

This document aligns with the Performance Framework adopted by the Public Education Commission October 20, 2023

Indicator 3.C. Compliance with Legal Requirements: The school creates a safe environment and is in compliance with the charter contract, federal and state statutes and rules, and PED guidelines unless waivers preserving charter autonomy are in place

Indicator 3.C. Business Rules:

- School complies with all requirements in the CSD’s Annual Compliance Checklist for the current fiscal year, published on the PEC and CSD web pages by July 1 annually.
- To confirm compliance with PED requirements and statutes/rules enforced by PED, CSD will request data from other PED bureaus/divisions to verify compliance.
- CSD will verify compliance with the contract during the annual site visit and annual report process.
- To update the compliance requirements each year:
 - CSD will only update the list of compliance requirements as required by the PED, PEC or state and federal law.
 - PEC adopts the updated list by June 30 of each year.

Indicator 3.C. Rating:

Meets Standard: In compliance with all requirements, is timely with submissions and does not have to resubmit due to errors.

Working to Meet Standard: In compliance with all requirements but may be late with submissions and may have to resubmit due to errors in the initial submission.

Does Not Meet Standard: Out of compliance with one or more requirement or one or more compliance requirement is not submitted.

Process: The CSD will monitor compliance through a) input provided by other bureaus and divisions within PED, b) desktop monitoring, c) on-site review, and d) through other notifications and information recived about the school's non-compliance [according to the timeline below:](#)

1. The CSD compiles a list of compliance item and submits the list to PEC the Friday before the May meeting. It will include any new legislative changes, rules and PED requirements made that year.
2. The PEC discusses the list at the May and June work sessions and approves it at the June meeting.
3. The list is published on the PEC web page prior to July 1; CSD will send a reminder to each state charter school.
4. Before September 1, each school shall submit to CSD an assurance letter and governing board minutes showing review and discussion of the Compliance Requirements document.
5. Based on [the Ratings Standards](#), CSD will rate each item, providing an explanation for any ratings of Partially Compliant or Out of Compliance.
6. As part of the annual report process, the CSD will provide an overall rating for 3.C Compliance with Legal Requirements, in accordance with the Performance Framework.

2024-25 Annual State Charter School Compliance Requirements

Under the Organizational Performance Framework Indicator 3C, a Charter School must demonstrate, and when requested, provide evidence that "The school creates a safe environment and is in compliance with the charter contract, federal and state statutes and rules, and PED guidelines unless waivers preserving charter autonomy are in place." This Annual Compliance Requirements document represents a list of evidence and data sources the Charter Schools Division (CSD) may monitor, in partnership with other PED Bureaus to assess a school's progress with standards within the Organizational Performance Framework. It is also a tool to support schools with self-monitoring. Evidence of compliance must be demonstrated and made available for inspection by the deadline established by the respective PED bureau or by the CSD annual site visit date, whichever occurs earliest.

Compliance Area		Standard	Resource(s)	Deadline
Contract	Mission Statement	Contractual Mission Statement Promoted and Implemented	Charter Contract	Annual Site Visit Date
	Enrollment and Grade Levels	Enroll and serve students within the enrollment cap and grade-levels authorized	Charter Contract	Annual Site Visit Date
	Amendments and Notifications	Timely submission of Amendment requests and notifications	Amendments and Notifications Policies	28 or 14 days prior to PEC meeting as listed on form
College, Career, and PED Guidance	College and Career Readiness	Next Step Plans (NSP) (grades 8-12)	6.29.1.9J(2) NMAC; NSP Guidance	During last 60 days of SY (grades 8-11); before graduation (grade 12)
	Curriculum and Instruction	MLSS Self-Assessment and Implementation	NMPED MLSS Guidance Tool	8/25/2023 (Community Schools Grant Participants) or 9/1/2023
		Literacy Plan completed timely and implemented	22-13-32 NMSA 1978 and NMAC 6.30.17	
	Data Validation	Timely validation of 40, 80, 120 day and end of year (EOY) data	NOVA Guidance	Provided annually by IT
	Education Personnel	Valid and appropriate educator licensure and cleared background checks for all employees and volunteers	22-10A-5 NMSA 1978; Licensure Guidance	Annual Site Visit Date
		Signed contracts and evaluations of all licensed school employees		Educator Growth Development Guidance
		Beginning Teacher Mentorship Program implemented	6.60.10 NMAC	Educator Growth Development Guidance
	Language and Culture	Accurate and timely screening, identification and services provided to English Learners	6.29.5 NMAC; EL Guidance	Ongoing
	Identity, Equity and Transformation	Compliance with the Black Education Act (BEA); no substantiated Anti-Racism, Anti-Oppression Portal or federal level complaints	22-23C NMSA 1978; BEA Guidance	Ongoing
		Equity Council	Equity Council Guidelines	Ongoing
Indian Education	Compliance with the Indian Education Act	22-23A NMSA 1978; 6.25.6 NMAC	Ongoing	
	Conduct tribal consultation		Twice annually, by November 30 and April 30	

