



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. Vacancies must be filled within 45 days; one 30-day extension may be requested.

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 Albuquerque Institute for Math & Science, hereafter "the school," effective on Albuquerque Institute for Math & Science.

Current Governing Body Members and Positions: Bob Walton, President; Dr. Sandra Whisler, Vice President; Julie Garcia, Secretary-Treasurer; Dr. Adam Hecht, Member; Janine Sjostrom, Member;

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

New Governing Body Member(s) and Position(s): Dr. Kuang Chiu Joseph H, Member

Contact information for New Governing Body Member(s) (phone, email): 505-440-9220; khoj@unm.edu

Is the school requesting an extension to fill a vacancy: yes 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: 1

Effective Date: 6/13/2024

The school's notification is hereby submitted by:

Signature of School Representative: CA Ruben Jr **Date:** 7-29-2024

Signature of Governing Board Chair: RF Wilf **Date:** 7/1/24

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:** _____

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the Albuquerque Institute for Math & Science, 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 [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS 8 DAY OF Aug, 2024

1. [signature]
[signature]

Julie Garcia
[print]

2. [signature]
[signature]

JANINE A. STASTROM
[print]

3. [signature]
[signature]

WHISLER
[print]

4. [signature]
[signature]

R.F. WALTON
[print]

5. [signature]
[signature]

Kuangchi Ho
[print]

Attach additional pages if membership exceeds five.

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THE FOLLOWING MEMBERS OF THE [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS 08 DAY OF August, 2023.

1. Adam Hecht
www.nmstat.org/6.80.4.16.2013090801

 [signature]
 Adam Hecht

 [print]
2. _____
 [signature]

 [print]
3. _____
 [signature]

 [print]
4. _____
 [signature]

 [print]
5. _____
 [signature]

 [print]

Attach additional pages if membership exceeds five.

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
COUNTY OF Bernalillo)

I, Kuang chiu Joseph Ho, after being duly sworn, state:

1. My name is K. Joseph Ho and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the [insert name of school] in AIMS@unm 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.

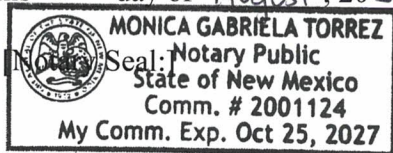
[Signature]
[Signature]

8/8/24
Date

Kuang chiu Joseph Ho
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 8th day of August, 2024.



[Signature]
NOTARY PUBLIC

My commission expires: ~~00~~ Oct. 25, 2027.


ASSURANCES

My name is Kuangchin Joseph Ho and I reside in Albuquerque. I am a member of the governing body for AMS @unm a charter school which is located at Albuquerque, 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.

Kuangchiu Joseph Ho
Printed Name


Signature

8/7/24
Date



Albuquerque Institute for Mathematics and Science
 933 Bradbury SE Albuquerque, New Mexico 87106
 (505) 559-4249 www.aims-unm.org

June 13, 2024
11:30 a.m. – 1:00 p.m.
Board Room
933 Bradbury SE

[Join Zoom Meeting](#)

<https://us06web.zoom.us/j/86833104028?pwd=VmQk7iGGsOPW0sAnnD2aCx3b3J7NAd.1>

Meeting ID: 868 3310 4028
Passcode: 8zJrBc

Date: June 13, 2024

Time: 11:30 am to 12:55 pm

Location: AIMS Board Room

Meeting Type: Regular Special Proposed Approved

Attendance:

Members:	Present	Absent
Bob Walton, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Sandra Whisler, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. David Dunlap, Secretary-Treasurer	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Julie Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Adam Hecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Janine Sjostrom	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathryn Watkins	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Other Attendees: Katharina Sandoval-Snider, Jolene Jaramillo and Marty Esquivel

The meeting was brought to order at 11:40 am. Quorum was determined.

A copy of the meeting minutes are available for public inspection at Albuquerque Institute for Math and Science at 933 Bradbury SE, Albuquerque, NM 87106, within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes.

The AIMS@UNM shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Katharina Sandoval-Snider at (505) 559-4249 5 business days prior to the meeting



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- I May Minutes** **Walton**
- Motion to approve May minutes - Whisler.**
Motion to approve May Minutes with comments
Whisler spelling and Jaramillo rather than Garcia on
February/Budget presentations - Hecht.
Second - Whisler.
Motion carried unanimously.
- II. June Agenda** **Walton**
- Motion to approve June agenda - Garcia.**
Second - Whisler.
Motion carried unanimously.
- III. Financial Report** **Garcia**
- Motion to approve three BARS - Whisler.**
Second - Hecht.
Motion carried unanimously.
- Motion to approve check vouchers from May 2024 - Hecht.**
Second - Whisler.
Motion carried unanimously.
- IV. School Directions Report** **Sandoval-Snider**
- **Graduation was on May 14th.**
 - **32 graduates.**
 - **Eight Associates degrees.**
 - **Charter renewal application due in October.**
- V. Discussion of School Board Training Initiatives** **Walton**
- **Informed the Board that starting with the July**
2024 Board meeting, meetings are required to be
live audio and video webcast available to the
public on our website.

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- | | | |
|-------------|--|-----------------|
| VI. | Expansion Update <ul style="list-style-type: none">- Marty and Director Sandoval-Snider will meet next week with UNM President Stokes to discuss the proposed expansion. | Esquivel |
| VII. | Resignation of Board Member Dr. David Dunlap
Motion to approve the resignation of Dr. David Dunlap – Garcia.
Second – Hecht.
Motion carries unanimously. | Walton |
| VIII | Approval of Board Member Dr. K. Joseph Ho
Motion to approve Dr. K. Joseph Ho rejoining the AIMS Board – Hecht.
Second – Whisler.
Approved Walton, Hecht, Whisler.
Abstained Garcia. | Walton |
| IX. | Election of Secretary Treasurer
Motion to elect Julie Garcia as Secretary-Treasurer – Walton.
Motion carried unanimously. | Walton |
| X. | Adjournment
Motion to adjourn the meeting – Hecht,.
Second – Whisler.
Motion carried unanimously at 12:40 pm. | Walton |

Respectfully submitted:



[Signature]

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