



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

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 Solare Collegiate Charter School, hereafter "the school," effective on 9/17/2018.

Current Governing Body Members and Positions: Ronnie Rivas-Savell, Chair; Joe Dan Lovato, Vice Chair/Secretary; Michelle Casias, Treasurer; Peter Lorenz, Member; Michael Wallace, Member

Governing Body Member(s) Resigning or Removed: Brandi Thompson, Norma Binder (deceased)

New Governing Body Member(s) and Position(s): Samuel Naranjo, Member; Jennifer Prye, Member

Contact information for New Governing Body Member(s) (phone, email): Samuel Naranjo: 505-670-7052, mrsamuelaranjo@gmail.com; Jennifer Prye, 210-363-1872, pryejennifer@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: N/A

Effective Date: 10/4/2023

The school's notification is hereby submitted by: Rachael Sowards, Head of School

Signature of School Representative: *Rachael Sowards* **Date:** 10/4/2023

Signature of Governing Board Chair:  **Date:** Oct 4, 2023
[Ronnie Rivas-Savell \(Oct 4, 2023 13:01 MDT\)](#)

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:** _____

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 Solare Collegiate Charter School, hereafter "the school," effective on 9/1/2018.

Current Governing Body Members and Positions: Ronnie Rivas-Savell, Chair; Joe Dan Lovato, Vice Chair; Michelle Casias, Treasurer; Samuel Naranjo, Secretary; Peter Lorenz, Member; Michael Wallace, Member; Jennifer Prye, Member

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

New Governing Body Member(s) and Position(s): MaryBeth Weeks, Member


Contact information for New Governing Body Member(s) (phone, email): Marybeth Weeks, mbweeks@outlook.com 505-205-4255

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: 10/17/2023

The school's notification is hereby submitted by:

Signature of School Representative: Rachael Sowards **Date:** 10/19/2023

Signature of Governing Board Chair:  **Date:** Oct 19, 2023
[Ronnie Rivas-Savell \(Oct 19, 2023 16:38 CDT\)](#)

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:** _____






B2-Governing-Body-Member-Change-Notification-7.31.23 (1)

Final Audit Report

2023-10-04

Created:	2023-10-04
By:	Jane Guevara (jguevara@solarecollegiate.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAART-MYsCyxwUH7CCogu_383Gfqm15i67X

"B2-Governing-Body-Member-Change-Notification-7.31.23 (1)" History

-  Document created by Jane Guevara (jguevara@solarecollegiate.org)
2023-10-04 - 6:55:31 PM GMT- IP address: 50.202.74.102
-  Document emailed to Ronnie Rivas-Savell (ronnie.savell@airmethods.com) for signature
2023-10-04 - 6:55:58 PM GMT
-  Email viewed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
2023-10-04 - 7:00:48 PM GMT- IP address: 172.225.198.40
-  Document e-signed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
Signature Date: 2023-10-04 - 7:01:24 PM GMT - Time Source: server- IP address: 73.242.134.98
-  Agreement completed.
2023-10-04 - 7:01:24 PM GMT



Governing Board Special Meeting
Solare Collegiate Charter School
October 3, 2023 at 6pm

A. Opening Business

1. Call to Order

6:01pm

2. Roll Call

Board Members	Attendance
Ronnie Rivas-Savell	Present
Peter Lorenz	Present
Michelle Casias	Present
Joe Dan Lovato	Present
Mike Wallace	Present
Rachael Swards	HOS
Guests Present	
Jennifer Prye	New Board Member
Samuel Naranjo	New Board Member

3. Vote on whether to approve October 3, 2023 Special Meeting Agenda

Motion: Joe Dan

2nd: Michelle

B. Action Items

1. Possible Action on approval of new board membership

Samuel Naranjo

Motion to approve Samuel Naranjo's board membership: Joe Dan

2nd: Michelle

Jennifer Prye

Motion to approve Jennifer Prye's board membership: Michelle

2nd: Joe Dan

*Completed at 6:34pm

E. Closing Business

1. Next Scheduled Meetings:
 - a. Regular Meeting October 17, 2023



Solare Collegiate Charter School

2. Adjourn

Time: 6:36pm

Motion: Michelle

2nd: Mike

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to the meeting, please contact Rachael Sowards at rsowards@solarecollegiate.org or 505.917.6442 at least 48 hours prior to the meeting or as soon as possible.

