



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 The ASK Academy, hereafter "the school," effective on 7/1/2020.

Current Governing Body Members and Positions: Jeanne Forrester (Chair), Gary Feger (Vice-Chair), Mistie Williamson (Secretary), Lindsey Bomke (Member), Tonya Ross (Member), Mike Smith (Member), Jason Harper (Member)

Governing Body Member(s) Resigning or Removed: Alex Price (Member)

New Governing Body Member(s) and Position(s): Jason Harper

Contact information for New Governing Body Member(s) (phone, email): (505) 554-7970, jasonharper1@yahoo.com

Is the school requesting an extension to fill a vacancy: yes no

If so, provide date of vacancy: Still collecting signed documents due to summer break and no meeting in July.

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: 7/1/2024

The school's notification is hereby submitted by:

Signature of School Representative: E. Garcia E. Garcia (Aug 8, 2024 09:02 MDT) **Date:** 08/08/2024

Signature of Governing Board Chair: Jeanne Forrester, Ed.D. Jeanne Forrester, Ed.D. (Aug 7, 2024 10:50 MDT) **Date:** 08/07/2024

For PEC/CSD use only

PEC Meeting Date:

Agenda: Consent (typical) Regular (unusual circumstance)

The school's notification was: Accepted Rejected (provide reason)

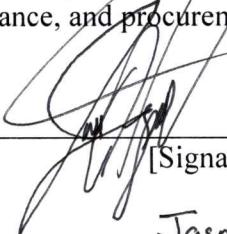
Electronic signature of CSD Director: _____ **Date:** _____

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF)

I, Jason C. Harper, after being duly sworn, state:

- 1. My name is Jason C. Harper and I reside in 4917 Foxmoore Ct, NE Rio Rancho, NM 87184 New Mexico.
- 2. I am a member of the governing body of The ASK Academy in Rio Rancho, 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 ASK Academy'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]
Jason C. Harper

[Print]

Sept. 19, 2024

Date

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 19th day of September 20 24

[Notary Seal:]



NOTARY PUBLIC

My commission expires: 2/3, 2025.

STEPHANY K. MUNOZ
Notary Public - State of New Mexico
Commission No. 1116541
My Comm. Expires Feb. 03, 2025

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of The ASK Academy located in Rio Rancho, New Mexico.

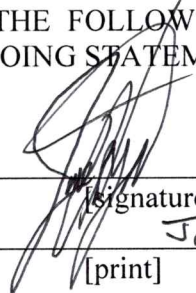
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of The ASK Academy'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 THE ASK ACADEMY GIVE THE FOREGOING STATEMENT THIS 19th DAY OF September, 2024.

1. 

[signature]

Jason Harper

[print]
2. _____
[signature]

[print]
3. _____
[signature]

[print]
4. _____
[signature]

[print]
5. _____
[signature]

[print]

Attach additional pages if membership exceeds five.

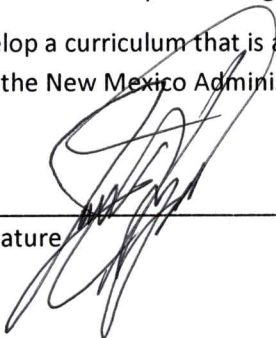
ASSURANCES

My name is Jason Harper and I reside in 4917 Foxmoore Ct NE Rio Rancho, NM 87144. I am a member of the governing body for The ASK Academy a charter school which is located at 4550 Sundt Rd NE Rio Rancho, NM 87124, 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.

