



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. Vacancies must be filled within 45 days; one 30-day extension may be requested.

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:

- x Fully completed form
- x Approved board minutes or certification of the board's vote accepting the new member
- x Resignation Letter or board meeting minutes removing the previous member
- x Statement of Governing Body Member to Consult with PED
- x Affidavit of Governing Body Member
- x Assurances of Governing Body Member

Contact charter.schools@ped.nm.gov with questions about completing or submitting documents.

Governing Body Member Change Notification 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 Taos Academy Charter School, hereafter "the school," effective on 7/1/2023.

Current Governing Body Members and Positions:

Dean Caldwell – President
Karen Shannon– Treasurer
Donna Mellinger – Vice President
Simeon Herskovits – Secretary
Martin Molz – Member

Governing Body Member(s) Resigning or Removed: Simeon Herskovits Resigned

New Governing Body Member(s) and Position(s): Samantha Gonzales Secretary

Contact information for New Governing Body Member(s) (phone, email): 575-779-7454
samanthasamoie@gmail.com

Is the school requesting an extension to fill a vacancy: yes no
If so, provide date of vacancy:

Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: 1

Effective Date: 9/11/2023

The school's notification is hereby submitted by:

Traci Filiss

Signature of School Representative: Traci Filiss Date: 11-Sept-2023

Signature of Governing Board Chair: Dean J. Caldwell Date: 11-Sept-2023

For PEC/CSD use only

PEC Meeting Date:

Agenda: Consent (typical) Regular (unusual circumstance)

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

Electronic signature of CSD Director: _____ Date: _____

Meeting Minutes
Taos Academy Charter School
Governing Council Meeting
110 Paseo Del Canon Taos NM 87571
Date, Sept. 11, 2023

5:30pm

Google Meet joining info

Video call link: <https://meet.google.com/ccx-kvho-bcc>

Or dial: (US) +1 929-277-6767 PIN: 210 345 036#

Live stream <https://stream.meet.google.com/stream/5854bd0e-1c74-49ee-b14f-9e383302b29e>

A. Call To Order – 5:38

B. Roll Call – Dean Caldwell (President) Present, Karen Shannon (Treasurer) Present, Donna Mellinger (Vice president) Present, Simeon Herskovits (Member) Absent, Martin Molz (member).

NON-VOTING STAFF ATTENDANCE - Traci Filiss (Executive Director), Jamie Lucero-Martinez (Community Coordinator), Elizabeth LeBlanc (Director Teaching and Learning), Deanna Mooney (Contracted Finance Director/Business Official), Lisa Joseph (Community Schools Coordinator).

C. Pledge of Allegiance-5:39

D. Approval of Agenda (Action)- Approval of __September__ agenda:

____Martin____ moves as modified to approve agenda, _____Karen_____ seconds, Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

E. Approval of Minutes (Action) – Approval of __August__ minutes:

____Karen____ moves to approve minutes, _____Martin_____ seconds, Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries

F. Governing Council Input - Sept 22nd: Meet the Staff. Dean will bring Keish, Donna Juice/Coffee & Creamer, Karen will bring pastries, Martin will bring fruit, Sam will bring a surprise, TA will provide plates, napkins & spoons/forks. Meet at 8:00 am and start at 8:30.

G. Public Input (See below)- N/A

H. Financial reports (Discussion & Action)

a. Business Services update

Financials and Bank Statement were provided to board members for the materials that were discussed in the Finance Committee.

Busy with audit, and beginning of the fiscal year.

c. BAR Approvals (Action) - No BARS for tonight.

d. Finance/Audit Committee update-

Approval of unaudited financial reports:Karen moves to approve the unaudited financial reports as presented, Martin seconds the motion. Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

I. Operations & Instructional Reports (Discussion & Action)-

a. New GC member review - Sam Gonzales.

