARY PUBLIC

My commission expires: _____, 20____.

STATE OF NEW MEXICO
County of Bernalillo ss)
Signed, sworn and affirmed to before me on
7/1/2023 by Venesee Taylor
L. Tabitha Langford
Notary Public
My Commission Expires:



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.

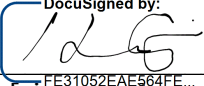
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

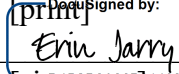
We make this statement as part of [insert name of school]’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

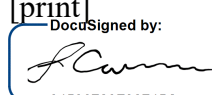
We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.

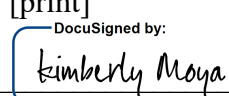
We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

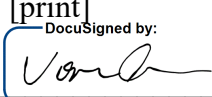
THE FOLLOWING MEMBERS OF THE ALBUQUERQUE SIGN LANGUAGE ACADEMY GIVE THE FOREGOING STATEMENT THIS __10th__ DAY OF __August__, 2023.

1. 
[signature]
Dana Grubestic

2. 
[signature]
Erin Jarry

3. 
[signature]
Jane Cavanaugh

4. 
[signature]
Kimberly Moya

5. 
[signature]
Vonnice Sachse
[print]

Attach additional pages if membership exceeds five.

6. _____
[signature]

[print]

7. _____
[signature]

[print]