Federal and State Statutes, Administrative Code	(for schools meeting definition under 6.35.2.7 NMAC)	Needs assessment including accountability tool	6.35.2 NMAC, Indian Education Division Guidance	October 15 every 3 years
		Systemic framework for improving educational outcomes		Published on website annually by January 15
		Tribal Education Status Report		Annually by September 30
	Safe and Healthy Schools	Compliance with Attendance for Success Act and Submission of Attendance Improvement Plan	22-12A NMSA 1978	Annual Site Visit Date
		Menstrual Products in School Bathrooms	22-1-15 NMSA 1978	Annual Site Visit Date
		Safe Schools Plan submitted timely and implemented	6.12.6 NMAC	Every 3 years by December 31 (Schools with SSPs due December 2023)
		Student Wellbeing and Competency Survey Administration (Grades 3-12)	Student Wellbeing and Competency Survey Guidance	Required Administration Window 11/15-12/15/2023
	School Improvement	Attendance Policy and Improvement Plan submitted timely and implemented	22-12A-7 NMSA 1978	Review policy at Annual Site Visit Date and School meets deadline set by PED for reports
		NM DASH Plan Annual and 90-day plans submitted timely (schools with designations)	NM DASH Resource Library	School-specific (Deadlines sent to LEAs)
	School Policies approved by Governing Council in place and implemented	Open Meetings Act (OMA) Policy and Annual Statement posted on the school website	OMA Compliance Guide	Annual Site Visit Date
		Complaint Policy for families and staff	6.10.3 NMAC	
		FERPA and IPRA policies	14-2 NMSA 1978; 20 U.S.C. § 1232g.	
		Conflict of Interest and Neoptism Policy	22-8B-10B and 22-8B-5 NMSA 1978	
		Student Discipline Policy	22-5-4.3 NMSA 1978; 6.11.2 NMAC	
	Tobacco, Alcohol, Drug-Free Policy and Medical Cannabis policy	6.12.4 NMAC; 6.12.10 NMAC		
	Special Education	Compliance with all agency, state and federal Special Education laws, rules, guidance, and no substantiated State or Federal Special Education Complaints	Special Education Law, Rule and Guidance	
			6.31.2 NMAC	

2024-25 Annual State Charter School Compliance Requirements

CSD monitors compliance requirements by a combination of: CSD desktop monitoring, other PED bureaus reporting to CSD, site visit document review and focus groups

Compliance Area		Standard	Monitoring	Rating	Explanation if not in compliance
Contract	Mission Statement	Contractual Mission Statement Promoted and Implemented			
	Enrollment and Grade Levels	Enroll and serve students within the enrollment cap and grade-levels authorized	Nova data reports		
	Amendments and Notifications	Timely submission of Amendment requests and notifications	CSD desktop monitoring		
Statutes, Administrative Code, and PED Guidance	College and Career Readiness	Next Step Plans (NSP) (grades 8-12)	CCRB reporting to CSD		
	Curriculum and Instruction	MLSS Self-Assessment and Implementation	C&I reporting to CSD		
		Literacy Plan completed timely and implemented	Literacy Bureau reporting to CSD		
	Data Validation	Timely validation of 40, 80, 120 day and end of year (EOY) data	IT reporting to CSD		
	Education Personnel	Valid and appropriate educator licensure and cleared background checks for all employees and volunteers	Nova data reports; Licensure reporting		
		Signed contracts and evaluations of all licensed school employees	Site visit document review; Educator Growth reporting		
		Beginning Teacher Mentorship Program implemented	Educator Growth reporting site visit focus groups		
	Language and Culture	Accurate and timely screening, identification and services provided to English Learners	Nova reports; LCD reporting; site visit focus groups		
	Identity, Equity and Transformation	Compliance with the Black Education Act (BEA); no substantiated Anti-Racism, Anti-Oppression Portal or federal level complaints	IET reporting		
		Equity Council	LCD reporting		
	Indian Education (for schools meeting definition under 6.35.2.7 NMAC)	Compliance with the Indian Education Act	IED reporting		
		Conduct tribal consultation	Tribal authority reporting		
		Needs assessment including accountability tool	IED reporting		
		Systemic framework for improving educational outcomes			
		Tribal Education Status Report			
Safe and Healthy	Compliance with Attendance for Success Act and Submission of Attendance Improvement Plan				
	Menstrual Products in School Bathrooms				