September 25, 2023

To the Governing Board of Solare Collegiate:

I write to inform you that, regrettably, I am placing my resignation from the governing board effective September 25, 2023. I have received an unfortunate health diagnosis which requires a substantial treatment program. I do not feel that, in light of this unsettling news, I will be able to fulfill the commitment of a governing board member. Therefore, I resign to allow someone who can be more present and dedicated to replace me.

I thank you for the opportunity to serve, learn, and grow. It was a true honor to work among such impressive peers, and to serve a necessary and worthy organization. I wish nothing but the best to the organization and the leadership team and hope to see you on the other side in good health.

Sincerely,

Brandi Thompson

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on October 3, 2023 at 6 _____ p.m.,
a meeting of the Governing Body of Solare Collegiate Charter School, a
New Mexico public charter school, was held at
8801 Gibson Blvd SW, ABQ NM 87121 _____. The meeting and
all votes were conducted in compliance with the New Mexico Open Meetings
Act.

A quorum of the Governing Body’s members being present and voting, it was
voted 5 in favor and 0 opposed to

Possible action on the addition of Samuel Naranjo to the SCCS governing board.

Possible action on the addition of Jennifer Prye to the SCCS governing board.

The members voting in favor were:

Ronnie Rivas-Savell, Joe Dan Lovato, Peter Lorenz, Michelle Casias, Michael Wallace

The members voting in opposition were:

None

I, the undersigned, certify that this is a true copy.


Joe Dan M. Lovato (Oct 4, 2023 13:24 MDT)

Secretary







CERTIFICATE OF GOVERNING BODY VOTE (3).docx (1)

Final Audit Report

2023-10-04

Created:	2023-10-04
By:	Jane Guevara (jguevara@solarecollegiate.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA52BZBH61c4P9Eil6NzpaG6f5umBRZfM6

"CERTIFICATE OF GOVERNING BODY VOTE (3).docx (1)" History

-  Document created by Jane Guevara (jguevara@solarecollegiate.org)
2023-10-04 - 7:09:24 PM GMT- IP address: 50.202.74.102
-  Document emailed to jlovato@solarecollegiate.org for signature
2023-10-04 - 7:09:46 PM GMT
-  Email viewed by jlovato@solarecollegiate.org
2023-10-04 - 7:24:06 PM GMT- IP address: 63.151.133.234
-  Signer jlovato@solarecollegiate.org entered name at signing as Joe Dan M. Lovato
2023-10-04 - 7:24:32 PM GMT- IP address: 63.151.133.234
-  Document e-signed by Joe Dan M. Lovato (jlovato@solarecollegiate.org)
Signature Date: 2023-10-04 - 7:24:34 PM GMT - Time Source: server- IP address: 63.151.133.234
-  Agreement completed.
2023-10-04 - 7:24:34 PM GMT

ASSURANCES

My name is Samuel Narayo and I reside in Peña Blanca, NM. I am a member of the governing body for Solare Collegiate a charter school which is located at 8801 Gibson Blvd SW, 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.

Samuel Naranjo
Printed Name

Samuel V. Naranjo
Signature

10/04/2023
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF BERNALILLO)

I, Samuel Naranjo, after being duly sworn, state:

1. My name is Samuel Naranjo and I reside in Peña Blanca, New Mexico.

2. I am a member of the governing body of the Solare Collegiate 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 Solare Collegiate'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.

Samuel V. Naranjo
[Signature]

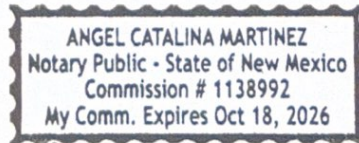
10/05/2023
Date

Samuel Naranjo
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 5th day of October, 2023.

[Notary Seal:]



Angel Catalina Martinez
NOTARY PUBLIC

My commission expires: October 18, 2026.

ASSURANCES

My name is **Jenn Prye** and I reside in **Rio Rancho New Mexico**. I am a member of the governing body for **Solaire Collegiate Charter School** a charter school which is located at **8801 Gibson Blvd SW, Albuquerque, NM 87121**, I assure that in my capacity as a member of the governing body, the **Solaire Collegiate 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.
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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.
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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.



