



## 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 Turquoise Trail Charter School, hereafter "the School," effective on 7/1/2020

**Current Governing Body Officers:**

**Chair/President:** Sammi Triolo

**Vice Chair/Vice President:** Victoria Schweizer

**Secretary:** Amber Maes

**Current Governing Body members (non-officers):** Alejandra Rodriguez – Treasurer, Matt Pahl, Ruth Center, Miranda Mascarenas

**Resigned or removed Governing Body member:** Hannah Mazur

**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:** 4

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

  
Stephanie Estwing (Aug 29, 2023 13:19 MDT)

Aug 29, 2023

Charter School Representative

Date

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

  
Sammi Triolo (Aug 29, 2023 13:20 MDT)

Aug 29, 2023

Governing Board Chair/President

Date

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**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)

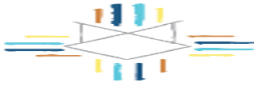
**Electronic signature of CSD:**

***CSD***

Click to enter signature

***Date***

Click or tap to enter a date.



Francesca Margaritondo <fmargaritondo@ttschool.org>

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## Fwd: GC Resignation

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**Sammi Triolo** <striolo@ttschool.org>  
To: Francesca Margaritondo <fmargaritondo@ttschool.org>

Tue, Aug 29, 2023 at 11:40 AM

Here is Hannah's formal resignation.  
-Sammi

----- Forwarded message -----

From: **Hannah Mazur** <hmazur@ttschool.org>  
Date: Sat, Jul 15, 2023 at 2:01 PM  
Subject: GC Resignation  
To: Sammi Triolo <striolo@ttschool.org>  
Cc: Amber Romero <ambromero@ttschool.org>

Sammi,

I am writing to inform you of my resignation from the Governance Council effective 30 days from today on August 15th, 2023.

GC Member Amber Maes has agreed to finish my current term of Secretary and was nominated and accepted the nomination for the next term.

Thank you,  
Hannah










# B.2-Governing-Body-Notification-4.5.23\_MB - H. Mazur

Final Audit Report

2023-08-29

Created:	2023-08-29
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9kWrUV7hfDkHalsIVpF8nCcX35tLUeqN

## "B.2-Governing-Body-Notification-4.5.23\_MB - H. Mazur" History

-  Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)  
2023-08-29 - 3:27:48 PM GMT- IP address: 63.151.133.234
-  Document emailed to Stephanie Behning (sbehning@ttschool.org) for signature  
2023-08-29 - 3:28:36 PM GMT
-  Email viewed by Stephanie Behning (sbehning@ttschool.org)  
2023-08-29 - 7:18:45 PM GMT- IP address: 66.102.7.230
-  Document e-signed by Stephanie Behning (sbehning@ttschool.org)  
Signature Date: 2023-08-29 - 7:19:22 PM GMT - Time Source: server- IP address: 63.151.133.234
-  Document emailed to striolo@ttschool.org for signature  
2023-08-29 - 7:19:23 PM GMT
-  Email viewed by striolo@ttschool.org  
2023-08-29 - 7:19:45 PM GMT- IP address: 66.102.6.147
-  Signer striolo@ttschool.org entered name at signing as Sammi Triolo  
2023-08-29 - 7:20:21 PM GMT- IP address: 104.255.16.232
-  Document e-signed by Sammi Triolo (striolo@ttschool.org)  
Signature Date: 2023-08-29 - 7:20:23 PM GMT - Time Source: server- IP address: 104.255.16.232
-  Agreement completed.  
2023-08-29 - 7:20:23 PM GMT