Federal and State	Schools	Safe Schools Plan submitted timely and implemented	Safe & Health Schools Bureau reporting		
		Student Wellbeing and Competency Survey Administration (Grades 3-12)			
	School Improvement	Attendance Policy and Improvement Plan submitted timely and implemented	PSB reporting; CSD review of DASH plans		
		NM DASH Plan Annual and 90-day plans submitted timely (schools with designations)			
	School Policies approved by Governing Council in place and implemented	Open Meetings Act (OMA) Policy and Annual Statement posted on the school website	CSD desktop monitoring		
		Complaint Policy for families and staff			
		FERPA and IPRA policies			
		Conflict of Interest and Neoptism Policy			
		Student Discipline Policy			
	Tobacco, Alcohol, Drug-Free Policy and Medical Cannabis policy				
	Special Education	Compliance with all agency, state and federal Special Education laws, rules, guidance, and no substantiated State or Federal Special Education Complaints	Special Education Division reporting		

NOTE: For each item, there could be an assurance or minimum monitoring first (likely don't ne
 NOTE: The assurance is a statement by the school that they know of the requirement and are

2024-25 Annual St

CSD monitors compliance requirements by a combination of: CSD desktop monitoring, other PED t
 (if submission was late or had to be resubmitted due to errors), **Out of Compliance**, or **N/A**. CSD r
 bureau does not report to CSD regarding that requirement, the CSD may request an assurance for
Assurances.

Compliance Area		Standard	School
Contract	Mission Statement	Contractual Mission Statement Promoted and Implemented	
	Enrollment and Grade Levels	Enroll and serve students within the enrollment cap and grade-levels authorized	
	Amendments and Notifications	Timely submission of Amendment requests and notifications	
Federal and State Statutes, Administrative Code, and PED Guidance	College and Career	Next Step Plans (NSP) (grades 8-12)	
	Curriculum and Instruction	MLSS Self-Assessment and Implementation	
		Literacy Plan completed timely and implemented	
	Data Validation	Timely validation of 40, 80, 120 day and end of year (EOY) data	
	Education Personnel	Valid and appropriate educator licensure and cleared background checks for all employees and volunteers	
		Signed contracts and evaluations of all licensed school employees	
		Beginning Teacher Mentorship Program implemented	
	Language and Culture	Accurate and timely screening, identification and services provided to English Learners	
	Identity, Equity and Transformation	Compliance with the Black Education Act (BEA); no substantiated Anti-Racism, Anti-Oppression Portal or federal level complaints	
		Equity Council	
	Indian Education (for schools meeting definition under 6.35.2.7 NMAC)	Compliance with the Indian Education Act	
		Conduct tribal consultation	
		Needs assessment including accountability tool	
		Systemic framework for improving educational outcomes	
	Safe and Healthy Schools	Tribal Education Status Report	
		Compliance with Attendance for Success Act and Submission of Attendance Improvement Plan	
Menstrual Products in School Bathrooms			
Safe Schools Plan submitted timely and implemented			
School Improvement	Student Wellbeing and Competency Survey Administration (Grades 3-12)		
	Attendance Policy and Improvement Plan submitted timely and implemented		
	NM DASH Plan Annual and 90-day plans submitted timely (schools with designations)		
School Policies	Open Meetings Act (OMA) Policy and Annual Statement posted on the school website		

School Policies approved by Governing Council in place and implemented	Complaint Policy for families and staff	
	FERPA and IPRA policies	
	Conflict of Interest and Neoptism Policy	
	Student Discipline Policy	
	Tobacco, Alcohol, Drug-Free Policy and Medical Cannabis policy	
Special Education	Compliance with all agency, state and federal Special Education laws, rules, guidance, and no substantiated State or Federal Special Education Complaints	

ed both and could grey out the assurance if not needed). Then if an issue is raised there can be on top of the issue. The timing of the assurance can be done at any time. It should not be a pr

Late Charter School Compliance Requirements

bureaus reporting to CSD, site visit document review and focus groups and rates each requirement. CSD may not conduct a desktop review of every requirement in every school year. If CSD does not review the school's governing board that those requirements have been met. Ratings for those require

School	Minimum Monitoring	Monitoring	Rating
	Nova data reports		
	CSD desktop monitoring		
	CCRB reporting to CSD		
	C&I reporting to CSD		
	Literacy Bureau reporting to CSD		
	IT reporting to CSD		
	Nova data reports; Licensure reporting		
	Site visit document review; Educator Growth reporting		
	Educator Growth reporting site visit focus groups		
	Nova reports; LCD reporting; site visit focus groups		
	IET reporting		
	LCD reporting		
	IED reporting		
	Tribal authority reporting		
	IED reporting		
	Assurance and Safe & Heath Schools Bureau reporting		
	PSB reporting; CSD review of DASH plans		

	CSD desktop monitoring		
	Special Education Division reporting		

