

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)
)
COUNTY OF OTERO)

I, Racquel Labadie, after being duly sworn, state:

1. My name is Racquel A. Labadie and I reside in Alamogordo, New Mexico.
2. I am a member of the governing body of the Sacramento School of Engineering & Science in Alamogordo, 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.

[Handwritten Signature]
[Signature]

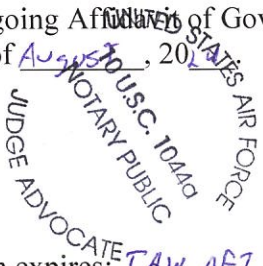
26 Aug 2024
Date

Racquel Labadie
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 26 day of August, 2024.

[Notary Seal:]



Tsgt Joseph C. Pain
NOTARY PUBLIC

My commission expires: IAW AFI 51-304, 20 .

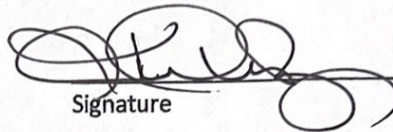
ASSURANCES

My name is Ann K. DeRoz and I reside in Alamogordo, NM. I am a member of the governing body for Sacramento School of Engineering & Science a charter school which is located at Alamogordo, 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.

Ann K. DeRoy
Printed Name


Signature

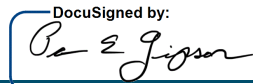
13 Aug 2024
Date

NEW MEXICO PUBLIC EDUCATION COMMISSION BOARD OF FINANCE DESIGNATION

The governing body of SACRAMENTO SCHOOL OF SCIENCE AND ENGINEERING CHARTER SCHOOL has maintained the following:

- An affidavit of a business manager and a copy of the business manager's license.
- A statement signed by all the current governing body members that they agree to consult with the Public Education Department
- An affidavit from each current governing body member that they are not currently a member of any governing body of any other charter school and have never been a member of any other charter school that was suspended or failed to maintain their board of finance designation.
- A certificate of insurance that indicates that SACRAMENTO SCHOOL OF SCIENCE AND ENGINEERING CHARTER SCHOOL is adequately bonded and insured.

The Public Education Commission has designated SACRAMENTO SCHOOL OF SCIENCE AND ENGINEERING CHARTER SCHOOL'S governing body as a Board of Finance.

DocuSigned by:


5528DF79DDDF411...
PATRICIA GIPSON, CHAIR, The New Mexico Public Education Commission

10/18/2024

Date Signed

Certificate Of Completion

Envelope Id: C36B5E7FC8B141FC91F8E7795AA1F1C8	Status: Completed
Subject: Complete with DocuSign: BOF CERTIFICATE SSES.docx	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Melissa (Missy) Brown
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	Melissa.Brown@ped.nm.gov
	IP Address: 164.64.166.159

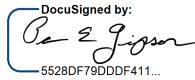
Record Tracking

Status: Original 10/3/2024 8:26:16 AM	Holder: Melissa (Missy) Brown Melissa.Brown@ped.nm.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Public Education Department	Location: DocuSign

Signer Events

Patricia Gipson
 PEC.DistrictSeven@ped.nm.gov
 Public Education Commissioner of District Seven
 Public Education Commission of the Public
 Education Department
 Security Level: Email, Account Authentication
 (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Signature



Signature Adoption: Uploaded Signature Image
 Using IP Address: 67.0.204.170
 Signed using mobile

Timestamp

Sent: 10/3/2024 8:26:36 AM
 Viewed: 10/3/2024 8:42:52 AM
 Signed: 10/3/2024 8:42:59 AM

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	10/3/2024 8:42:52 AM
Signing Complete	Security Checked	10/3/2024 8:42:59 AM
Completed	Security Checked	10/3/2024 8:42:59 AM
Payment Events	Status	Timestamps

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Ann Katrina DeRoy, after being duly sworn, state:

1. My name is Ann Katrina DeRoy and I reside in 488 San Simon Dr., New Mexico.

2. I am a member of the governing body of the Sacramento School of Alamosordo in Alamosordo, New Mexico. Engineering and Science

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]

27 Aug 2024
Date

Ann K. DeRoy
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 27th day of August, 2024.

[Notary Seal:]



State of New Mexico
Notary Public
Heather Yvonne Coons
Commission Number 2001523
Expiration Date 12/12/2027

Heather Yvonne Coons
NOTARY PUBLIC

My commission expires: 12/12, 2027.

ASSURANCES

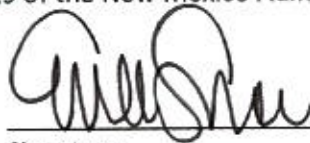
My name is Erica Garcia and I reside in Alamogordo, NM. I am a member of the governing body for Sacramento School Sci & Eng a charter school which is located at Alamogordo NM. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state 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.
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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.

