

**New Mexico Public Education Commission  
Work Session Minutes**

**June 20, 2024**

Open Public Meeting via Zoom Webinar and in person at  
the Jerry Apodaca Education Building, 300 Don Gaspar Ave., Santa Fe, NM 87501

**[Link to Meeting Recording](#)**

Chair Patricia Gipson called the work session to order at 9:06am

**1. Call to Order and Roll Call**

**Commissioners in attendance in person:**

Commissioner Patricia Gipson, Chair, District 7, Las Cruces  
Commissioner Steven J. Carrillo, Vice Chair, District 10, Santa Fe  
Commissioner Timothy Beck, Secretary, District 3, Albuquerque  
Commissioner Alan Brauer, District 3, Albuquerque  
Commissioner Sharon Clahchischillige, District 5, Aztec  
Commissioner Stewart Ingham, District 6, Deming  
Commissioner K.T. Manis, District 9, Hobbs

**Commissioners on Zoom:**

Commissioner Rebekka Burt, District 4, Rio Rancho

**Commissioners not in attendance:**

Commissioner Michael Taylor, District 8 Roswell  
Commissioner Melissa Armijo, Secretary, District 1, Albuquerque

**Also Present:**

Julia Barnes, PEC Attorney  
Dr. Brigitte Russell, CSD Deputy Director  
Melissa "Missy" Brown, CSD  
Consuelo Constantine, CSD  
Kim Faulkner, CSD  
Jorge Gonzales, PED IT  
Jessic Stansten, PED AP Supervisor

**Members of the Public in person and on Zoom are listed on the attendance document.**

Martica Davis, CSD  
Julianna Montoya, CSD  
Diana Serna, CSD

Lucy Valenzuela, CSD  
Bianca Olona-Elwell, CSD  
Ken Norris, CSD  
Samantha Ramierz, CSD  
Kelli Renken, CSD  
Cheryl Rowe, CSD  
Ted Farnath, CSD  
Valery Ratliff Parker  
Samantha Gonzales  
Action Save Alma  
Janet Van Coglijn

**1. Discussion of annual report information and annual notices for 2023-24 and subsequent school years**

a. Partial completion of annual reports

CSD will prepare partial reports including financial indicators, organizational indicators other than 1.b. Assessment participation, and mission goal data. No annual reports will be prepared for renewing schools as 2023-24 data will be incorporated into the Renewal Part A report.

b. Separate calculation of growth by a consultant on older contracts

Growth calculations will be done for schools under the new performance framework for 2024-25. No schools are under the new performance framework currently so 2023-24 reports will not include calculation of growth by a consultant.

c. Use of Vistas designations in annual reports and annual notices

d. Academic information provided from Vistas score

Commissioners discussed whether individual indicators that feed into Vistas should be included in annual reports. It was decided that proficiency, graduation, etc., will continue to be included in reports.

e. School input to an annual report and identification of the resolution

Reports will include a chart at the end of the report indicating the date the report was sent to the school, and school response, if any.

f. Requesting waivers of review timeline for renewal schools

Schools may agree to a timeline of fewer than 45 days to review a report prior to a PEC meeting, otherwise CSD and PCS will work with the 45 day timeline in 6.2.9 NMAC.

**2. Review of Vistas designation revisions for 2022-23**

PEC will send new notices of performance for just a few schools whose designations changed. Those will be approved along with revised 2022-23 annual reports.

**3. Discussion and possible action to approve new or revised policies effective July 1, 2024**

a. Renewal Application: Transition School Checklist and Assurances

- PEC approved changes recommended by CSD, to be voted on at the June 21st meeting.
- b. Conflict of Interest letter  
Applicants will use the PSFA conflict of interest letter.

#### **4. Discussion of Closure Checklist and its implementation**

Commissioners directed CSD to edit the document, removing school-specific language and dates and making minor changes, including monthly reporting to the PEC from the date of closure vote to completion of the process. The checklist will be on the July work session agenda and be voted on at the July meeting.

#### **5. Discussion of options for Indicators of Distress**

Gipson stated that PEC members (Gipson, Burt, Manis, and Ingham) and CSD staff (Corina Chavez and Missy Brown) went to the National Charter School Resource Center's Indicators of Distress work group meeting in Chicago. The members agreed that the PEC should have an indicators of distress tool for state authorized charter board members. The CSD will align the tool to New Mexico standards and will organize support materials specifically to help in areas that are listed on the tool and will be accessible to board members. The tool will be required for the governing boards to complete, but to ensure an honest assessment, the PEC will not have access to the surveys to protect their objectivity. Schools can reach out to the CSD for help and support the Charter Schools. Epicenter will be able to track if emails are being opened (read) or the PEC may require some sort of assurance.