Jason Harper
Printed Name


Signature

9/19/2024
Date











B2-Governing-Body-Member-Change-Notification-9.6 (Price to Harper)

Final Audit Report

2024-08-08

Created:	2024-08-07
By:	Patrick Kelly (pkelly@theaskacademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6AWQ_83l6WJp4Ns7r5a1xdSyZtiuJ_hS

"B2-Governing-Body-Member-Change-Notification-9.6 (Price to Harper)" History

-  Document created by Patrick Kelly (pkelly@theaskacademy.org)
2024-08-07 - 3:54:23 PM GMT
-  Document emailed to egarcia@theaskacademy.org for signature
2024-08-07 - 3:54:28 PM GMT
-  Document emailed to jforrester@theaskacademy.org for signature
2024-08-07 - 3:54:28 PM GMT
-  Email viewed by jforrester@theaskacademy.org
2024-08-07 - 4:49:00 PM GMT
-  Signer jforrester@theaskacademy.org entered name at signing as Jeanne Forrester, Ed.D.
2024-08-07 - 4:50:06 PM GMT
-  Document e-signed by Jeanne Forrester, Ed.D. (jforrester@theaskacademy.org)
Signature Date: 2024-08-07 - 4:50:08 PM GMT - Time Source: server
-  Email viewed by egarcia@theaskacademy.org
2024-08-08 - 3:02:10 PM GMT
-  Signer egarcia@theaskacademy.org entered name at signing as E. Garcia
2024-08-08 - 3:02:30 PM GMT
-  Document e-signed by E. Garcia (egarcia@theaskacademy.org)
Signature Date: 2024-08-08 - 3:02:32 PM GMT - Time Source: server
-  Agreement completed.
2024-08-08 - 3:02:32 PM GMT

Certificate Of Governing Body Vote

This document certifies that on 06/20/2023 at 6:30 PM a meeting of the Governing Body of The ASK Academy a New Mexico public charter school, was held via Zoom. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting. It was voted 4 in favor and 0 opposed to:

***Michael Smith moved to "Accept the resignation of director price effective 6/30/2024";
Dr. Jeanne Forrester seconded.***

The Directors' votes were as follows:

Michael Smith yes ___ no

Jeanne Forrester yes ___ no


Gary Feger yes ___ no

Tonya Ross ___ yes ___ no

Lindsey Bomke yes ___ no

Alex Price ___ yes ___ no

I, the undersigned, certify that this is a true copy.


Gary Feger (Aug 11, 2024 07:17 MDT)

Signature of Individual Authorized To Certify the Vote (Secretary or Other Officer)

Gary Feger

Secretary

Date: 08/11/2024

Certificate Of Governing Body Vote

This document certifies that on 06/20/2023 at 6:30 PM a meeting of the Governing Body of The ASK Academy a New Mexico public charter school, was held via Zoom. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting. It was voted 4 in favor and 0 opposed to:

Michael Smith moved to "Accept Jason Harper as a director on The ASK Academy Governing Council effective 7/1/2024";

Dr. Jeanne Forrester seconded.

The Directors' votes were as follows:

Michael Smith	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	Jeanne Forrester	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
Gary Feger	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	Tonya Ross	<input type="checkbox"/> yes	<input type="checkbox"/> no
Lindsey Bomke	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no			
Alex Price	<input type="checkbox"/> yes	<input type="checkbox"/> no			

I, the undersigned, certify that this is a true copy.


Gary Feger (Aug 11, 2024 07:17 MDT)

Signature of Individual Authorized To Certify the Vote (Secretary or Other Officer)

Gary Feger

Secretary

Date: 08/11/2024






Board Vote Certification 06.20.24 (Price Resign add Harper)

Final Audit Report

2024-08-11

Created:	2024-08-07
By:	Patrick Kelly (pkelly@theaskacademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAF_XDBV9jNL6cJe6p-UXxsR2tWh10VkVh

"Board Vote Certification 06.20.24 (Price Resign add Harper)" History

-  Document created by Patrick Kelly (pkelly@theaskacademy.org)
2024-08-07 - 3:56:45 PM GMT
-  Document emailed to Gary Feger (gfeger@theaskacademy.org) for signature
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-  Email viewed by Gary Feger (gfeger@theaskacademy.org)
2024-08-11 - 1:15:57 PM GMT
-  Document e-signed by Gary Feger (gfeger@theaskacademy.org)
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-  Agreement completed.
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