Erica Garcia

Printed Name



Signature

08.30.24

Date

ASSURANCES

My name is Racquel Labadie and I reside in Alamogordo, NM. I am a member of the governing body for Sacramento School of Engineering & Design a charter school which is located at Alamogordo, 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.
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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.

Racquel Labadie

Printed Name

LABADIE.RACQUEL
L.ANASTASIA.1026
984625

Signature

Digitally signed by
LABADIE.RACQUEL.ANASTASIA
.1026984625
Date: 2024.08.26 11:17:24 -06'00'

26 Aug 2024

Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Cynthia Marie Stong, after being duly sworn, state:

1. My name is Cynthia Marie Stong and I reside in Tularosa, New Mexico.
2. I am a member of the governing body of the Sacramento School of ~~Seton~~ Engineering + Science in Alamogordo, 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.

Cynthia Marie Stong
[Signature]

8/27/24
Date

Cynthia Marie Stong
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 27th day of August, 2024

[Notary Seal:]



State of New Mexico
Notary Public
Heather Yvonne Coons
Commission Number 2001523
Expiration Date 12/12/2027

Heather Yvonne Coons
NOTARY PUBLIC

My commission expires: 12/12, 2027.

ASSURANCES

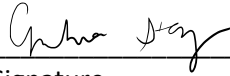
My name is Cyntia Stong and I reside in Tularosa, NM. I am a member of the governing body for Sacramento School of Engineering and Science a charter school which is located at Alamogordo, NM, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable 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.
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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.

Cynthia Stong

Printed Name



Signature

9/12/24

Date

STATE OF NEW MEXICO



In Recognition of
The Fulfillment of the Requirements for
School Personnel Licensure
this

LEVEL TWO SCHOOL BUSINESS OFFICIAL
is issued to

BRYAN RUNYAN

Effective from July 01, 2021 to June 30, 2030
Licensure Number: 386487

A handwritten signature in cursive script that reads "Ryan Stewart".

Secretary of Education

AFFIDAVIT OF FINANCIAL RECORD CUSTODIAN

STATE OF NEW MEXICO)

)

COUNTY OF BERNALILLO)

I, Bryan Runyan, [affiant] after being duly sworn, state:

1. I live in the City of Albuquerque, County of Bernalillo, New Mexico.
2. In accordance with 6.80.4.16 NMAC, I agree to accept the responsibility of keeping the financial records of the charter school and recognized that I am in charge of maintaining public funds with fidelity and in accordance to public finance laws, rules and regulations.
3. I have completed the following training in the maintenance of financial records:
 - a) CPE Courses 2022 – 21 Hours
 - b) CPE Courses 2023 – 37 Hours
 - c) CPE Courses 2024 – 41.5 Hours
4. Attached is a certificate of insurance that indicates that I am adequately bonded to take this responsibility.
5. I have earned the following certificates, licensures and/or degrees:

Certificate, licensure or degree	Educational Institution	Date	Current Yes/No
CPA	State of New Mexico	2018	Yes
Master of Accountancy	New Mexico State University	2008	Yes
Business Official License, Level II	New Mexico Public Education Department	2021	Yes

FURTHER AFFIANCE SAYETH NAUGHT.



[Signature of Affiant]

09/12/2024

Date

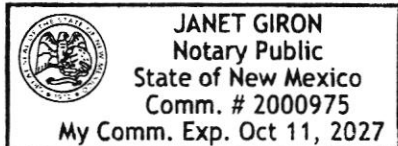
Bryan Runyan

[Print Name of Affiant]

VERIFICATION

The forgoing Affidavit of Financial Records Custodian was subscribed and sworn to before me, this 12 day of September 2024.

[Notary Seal:]




NOTARY PUBLIC

My commission expires: October 11, 2027.



