



## 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 Tierra Adentro of New Mexico, hereafter "the School," effective on 7/1/2010

### Current Governing Body Officers:

**Chair/President:** Ted Baca

**Vice Chair/Vice President:** Carol Crawford

**Secretary:** Liz Marshall

**Current Governing Body members (non-officers):** Sandy Martinez

**Resigned or removed Governing Body member:** Rosalia Pacheco

**New Governing Body member(s) and position(s), please include contact information such as phone number(s) and email(s):** Click or tap here to enter text.

**Number of personnel changes and governing body changes submitted to PEC in the last 12 months:** NA

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

Click to enter signature   
Charter School Representative

Click or tap to enter a date.  
Date **7/13/23**

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

Click to enter signature  
Governing Board Chair/President

Click or tap to enter a date.  
Date **7/13/23**



**For PEC/CSD use only**

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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 CSD:**

***CSD***

Click to enter signature

***Date***

Click or tap to enter a date.

## Valenzuela, Lucy, PED

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**From:** Veronica Torres <veronicalyntorres@gmail.com>  
**Sent:** Friday, July 14, 2023 11:13 AM  
**To:** Schools, Charter, PED  
**Subject:** [EXTERNAL] GC Resignation  
**Attachments:** RP\_GCResignation.pdf

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

Good morning,

Attached is the PED form and letter of resignation from Rosalia Pacheco.

Thank you,

**Veronica Torres**  
**Executive Director**  
**Tierra Adentro of New Mexico**  
**1781 Bellamah Ave NW**  
**Albuquerque, NM 87104**  
**w. 505-967-4720 ext. 1003 c. 505-489-1900**



**Rosalia Pacheco** <rpacheco@tierraadentronm.org>  
to Elizabeth, me ▾

Apr 14, 2023, 1:33 PM ☆ ↶ ⋮

Hi Veronica,

I have not had any success finding people to donate. Carlos and I can donate \$100. Should we write out a check and mail it? I also reached out to Khia Griffith with the Albuquerque Community Foundation because they have a Community Impact Program. They should get back to me next week. I am hopeful they may be able to help or offer suggestions. I will let you know as soon as I hear back.

I also am preparing for my course load at UNM this summer and in the fall. Sadly, the courses I will be teaching will likely conflict with TANM board meeting times and school events. After thinking this through, I apologize that I will only be able to remain on the board until the end of June. This was a very difficult and sad decision to make. I hope within that time you can find someone else to replace me. I sincerely apologize. I know this is difficult because I just completed most of my training. I think this decision will be best because I will not be able to fully participate and that is also not fair to the other members of the board and to the commitment of being on the board. Thank you so much for inviting me to be a part of this important work. I will remain an advocate and supporter of TANM and hope to continue helping in any way I can.

Thank you,  
**Rosalia**



## 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 or members of the school's Governing Body. The school may report multiple member resignations/removals and designations on the same form.

**Submission Deadline:** Changes to the Governing Body membership 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.

#### The school must provide:

- Fully completed form
- Approved board minutes or certification of the board's vote 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

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## Governing Body Member Change Notification 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 Tierra Adentro Charter School, hereafter "the school," effective on 7/1/2020.

**Current Governing Body Members and Positions:** 4

**Governing Body Member(s) Resigning or Removed:** Click or tap here to enter text.

**New Governing Body Member(s) and Position(s):** 1

**Contact information for New Governing Body Member(s) (phone, email):** Carrie Freeman, 505-301-4574, [carrie.t.freeman@gmail.com](mailto:carrie.t.freeman@gmail.com)

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months:** Click or tap here to enter text.

**Effective Date:** 8/10/2023

The school's notification is hereby submitted by:

**Signature of School Representative:**  **Date:** 8/9/23

**Signature of Governing Board Chair:**  **Date:** 8/9/23

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### For PEC/CSD use only

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**PEC Meeting Date:**

**Agenda:**  Consent (typical)  Regular (unusual circumstance)

**The school's notification was:**  Accepted  Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

