

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 Rio Grande Academy of Fine Arts, hereafter "the school," effective on 7/1/2022.

Current Governing Body Members and Positions: Dr Susan McConnell VP, Kathy McClendon President, Oren Ran Treasurer, Dana Flores Member, Corrine Teller Member, Christine May-San Member, Amer Child, Member

Governing Body Member(s) Resigning or Removed: Dr. Jenn Pena

New Governing Body Member(s) and Position(s): Corrine Teller, Member

Contact information for New Governing Body Member(s) (phone, email): 505-459-3888 - - corrine.teller@riograndeacademyoffinearts.com

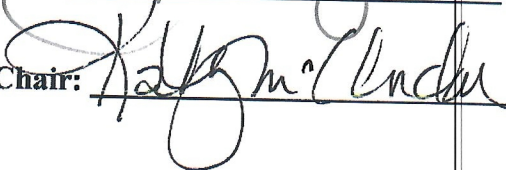
Is the school requesting an extension to fill a vacancy: NO
If so, provide date of vacancy: Click or tap here to enter text.

Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: 2

Effective Date: 4/16/2024

The school's notification is hereby submitted by:

Signature of School Representative:  _____ **Date:** 5/27/24

Signature of Governing Board Chair:  _____ **Date:** 5/27/24

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:** _____

Jennifer M. Peña, Ph.D.
3944 Kodiak Rd NE
Rio Rancho, NM 87144
7 April 2024

Kathy McClendon
Board President
Rio Grande Academy of Fine Arts
1401 Old Coors Dr SW
Albuquerque, NM 87121

Dear Madame President,

It is with regret that I submit my resignation from the Rio Grande Academy of Fine Arts Board, effective April 17, 2024.

It has been an honor and pleasure to serve as a founding Board member for this school. I am eternally grateful for this opportunity.

Respectfully,

A handwritten signature in black ink, appearing to read "Jennifer M. Peña". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jennifer M. Peña, Ph.D.
Secretary

Cc:
Dr. Susan McConnell, Vice President
Michele Platis, Co-Founder
Jordan Franco, Co-Founder

OATH OF OFFICE

I, Corrine Teller do solemnly swear that I will support the Constitution of the United States and the Constitution and Laws of the State of New Mexico; and that I will faithfully and impartially discharge the duties of the office of **Rio Grande Academy of Fine Arts CHARTER SCHOOL BOARD MEMBER** on which I am about to enter, to the best of my ability, so help me God.

Administered by: Kathy McClendon,
President of the RioGAFA Governing Board

Date: May 1, 2024

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO

COUNTY OF BERNALILLO

I, Corrine Teller, after being duly sworn, state:

1. My name is Corrine Teller and I reside in Albuquerque, NM.
2. I am a member of the governing body of Rio Grande Academy of Fine Arts 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 Rio Grande Academy of Fine Arts' 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.



5/7/24

[Signature]

[Date]

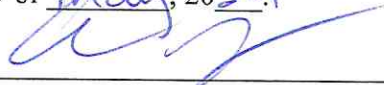
Corinne Teller

[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 7th day of May, 2024.

[Notary Seal:]



NOTARY PUBLIC

My commission expires: 7/23, 2025.



ASSURANCES

My name is Corinne Teller and I reside in Albuquerque, NM. I am a member of the governing body for Rio Grande Academy of Fine Arts, a charter school which is located at 1401 Old Coors Rd, 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:

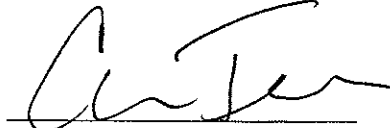
1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal 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.

*for excellence
(incl. ELL)*

Corinne Teller

Printed Name



Signature

5/13/24

Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Rio Grande Academy of Fine Arts, located in Albuquerque, New Mexico.

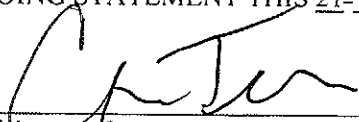
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Rio Grande Academy of Fine Arts' 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 MEMBER/S OF THE Rio Grande Academy of Fine Arts GIVE THE FOREGOING STATEMENT THIS 21st DAY OF May 2024.

1. 

[signature]
Corinne Teller

[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

Approved

**RIO GRANDE ACADEMY OF FINE ARTS
GOVERNING BOARD MEETING
MINUTES
April 16, 2024**

GOVERNING BOARD MEMBERS

Kathy McClendon, President
Dr. Susan McConnell, Vice President
Dr. Jenn Peña, Secretary
Christine Mya-San
Amer Child
Dana Flores
Oren Ran, Treasurer

AGENDA

A. WELCOME AND CALL TO ORDER by Kathy McClendon at 6:33

B. ROLL CALL of Board Members & Welcome Staff and Guests

Board Members

- a. Kathy McClendon, President-Present
- b. Dr. Susan McConnell, Vice President-Present
- c. Dr. Jenn Peña, Secretary-Present
- d. Christine Mya-San -Absent
- e. Amer Child-Present
- f. Dana Flores-Present
- g. Oren Ran, Treasurer-Present

Guests

- h. Jordan Franco, Co-Director
- i. Michele Platis, Co-Director
- j. Kelly Callahan, Consultant
- k. Corrine Teller, Potential New Board Member
- l. Rebekah Runyan, Business Manager
- m. Sam Gonzales, Compliance Director DMH Law

C.