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
9/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER Poms & Associates Insurance Brokers CA License #0814733 4500 Park Granada #206 Calabasas, CA 91302	CONTACT NAME: Risk Services
	PHONE (A/C, No, Ext): (800)578-8802 FAX (A/C, No): (818) 449 9449
	E-MAIL ADDRESS: rservices@pomsassoc.com
	PRODUCER CUSTOMER ID #: 00016280
	INSURER(S) AFFORDING COVERAGE NAIC #
INSURED New Mexico Public Schools Insurance Authority Member: Sacramento School of Engineering and Science 410 Old Taos Highway Santa Fe, NM 87501	INSURER A : New Mexico Public Schools Insurance Authority N/A
	INSURER B : Hanover Insurance Company
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS																
	<input type="checkbox"/> PROPERTY <table border="1"> <tr> <td>CAUSES OF LOSS</td> <td>DEDUCTIBLES</td> </tr> <tr> <td><input type="checkbox"/> BASIC</td> <td>BUILDING</td> </tr> <tr> <td><input type="checkbox"/> BROAD</td> <td rowspan="3">CONTENTS</td> </tr> <tr> <td><input type="checkbox"/> SPECIAL</td> </tr> <tr> <td><input type="checkbox"/> EARTHQUAKE</td> </tr> <tr> <td><input type="checkbox"/> WIND</td> <td></td> </tr> <tr> <td><input type="checkbox"/> FLOOD</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	CAUSES OF LOSS	DEDUCTIBLES	<input type="checkbox"/> BASIC	BUILDING	<input type="checkbox"/> BROAD	CONTENTS	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> EARTHQUAKE	<input type="checkbox"/> WIND		<input type="checkbox"/> FLOOD									<input type="checkbox"/> BUILDING <input type="checkbox"/> PERSONAL PROPERTY <input type="checkbox"/> BUSINESS INCOME <input type="checkbox"/> EXTRA EXPENSE <input type="checkbox"/> RENTAL VALUE <input type="checkbox"/> BLANKET BUILDING <input type="checkbox"/> BLANKET PERS PROP <input type="checkbox"/> BLANKET BLDG & PP <input type="checkbox"/> CONTENTS	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
CAUSES OF LOSS	DEDUCTIBLES																					
<input type="checkbox"/> BASIC	BUILDING																					
<input type="checkbox"/> BROAD	CONTENTS																					
<input type="checkbox"/> SPECIAL																						
<input type="checkbox"/> EARTHQUAKE																						
<input type="checkbox"/> WIND																						
<input type="checkbox"/> FLOOD																						
	<input type="checkbox"/> INLAND MARINE	TYPE OF POLICY				\$ \$ \$ \$																
	CAUSES OF LOSS					\$ \$ \$ \$																
	<input type="checkbox"/> NAMED PERILS	POLICY NUMBER				\$																
B	<input checked="" type="checkbox"/> CRIME	BD3-H274489	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> Employee Theft <input type="checkbox"/> Forgery or Altercation <input checked="" type="checkbox"/> Faithful Performance	\$ 2,000,000 \$ 2,000,000 \$ 1,000,000																
	<input type="checkbox"/> TYPE OF POLICY					\$ \$																
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$ \$ \$																
					Deductible Comp \$750 Deductible Coll \$750	\$ \$																

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Re: Fidelity bond coverage for Bryan Runyan.

CERTIFICATE HOLDER **CANCELLATION**

Evidence Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



New Mexico Public Education Commission (PEC)

Personnel Change Notification Instructions

Purpose: To notify the Public Education Commission (PEC) of a change in the school's Head Administrator, Business Manager or Procurement Officer.

Submission Deadline: Changes to the school personnel do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change. Only one personnel change may be submitted per form. If more than one personnel change is being submitted, the school must submit separate forms.

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 personnel change. Business Manager and Procurement Officer changes will be added to the board of finance documentation on file with CSD.

The school must provide:

- Fully completed form

For Head Administrator:

- Approved board minutes or certification of the vote taken by the board to hire the new administrator and status as interim or permanent position offered
- Copy of NMPED School Administrator License for new administrator
- Resignation letter of outgoing administrator or board minutes showing the vote to terminate or not to renew the outgoing administrator's contract

For Business Manager:

- Board minutes approving the business manager change
- Affidavit of financial record custodian (a completed and notarized affidavit of financial record custodian)
- Certificate of insurance (a certificate of insurance indicating the business manager is adequately bonded to take responsibility as the financial record custodian)
- School business official license (copy of current, valid school business official license)

For Procurement Officer:

- Board minutes approving the procurement officer change
- Chief procurement officer certificate

Contact charter.schools@ped.nm.gov if you have questions about completing or submitting documents.

Personnel 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 Sacramento School of Engineering and Science, hereafter "the school," effective on 9/11/2024.

The school is notifying the PEC of a change in personnel (check one):

Head Administrator Business Manager Procurement Officer

For a Head Administrator change, indicate whether the appointment is for (check one):

Permanent Head Administrator Interim Head Administrator

Current Head Administrator/Business Manager/Procurement Officer: Click or tap here to enter text.

New Head Administrator/Business Manager/Procurement Officer: Bryan Runyan

Contact information for new Head Administrator/Business Manager/Procurement Officer (phone, email): 575-993-3063, bryan@k12accounting.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: Click or tap here to enter text.

Effective Date: 9/12/2024

The school's notification is hereby submitted by:

Signature of School Representative: _____ **Date:** _____

Signature of Governing Board Chair: _____ **Date:** _____

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:** _____