Jenn Prye

10/6/2023

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, Jennifer Prye, after being duly sworn, state:

1. My name is Jenn Prye and I reside in Rio Rancho, New Mexico.
2. I am a member of the governing body of the Solaire Collegiate Charter School 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 [insert name of school]'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.

Jennifer Prye _____ [Signature] Date

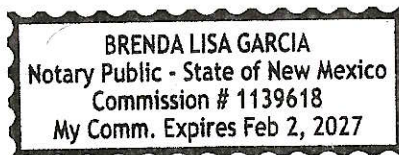
Jennifer Prye
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 13 day of October, 2023.

[Notary Seal:] B L G NOTARY PUBLIC

My commission expires: February 2, 2023.



STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Solare Collegiate Charter School 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 Solare Collegiate Charter School GIVE THE FOREGOING STATEMENT THIS 4 DAY OF October, 2023.

1. 
Ronnie Rivas-Savell (Oct 4, 2023 12:04 MDT)

[signature]
Ronnie Rivas-Savell



Jennifer Prye (Oct 6, 2023 06:43 MDT)

Jennifer Prye


2. [print]
3. 
Joe Dan Lovato (Oct 4, 2023 12:28 MDT)

[signature]
Joe Dan Lovato

[print]


Samuel Naranjo (Oct 6, 2023 06:49 MDT)

Samuel Naranjo

4. 
Michelle Casias (Oct 4, 2023 14:43 MDT)

[signature]
Michelle Casias

[print]

5. Michael Wallace
Michael Wallace (Oct 5, 2023 08:29 MDT)

[signature]
Michael Wallace

[print]

6. Peter Lorenz
Peter Lorenz (Oct 5, 2023 08:29 MDT)

[signature]
Peter Lorenz

[print]

Attach additional pages if membership exceeds five.











B.2.c-Statement-of-Governing-Body-to-Consult-with-PED

















Final Audit Report

2023-10-06

Created:	2023-10-04
By:	Jane Guevara (jguevara@solarecollegiate.org)
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Transaction ID:	CBJCHBCAABAArJZE2imnGJ5n7pIhUHDk4e9yT7YYJOee

"B.2.c-Statement-of-Governing-Body-to-Consult-with-PED" History

-  Document created by Jane Guevara (jguevara@solarecollegiate.org)
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-  Document e-signed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
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-  Document emailed to jlovato@solarecollegiate.org for signature
2023-10-04 - 6:04:12 PM GMT
-  Email viewed by jlovato@solarecollegiate.org
2023-10-04 - 6:20:04 PM GMT- IP address: 63.151.133.234
-  Signer jlovato@solarecollegiate.org entered name at signing as Joe Dan M. Lovato
2023-10-04 - 6:21:09 PM GMT- IP address: 63.151.133.234
-  Document e-signed by Joe Dan M. Lovato (jlovato@solarecollegiate.org)
Signature Date: 2023-10-04 - 6:21:11 PM GMT - Time Source: server- IP address: 63.151.133.234
-  Document emailed to mrocasias@gmail.com for signature
2023-10-04 - 6:21:13 PM GMT
-  Email viewed by mrocasias@gmail.com
2023-10-04 - 8:43:10 PM GMT- IP address: 104.28.85.158

-  Signer mrocasias@gmail.com entered name at signing as Michelle Casias
2023-10-04 - 8:43:47 PM GMT- IP address: 174.240.16.29
-  Document e-signed by Michelle Casias (mrocasias@gmail.com)
Signature Date: 2023-10-04 - 8:43:49 PM GMT - Time Source: server- IP address: 174.240.16.29
-  Document emailed to Michael Wallace (michael.wallace2@optum.com) for signature
2023-10-04 - 8:43:53 PM GMT
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2023-10-04 - 8:44:52 PM GMT- IP address: 20.22.207.237
-  Document e-signed by Michael Wallace (michael.wallace2@optum.com)
Signature Date: 2023-10-05 - 2:29:21 PM GMT - Time Source: server- IP address: 161.249.179.132
-  Document emailed to Peter Lorenz (peter.lorenz@unirac.com) for signature
2023-10-05 - 2:29:24 PM GMT
-  Email viewed by Peter Lorenz (peter.lorenz@unirac.com)
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2023-10-06 - 12:43:30 PM GMT
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-  Signer mrsamuelnaranjo@gmail.com entered name at signing as Samuel Naranjo
2023-10-06 - 12:49:39 PM GMT- IP address: 104.28.85.56
-  Document e-signed by Samuel Naranjo (mrsamuelnaranjo@gmail.com)
Signature Date: 2023-10-06 - 12:49:41 PM GMT - Time Source: server- IP address: 104.28.85.56
-  Agreement completed.
2023-10-06 - 12:49:41 PM GMT



