

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 Hozho Academy, hereafter "the school," effective on 3/26/2024.

Current Governing Body Members and Positions: Jeremy Boucher, President; Eric James, VP; Erin Montano, Secretary; Brinn King, Treasurer; Rebecca Boucher, Board Member

Governing Body Member(s) Resigning or Removed: Eric James

New Governing Body Member(s) and Position(s): Gabriel Suk, Board Member

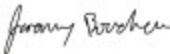
Contact information for New Governing Body Member(s) (phone, email): 312-914-6628, gabriel.suk@gmail.com

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

Effective Date: 3/26/2024

The school's notification is hereby submitted by:

Signature of School Representative:  **Date:** 04/25/2024
Juliane Hillock (Apr 25, 2024 13:49 MDT)

Signature of Governing Board Chair:  **Date:** 04/25/2024

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:** _____

ASSURANCES

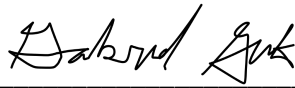
My name is Gabriel Suk and I reside in Gallup, NM. I am a member of the governing body for Hozho Academy a charter school which is located at Gallup, NM, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the 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.

Gabriel Suk

Printed Name



Signature

4/23/2024

Date

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Hozho Academy, located in _____, New Mexico.

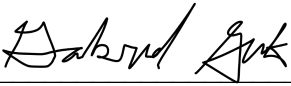
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

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 [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS ___ DAY OF _____, 2011.

1. 

[signature]
Gabriel Suk

[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

Agenda/x Minutes of Hózhó Academy Governing Council

Date: April 23, 2024

Time: 5:00pm

School: 515 Park Ave, Gallup NM 87301

Meeting Type: x Regular Special Proposed Approved

I. Meeting was brought to order at 5:20 pm

II. Pledge of Allegiance led by Juliane Hillock

III. Roll Call

[SECRETARY]

Members:	Present	Absent
Jeremy Boucher	x <input type="checkbox"/>	<input type="checkbox"/>
Erin Montano	x <input type="checkbox"/>	<input type="checkbox"/>
Gabriel Suk	x <input type="checkbox"/>	<input type="checkbox"/>
Brinn King	x <input type="checkbox"/>	<input type="checkbox"/>
Eric James	<input type="checkbox"/>	x <input type="checkbox"/>
Rebecca Boucher	x <input type="checkbox"/>	<input type="checkbox"/>

Other Attendees: Juliane Hillock, Katie Rarick, Sam Gonzales, Teri Fraizer

IV. Approval of Agenda:

[CHAIRPERSON]

Action Requested: Approve agenda

Motion: no additions or corrections so deemed approved

Second: [BLANK]

Amendments: [BLANK]

Unanimous or **Ayes:** **Nays:**

V. Approval of Consent Agenda Items:

Action Requested: Approval of minutes from meetings on March 26, 2024

Adjustment to include Gabriel Suk replacing Eric James on the board and other future board members will be starting July 1st, 2024.

Motion: motion to approve minutes with above correction on March 26, 2024 by Montano

Second: King

A copy of the meeting minutes are available for public inspection at Hózhó Academy within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes. Hózhó Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Jeremy Boucher (board@hozhoacademy.org) 5 business days prior to the meeting.

No correction or objection: [BLANK]

<input type="checkbox"/> Unanimous	or	Ayes:	Nays:
Jeremy Boucher		x	
Erin Montano		x	
Gabriel Suk		x	
Brinn King		x	
Rebecca Boucher		x	

VI. Principal Report

a. 670 enrollment. 51% Native American. Tribal consultation will take place on Friday. Preschool application pending approval. Hillsdale hosted 5 students. Hillsdale site visit occurred- have not received follow up yet. NWEA results show increase growth from 26th to 46th in Math from 2022 to 2024. ELA also increased from 34th to 52nd achievement. Around 40th is national average. PSAT taken for the first time at our school- our entire 10th grade take it. New Mexico requires 11th graders to take it. 42% of our students exceeded ERW benchmark and 14% have exceeded Math benchmark. Students featured on front cover of Independent for Project Venture receiving 2 million in funds. 182 kids on waiting list.