D. *Motion to *ADOPT THE AGENDA

- a. Motion to approve by Amer Child, Seconded by Dr. Jenn Peña
- b. Unanimously approved

E. *Motion to *APPROVE MINUTES of March 19, 2024

- a. Motion to approve by Amer Child, Seconded by Oren Ran
- b. Unanimously approved

F. FINANCIALS REPORT

Treasurer Ran/Runyan

a. *Motion to *APPROVE March Financial Report incl. BARs

- i. Motion to approve by Kathy McClendon, Seconded by Dr. Susan McConnell
- ii. BAR 2324-0038-T 24109 - Preschool IDEA B Transfer to function 1000 \$ -
 1. Transfer from 2200 to 1000
- iii. Discussion of P Card- concerned that there are items listed as “various items”- need more specifics for audits. Less concerned about this particular round, but want to make sure we move forward with more specific information of where items were purchased and a summary of the items purchased. School will begin adding more detail to be specific about vendors and items purchased. Especially want additional transparency on P-Card.
- iv. Reviewed the rest of the financial packet
- v. Financial records need to be accessible to the public
- vi. Unanimously approved

G. GOVERNING BOARD TRAINING REPORT by Kelly Callahan

- a. All Board training has been completed!
- b. A survey will be sent for feedback and requests to continue for next year

H. INSTRUCTIONAL and OPERATIONS

RioGafa Directors

a. Directors’ Report

- i. Michele received an extremely prestigious award, Western Region Administration Art Educator of the Year!!!! Huge congratulations to her!

b. DATA Reporting

- i. March was heavy on shifts for interventions and grounding that interventions can be arts integrated as well!
- ii. Seeing increases for proficiency
- iii. Students who had not been previously showing growth ARE NOW SHOWING GROWTH
- iv. Students continue to reach growth goals
- v. Mission Specific Goals- continued high attendance rates- 85% February, 94% March

c. Staffing

- i. Bringing on two new ed fellows for next year and they have started already and doing well

d. Schedule/Events Professional Development/Training

- i. Community schools meeting
- ii. Celebration of the Arts Day

e. Students

- i. 84.29% attendance with attendance incentives

f. Recruitment Report

- i. enrollment at 135
- ii. held lottery, offered a lot of seats and many are accepting
- iii. almost all students returning

g. Property/Site

- i. continuing to work on land

h. Miscellaneous

- i. NMPED CSD Visit- Excellent results- very supportive, great feedback. Shout out on LinkedIn and lots of positive and kind responses. Preliminary results are expected in a couple of weeks (within 30 days) and final report next school year. Board would like a

copy when available.

I. GOVERNANCE

- a. *Motion to *APPROVE Community Schools Resolution** **Governing Board**
- i. Motion to approve by Dana Flores, Seconded by Oren Ran
 - ii. Directors have applied, but not yet approved. Board must approve strategies if funded.
 - iii. Following a discussion, recommendation to table the approval of resolution until it is determined if school will be funded.
 - iv. Oren Ran rescinded motion to approve community schools resolution
 - v. Dana Flores rescinded motion to approve community schools resolution
 - vi. Motion to table approval of community schools resolution by Kathy McClendon, Seconded by Dr. Susan McConnell.
- b. *Motion to *APPROVE scheduling a SPECIAL MEETING Tuesday, April 30, 2024, to approve the Budget** **Governing Board**
- i. Motion to approve by Dr. Susan McConnell, Seconded by Amer Child
 - ii. Unanimously approved
- c. *Motion to *APPROVE a new board member** **Governing Board**
- i. Motion to approve by Kathy McClendon, Seconded by Oren Ran
 - ii. Introduction of potential Board member, Corrine Teller
 - iii. Introduction to current Board members
 - iv. Discussion of strengths from Dr. Susan McConnell
 - v. Discussion of why Corrine is interested in coming on to the Board
 - vi. Roll Call Vote:
 1. Kathy McClendon, President- Yes
 2. Dr. Susan McConnell, Vice President- Yes
 3. Dr. Jenn Peña, Secretary- Yes
 4. Amer Child- Yes
 5. Dana Flores- Yes
 6. Oren Ran, Treasurer- Yes
 - vii. Unanimously approved
- d. Receipt of Resignation Letter of Dr. Jenn Peña** **Governing Board**
- i. Receipt accepted, effective April 17, 2024

J. GOVERNING BOARD COMMENTS

Governing Board

- a. Evaluation for Jordan and Michele is needed for next regularly scheduled Board Meeting
- b. New Secretary will need to be determined at the next regularly scheduled Board Meeting
- c. NEXT Scheduled Meeting May 21, 2024
- d. ADJOURNMENT

Respectfully submitted by Dr. Jenn Peña, Secretary

Approved May 21, 2024