New Mexico Public Education Commission (PEC)

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Final Audit Report

2023-10-19

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By:	Jane Guevara (jguevara@solarecollegiate.org)
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Transaction ID:	CBJCHBCAABAAoJGtEPnQ5PIBeg0P9L3tobqQvhIFQlvA

"B2-Governing-Body-Member-Change-Notification-7.31.23 (1) (1)" History

-  Document created by Jane Guevara (jguevara@solarecollegiate.org)
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-  Document emailed to Ronnie Rivas-Savell (ronnie.savell@airmethods.com) for signature
2023-10-19 - 8:50:57 PM GMT
-  Email viewed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
2023-10-19 - 9:37:53 PM GMT- IP address: 104.28.132.125
-  Document e-signed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
Signature Date: 2023-10-19 - 9:38:34 PM GMT - Time Source: server- IP address: 107.77.234.26
-  Agreement completed.
2023-10-19 - 9:38:34 PM GMT

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, MaryBeth Weeks, after being duly sworn, state:

1. My name is MaryBeth Weeks and I reside in Rio Rancho, NM, New Mexico.

2. I am a member of the governing body of the Solare Collegiate Charter School in Albuquerque, NM, 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 Solare Collegiate Charter School'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.

MaryBeth Weeks

[Signature]

10/20/2023

Date

MaryBeth Weeks

[Print]

VERIFICATION

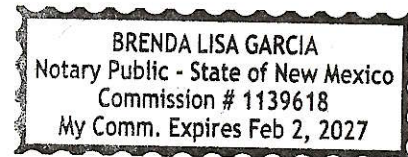
The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 20th day of October, 2023.

[Notary Seal:]

B L G

NOTARY PUBLIC

My commission expires: Feb 2, 2027.



ASSURANCES

My name is MaryBeth Weeks and I reside in Rio Rancho, NM. I am a member of the governing body for Solare Collegiate Charter School a charter school which is located at 8801 Gibson Blvd SW, Albuquerque, NM 87121, 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.

<u>MaryBeth Weeks</u>	<u><i>Marybeth weeks</i></u>	<u>10/20/2023</u>
Printed Name	Signature	Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of Solare Collegiate Charter School, 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 Solare Collegiate’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 Solare Collegiate GIVE THE FOREGOING STATEMENT THIS 17 DAY OF October, 2023.


1. 

[signature]
Ronnie L. Rivas-Savell




Samuel Naranjo (Oct 20, 2023 17:19 MDT)

Samuel V. Naranjo

2. 

[signature]
Joe Dan M. Lovato



Jennifer Prye (Oct 20, 2023 17:20 MDT)

Jenn Prye

3. Michael Wallace

[signature]
Michael Wallace




MaryBeth Weeks (Oct 22, 2023 10:35 MDT)

MaryBeth Weeks

4. Peter Lorenz

[signature]
Peter Lorenz

[print]

5. 

[signature]
Michelle Casias

[print]

Attach additional pages if membership exceeds five.