VII. Finance Report – Budget Report

a. Policies and procedures were emailed. Reauthorizing since no changes have occurred. Budget best practices: sustainable, compliant, and has public input (open meeting). FY 25 changes. Unit value went up by 3.22%. At risk multipliers decreased 0.031 which reduces SEG for Hozho by \$134k- everyone's went down this year not just Hozho. Extended calendar increases funding- \$1,539,511.76 for Hozho. Funding based on membership and calendar. Our calendar will look very similar to FY24. Charter school division paid for by 2% of schools SEG funding. Salaries increase 3%. NMPSIA (medical expenses and premiums) rates have increased 15% and risk insurance has increased 40% for Hozho because of buses, building liability, and sports. Budget is based on conservative estimate of enrollment being 755 students. Kept salary schedule from past 2 years but returning teachers will get increase of 3%. ERB pension stayed flat. Federal funding decreased due to ESSER funds (covid) ending. Still waiting on transportation funding estimate. Lease assistance will go up because enrollment increase. 58% of budget are salary and benefits. Projected revenue \$15.7 million- largest is SEG (68%), impact aid could increase more since have increased amount of students that would qualify. Athletic salaries \$204,500. NMPSIA is an estimate because premiums are increasing so

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much not sure how many personnel will stay with plan. Rent based if bond deal goes through. Lots of variables at play, impact aid, enrollment, NYMPSIA, transportation that can all affect sustainability. Reserve will increase drastically if we can keep expense % below revenue % increase. When a 1/3 of Hozho's budget is based on reimbursements, will affect cash flow.

- b. **Calendar: have flex for one additional day off for FY25: Election day or Navajo Sovereignty day or would go into June. Calendar is set up to have Election Day off.**
- c. **Bank Rec and Check Register- \$600k on bills not including salaries.**

VIII. Action Items:

Action Requested: Approval FY25 Budget Items

1. FY25 Operating Budget
2. FY25 IDEA Budget
3. FY25 Title I Budget
4. FY25 Title II Budget
5. FY25 Other Budgets
6. FY25 Policies and Procedures
7. FY25 Calendar
8. FY25 Salary Schedules

Motion: motion to approve FY25 Budget Items as presented listed 1-8 by King

Second: Suk

Amendments: [BLANK]

<input type="checkbox"/> Unanimous	or	Ayes:	Nays:
Jeremy Boucher		x	
Erin Montano		x	
Gabriel Suk		x	
Brinn King		x	
Rebecca Boucher		x	

Action Requested: Part-time Resolution NMPSIA

Recommend do not do this year- risk too high due to expenses.

Motion: motion to not approve part-time resolution NMPSIA by J. Boucher

Second: King

Amendments: [BLANK]

<input type="checkbox"/> Unanimous	or	Ayes:	Nays:
Jeremy Boucher		x	

Erin Montano x
Gabriel Suk x
Brinn King x
Rebecca Boucher x

Action Requested: Approval of March Bank Rec and Check Register
Motion: motion to approve March Bank Rec and Check Register by J. Boucher
Second: Suk

Amendments: [BLANK]

Unanimous or **Ayes:** **Nays:**
Jeremy Boucher x
Erin Montano x
Gabriel Suk x
Brinn King x
Rebecca Boucher x

Action Requested: Approval BARs
Additional BARs

No Bars today

Motion: [BLANK]

Second: [BLANK]

Amendments: [BLANK]

Unanimous or **Ayes:** **Nays:**

IX. **Comments from the community: If you wish to submit a comment, please send an email to president@hozhoacademy.org no later than noon on Tuesday April 23, 2024.**

X. **Adjourn**

Motion: [Blank]

Second: [Blank]

Discussion: [Blank]

Unanimous or **Ayes:** **Nays:**

Meeting adjourned at 6:40 pm