|  |  |
| --- | --- |
|  | **New Mexico Public Education Commission (PEC)** |

**Discretionary Waiver Amendment Instructions**

**Purpose**: To notify the Public Education Commission (PEC) of a discretionary waiver of Public Education Department (PED) requirements granted by the Secretary of Public Education.

**Submission Deadline**: The form must be approved prior to the change being implemented. Amendments completed 28 days prior to the next PEC meeting will be placed on the next agenda.

**The school must provide:**

□ The approved waiver application submitted to the Secretary of Public Education

□ Rationale for the change

Contact [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov) with questions about completing or submitting documents.

**Name Change or Mission Statement Amendment Request Form**

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov)

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Click or tap here to enter text., hereafter "the school," effective on Click or tap to enter the start date of the current charter contract..

**The school requests consideration from the PEC to change the terms of its contract as follows by waiving the following requirement(s)**: Click or tap here to enter text..

**Rationale for the requested amendment/change**: Click or tap here to enter text.

**Effective Date:** Click or tap to enter a date.

**The school's contract amendment is hereby submitted by:**

**Signature of School Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Governing Board Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**For PEC/CSD use only**

**PEC Meeting Date:**

**Agenda:** ☐ Regular required

**The school’s contract amendment was:** ☐ Approved ☐ Denied (see transcript)

**Electronic signature of PEC Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**