B.2.c-Statement-of-Governing-Body-to-Consult-with-PED (1)

















Final Audit Report


2023-10-22

Created:	2023-10-19
By:	Jane Guevara (jguevara@solarecollegiate.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA07qR3d5oT2yUT4PqWYohWTbfsAwycYpc


"B.2.c-Statement-of-Governing-Body-to-Consult-with-PED (1)" History

-  Document created by Jane Guevara (jguevara@solarecollegiate.org)
2023-10-19 - 8:38:21 PM GMT- IP address: 98.249.117.104
-  Document emailed to Ronnie Rivas-Savell (ronnie.savell@airmethods.com) for signature
2023-10-19 - 8:39:29 PM GMT
-  Email viewed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
2023-10-19 - 9:15:13 PM GMT- IP address: 104.28.39.144
-  Document e-signed by Ronnie Rivas-Savell (ronnie.savell@airmethods.com)
Signature Date: 2023-10-19 - 9:39:58 PM GMT - Time Source: server- IP address: 107.77.234.26
-  Document emailed to jlovato@solarecollegiate.org for signature
2023-10-19 - 9:39:59 PM GMT
-  Email viewed by jlovato@solarecollegiate.org
2023-10-19 - 11:09:44 PM GMT- IP address: 174.231.17.241
-  Signer jlovato@solarecollegiate.org entered name at signing as Joe Dan M. Lovato
2023-10-19 - 11:10:25 PM GMT- IP address: 174.231.17.241
-  Document e-signed by Joe Dan M. Lovato (jlovato@solarecollegiate.org)
Signature Date: 2023-10-19 - 11:10:27 PM GMT - Time Source: server- IP address: 174.231.17.241
-  Document emailed to Michael Wallace (michael.wallace2@optum.com) for signature
2023-10-19 - 11:10:31 PM GMT
-  Email viewed by Michael Wallace (michael.wallace2@optum.com)
2023-10-20 - 3:41:02 PM GMT- IP address: 104.47.56.254

-  Document e-signed by Michael Wallace (michael.wallace2@optum.com)
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-  Document emailed to Peter Lorenz (peter.lorenz@unirac.com) for signature
2023-10-20 - 3:41:50 PM GMT
-  Email viewed by Peter Lorenz (peter.lorenz@unirac.com)
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-  Document e-signed by Peter Lorenz (peter.lorenz@unirac.com)
Signature Date: 2023-10-20 - 4:39:47 PM GMT - Time Source: server- IP address: 96.92.65.137
-  Document emailed to mrocasias@gmail.com for signature
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-  Signer mrocasias@gmail.com entered name at signing as Michelle Casias
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-  Document e-signed by Michelle Casias (mrocasias@gmail.com)
Signature Date: 2023-10-20 - 5:29:58 PM GMT - Time Source: server- IP address: 174.218.19.97
-  Document emailed to mrsamuelnaranjo@gmail.com for signature
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-  Document emailed to mbweeks@outlook.com for signature
2023-10-20 - 11:21:00 PM GMT

 Email viewed by mbweeks@outlook.com


2023-10-22 - 4:34:28 PM GMT- IP address: 159.118.141.69

 Signer mbweeks@outlook.com entered name at signing as MaryBeth Weeks

2023-10-22 - 4:35:32 PM GMT- IP address: 159.118.141.69

 Document e-signed by MaryBeth Weeks (mbweeks@outlook.com)

Signature Date: 2023-10-22 - 4:35:34 PM GMT - Time Source: server- IP address: 159.118.141.69

 Agreement completed.


2023-10-22 - 4:35:34 PM GMT

ASSURANCES

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<u>MaryBeth Weeks</u> Printed Name	<u></u> Signature	<u>10/20/2023</u> Date
---------------------------------------	---	---------------------------

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on October 17, 2023 at 6p.m, a meeting of the Governing Body of Solare Collegiate, a New Mexico public charter school, was held at 8801 Gibson Blvd SW and via Zoom. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 5 in favor and 0 opposed to possible action on the approval of MaryBeth Weeks as a governing board member

The members voting in favor were: Joe Dan Lovato, Michelle Casias, Samuel Naranjo, Jenn Prye, and Peter Lorenz

The members voting in opposition were: None

I, the undersigned, certify that this is a true copy.