#### **6. Discussion of options for Governing Board/Board of Finance member replacement**

- a. Ability to request information in bylaws such as public comment, member appointment  
PEC will work with legislators to enact a statute to set up an equitable process to replace a charter school board.
- b. Existing legal authority for Secretary  
The Cabinet Secretary only has the authority to remove a school board for districts.

#### **7. Report from Chair on reimbursements**

- a. Commissioner reimbursements, guidance on submission and plans for travel  
PEC Liaison Consuelo Constantine and Jessica Stanton from the PED Administrative Services Division reviewed PED and DFA procurement rules governing PEC travel.
- b. PED grants to schools and PED grant award letters.  
Deputy Director Russell presented data on Requests for Reimbursement (RfRs) that were unpaid as of June 11. There are 34 RfRs waiting to be approved by program, two longer than 30 days, and 49 RfRs waiting to be approved by PED Flowthrough, 13 longer than 30 days. One of the RfRs with programs was correctly submitted but not approved before the grant ended; PED appealed to the US Department of Education and awaits a response as to whether the RfT can be paid. If any schools request it, CSD will look into individual RfRs. Going forward, CSD will run monthly RfR reports to track reimbursements.

#### **8. Subcommittee updates**

- a. Charter Performance
  - I. Authorizer Software: update on status of rollout  
Dr. Russell reported that weekly meetings with the contractor are taking place and the system will be ready for the school year 2024-25. The 2024 renewal applications will be submitted in Epicenter. 2023-24 reports will not be done with Epicenter.
  - II. Discussion of logo  
Commissioner Manis announced he designed six logos during the PED Work Session. PEC will vote to select one at the July meeting.
- b. Budget: update on monies swept by PED and the PED use of funds  
Chair Gipson said only she and Director Chavez attended the budget meeting. There is no money to give gifts to principals/directors retiring; it would be a procurement violation.
- c. Policy  
Chair Gipson said no update.
- d. Food Service: update on letter to Secretary  
The subcommittee in conjunction with Public Charter Schools of New Mexico sent a letter to PED Policy and Legislative Affairs Division regarding 6.12.16 NMAC Healthy Universal School Meals.
- e. Address legislative and regulatory options  
Chair Gipson suggested that she would like to ask for volunteers to serve on the legislative subcommittee. Commissioner Carrillo volunteered. Chair Gibson will ask tomorrow for more volunteers.

## 9. Reports from PEC Liaisons

- a. Legislative Education Study Committee (LESC) – Commissioner Gipson  
Chair Gibson said LESC is meeting in Chama next week. There is nothing specific about charters but she will attend as many issues affect all schools including charters.
- b. Legislative Finance Committee (LFC) – Commissioner Gipson
- c. NM Indian Education Advisory Council – Commissioner Clahchischillage  
Commissioner Clahchischillage tried to make the meeting but was working off an old agenda. She was able to meet with them but not the official meeting. She will attend the next meeting.
- d. NM Public School Capital Outlay Council (PSCOC) – Commissioner Ingham  
Commissioner Ingham said he attended the board meeting and they had an extensive meeting with 14 projects on the consent agenda which they wanted to vote on in one fall swoop. All 14 projects were approved. His position is lease reimbursements need to be upgraded by a significant amount. This can only be changed through legislation. Chair Gipson said I thought the language allowed the lease reimbursements awards to keep pace with inflation. PSCOC has done a flat percentage. The PEC will look into this for sure.
- e. NM Public School Insurance Authority (NMPSIA) – Commissioner Manis  
Commissioner Manis attended in person stating we recently secured a new benefit for members that is Surgery Plus. This will make the cost of surgery much cheaper. NMPSIA is working on trying to get more providers in NM to be a part of Surgery Plus. He will attend the annual meeting in July.
- f. NM School Boards Association (NMSBA) – Commissioner Carrillo

Commissioner Carrillo suggested presenting on the performance framework. Chair Gipson suggested indicators of distress. PEC will decide in August.

- g. NM State Library Commission – Commissioner Taylor  
Commissioner Taylor was not in attendance.
- h. NM Coalition of Educational Leaders – Commissioner Beck