b. GC Training - Tabled

- c. Foundation Report - Tabled.
- d. TA Community Council Report (PAC/EQ/CS) - The TA Community Council met in August to kick off the new year. The Parent Advisory, Equity Council and Community Schools are now coming together as The TA Community Council to streamline meeting times and to share ideas across the entire organization. Bringing other groups in for presentations to this group is one of the hopes as we move forward. We also would like to be able to provide child care and food for these meetings. The time has also changed to be earlier at 4:15 on Wednesday's.
- e. STEM Director's Report - Fall classes have begun. Eleven classes are being offered. Five classes for high school with a total enrollment of forty-two students and six classes for middle school with a total of forty-eight students enrolled. Class registration is closed for this term. Our Fall festival featuring our STEM+Arts program will take place on Thursday, October 12th, 2023. Time TBA.
- f. District Testing Coordinator's Report - DTC -
Spring state assessment scores have been released. Families received notice of online score report availability on Jul 13, 2023 and paper score reports were sent to families last week via backpack mail.
Fall Measures of Academic Progress, MAP interim assessments have begun. All students take this test during their advisory. The test provides instructors information on the student's current instructional level in both reading and math. MAP is given three times yearly. Interim assessments are required by NMPED though each school district has a choice in which assessment to give students.
All 10th graders and some 11th graders will take the PSAT/NMSQT in October. The test will be administered digitally for the first time. The test has also undergone some changes. Students may use passing scores from the PSAT/NMSQT to demonstrate competency for graduation.
- g. Director of Teaching & Learning (Principal's Report) - Starting the year off with 260 students and 9 new staff members. New programming for SY2324: CCP1-4 with a Capstone Project at our final community night; all seniors develop Digital Portfolios aligned with the 9 Essential Skills (basically TA's Profile of a Graduate); 5th & 6th grade students receiving increased live instruction in Math and ELA as well as participating in High Dosage Tutoring through NMPED; incorporating PSAT review for 11th grade; working with community partners on our of school time programming such as: Chess Club, Youth Coding League, eSports Team, Fly Fishing Club, Film Class, and a few more partnerships coming on board.
- h. Executive Director's Report - Facility projects are coming to an end. Just finishing details and landscaping. Shade canopies are being developed across the campus. The Finance department is running smoothly with audit preparations. Funding is strong and grants are getting used for

programming. Recharter documents are ready to submit. Security items on campus are complete.

i. Monthly GC Calendar Development and Strategic Planning Review - No Changes. Next month we will plan our retreat for early November on a weekend. Date TBA.

j. Recharter Application acceptance (Action) - Martin moves to accept Recharter Application, Donna seconds, Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

k. Policy (action) - G Personnel (10 policies)- : Donna moves to approve Policy G (10 Policies), Martin seconds, Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

l. Closed session - Personnel - Closed Session- (7:16) p.m.
- Karen moves to go into closed session to discuss personnel matters. Donna seconds the motion. Traci, Karin, Jamie, Ashley, Elizabeth, Erica and Deanna are invited to stay. Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

7:20 p.m Martin moves to come out of closed session. Karen seconds the motion. Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

Matters discussed during the closed session were limited to those specified in the motion for closure.

m. New GC member (action) - : Donna moves to approve New GC Member Sam Gonzales, upon acceptance of Simeon Herkovits resignation letter: Martin seconds, Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

n. Next Board Meeting Agenda -November retreat planning we will be having it at Martin's Office. Advertising our GC members will be at the staff breakfast.

o. Adjournment - Karen moves to adjourn, Martin seconds the motion. Roll call, Dean yes, Donna yes, Martin yes, Karen yes, Motion carries.

Adjourned: 7:26 p.m

Public Input: Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Taos Academy Governing Council asks that any and all public input be limited to a reasonable amount of time, three to five minutes. No action will be taken on items presented and comments regarding matters under litigation will not be allowed. Individuals with a disability who need any form of auxiliary aid or service to attend or participate at this meeting are to contact Director Traci Filiss at tfiliss@taosacademy.org at least one week prior to the meeting.

Dr. Dean Caldwell
Dr. Traci Filiss

Taos Academy
Taos, NM 87571
September 10, 2023

Dear Dean and Traci,

It is with mixed feelings that I am submitting my resignation from the Governing Council, effective September 10, 2023. I have enjoyed the work and the camaraderie for many years and have had nothing but positive experiences as a council member.

However, for personal reasons I need to focus on my own health and healing. I have always been proud to mention that I serve on the Governing Council of such an accomplished school, and I hope that Taos Academy continues their fine tradition.

Thank you for understanding and I wish the council and the school a bright future in continuing their excellence in education.

Best regards,



Simeon Herskovits

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Taos Academy Charter School located in Taos, 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.

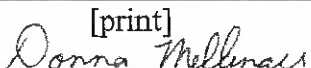
We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.


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.

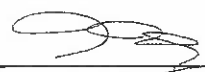
We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.


THE FOLLOWING MEMBERS OF THE TAOS ACADEMY CHARTER SCHOOL GIVE THE FOREGOING STATEMENT THIS 11th DAY OF September, 2023.

1. 
[signature]
Dean Caldwell

2. 
[signature]
Donna Mellinger
[print]

3. 
[signature]
Karen Q. Shannon
[print]

4. 
[signature]
Martin Molz
[print]

5. 
[signature]
Samantha Gonzalez
[print]

Attach additional pages if membership exceeds five.

ASSURANCES

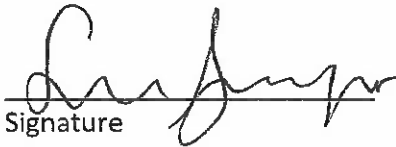
My name is Samantha Gonzalez and I reside in Santa Fe, NM. I am a member of the governing body for Taos Academy a charter school which is located at 110 Paseo del Canon W Taos, NM. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal 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.

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.

Samantha Gonzalez

Printed Name



Signature

09/22/2023

Date