Joe Dan M. Lovato (Oct 19, 2023 15:21 MDT)



Secretary



NOTICE AND AGENDA

Regular Governing Board Meeting
Solare Collegiate Charter School
8801 Gibson Blvd SW, Albuquerque, NM 87121
Tuesday, October 17, 2023 at 6:00pm

A. Opening Business

1. Call to Order 6:08
2. Roll Call : Michelle Casias, Peter Lorenz, Joe Dan Lovato, [Samuel Naranjo](#), Jenn Prye
Absent: Michael Wallace, Ronnie Rivas Savell
3. Vote on whether to approve October 17, 2023 Regular Meeting Agenda -- Peter (first), Joe Dan (second)-- 5-0
4. Vote on whether to approve September 19, 2023 Regular Meeting Minutes -- Joe Dan (first), Peter (second)-- 5-0
5. Vote on whether to approve October 3, 2023 Special Board Meeting Minutes -- Peter (first), Joe Dan (second)- 5-0

B. Public Comment (10 minute time limit)

1. 8 staff members in attendance
 - a. Mia Rameriz- spoke to support and team orientation of the school
 - b. Berkley Delgado-- first year teacher, looked for a community to support their own growth
 - c. Tenise Lucas-- positive behavior supports of scholars
 - d. Naomi Vijeila -- adults who are growth focused and support our adults to grow
 - e. Kaitlin Pyke-- Growth mindset in school environment, excited to grow into a leadership role, collaborative adult community
 - f. Amanda Mansfield-- Clear work expectations supports her ability to teach well, feedback given in a way that's not disruptive
 - g. Sabrina Rivera -- Support, coaching, professional development as a strength ; community connection and impact to community so impactful to Sabrina
 - h. Juan Adams-- Felt he was done with education before Solare -- importance of SEL and school community

C. Head of School Report

1. Charter Renewal Application
 - a. Renewal application submitted on Monday, October 2, 2023
 - b. Site Visit: October 11, 2023
 - i. Overall a success!
 - c. CSD Preliminary Analysis- November 1
 - d. School Response to Preliminary analysis- November 15
 - e. CSD Final Analysis- December 1
 - f. PEC Renewal Hearing- December 11-15
 - g. Contract Negotiations- Spring 2024
2. Academic
 - a. Received ATSI Designation, based on 21-22 data-- special group performance -- special education
 - i. Presently contesting this with NMPED based on thorough data analysis
 - b. 22-23 Data still embargoed-- but very positive trends to be shared soon!
3. Human Capital



-
- a. Hurray for staff guests today!
 4. Enrollment
 - a. Goal 338
 - b. Presently 305
 - c. APS conferences this Thursday/Friday-- anticipate the uptick in enrollment following these conferences
 5. Finance
 - a. Healthy fund balance
 - b. Intentional spending down of ESSER funds by EOY 2023-2024
 - c. Grants received: 25k SEL grant, 18k Stronger Connections Grant
 - d. Present grant applications in process: 100k Federal Community Schools
 - e. Future grant application submission: CSGF, CSP via PCSNM, Kitchen Supply Grant
 6. Board Relationship
 - a. In process getting committee meetings scheduled and recurring
 - b. Board recruitment-- strong!

Peter asks about board's role in the process, concerns about comparative performance, etc.

Prye recommends the board receive a 1 page document over mission goal and contract items

D. Action Items

1. Possible Action on approval of BARS
 - a. GOB Library Fund-- Joe Dan (first), Peter (second)- 5-0
 - b. Other BARS
2. Possible Action on Approval of Board Membership -- MaryBeth speaks about interest in the board. Joe Dan asks what's most intriguing about joining our board, Michelle asks what committees -- Joe dan (1st), Samuel (2nd)-- 5-0
3. Possible Action on Approval of Secretary Role -- Joe Dan nominates Samuel as secretary, Joe Dan (1st), Jenn (2nd)- 5-0
4. Possible Action on Approval of Chief Procurement Officer - Peter (1st), Joe Dan (2nd), 5-0

E. Discussion Items

1. Finance Committee
2. Audit Committee
3. Governance Committee
 - a. Assignment of Committees
 - b. Schedule committee meetings
4. Academic Committee
5. Equity Council
 - a. Board Member Interested?

F. Closing Business

1. Next Scheduled Meeting: November 21 , 2023
2. Adjourn 7:48 Joe Dan (1st), Jenn (2nd)- 4-0



If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to the meeting, please contact Rachael Sowards at rsowards@solarecollegiate.org or 505.917.6442 at least 48 hours prior to the meeting or as soon as possible.