



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 Alma d'Arte Charter High School, hereafter "the school," effective on 8/5/2024.

Current Governing Body Members and Positions: Richelle Peugh-Swofford, Kimberly Skaggs, Sherri Hursey, Martin Swafford, Ceaser Alveraz

Governing Body Member(s) Resigning or Removed: Tommy Escudero

New Governing Body Member(s) and Position(s): Click or tap here to enter text.

Contact information for New Governing Body Member(s) (phone, email): Click or tap here to enter text.

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: Click or tap here to enter text.

Effective Date: 8/5/2024

The school's notification is hereby submitted by:

Signature of School Representative:  **Date:** 10-24-24

Signature of Governing Board Chair:  **Date:** 10/24/24

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:** _____

From: **Tommy Escudero** <tesc1904@gmail.com>

Date: Sun, Aug 4, 2024 at 3:06 PM

Subject: Resignation from Board

To: aamador@almadarte.org <aamador@almadarte.org>

Dear Amador,

I am reaching out to resign effective immediately because I am going through the process of my credentialing and at this time both are not possible. Thank you for your time best regards.

Respectfully,

Tommy Escudero



Board Meeting Minutes
402 W. Court Ave., Las Cruces, NM 88005
Location: Auditorium
Date: September 16, 2024
6:00 pm

I. Introduction

Presiding: Richelle Peugh-Swofford

Time: 6:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Salute to New Mexico

4. Roll Call

Richelle Peugh-Swofford, President	Present X	Absent ___	Tardy ___
Kimberly Skaggs, Vice President	Present X	Absent ___	Tardy ___
Sherri Hursey, Secretary	Present X	Absent ___	Tardy ___
Martin Swafford, Treasurer	Present X	Absent ___	Tardy ___
Tommy Escudero, Member	Present ___	Absent X	Tardy ___
Ceaser Alvarez, Member	Present ___	Absent X	Tardy ___

5. Conflict of Interest Disclosures as may be applicable.
None

6. Acceptance of Agenda.

Motion: to amend the agenda, #15(e) to add the word transition, #15(b) to be tabled, and #12 to remove the words possible action and add the word only.

Motion: to accept the agenda with the corrections of #15(e) to add the word transition, #15(b) to be tabled, and #12 to remove the words possible action and add the word only.

1st Kimberly Skaggs

2nd Sherrie Hursey

Vote:

Richelle Peugh-Swofford, President	Yes ___	No ___	Abstention ___
Kimberly Skaggs, Vice President	Yes X	No ___	Abstention ___
Sherri Hursey, Secretary	Yes X	No ___	Abstention ___
Martin Swafford, Treasurer	Yes X	No ___	Abstention ___
Tommy Escudero, Member	Yes ___	No ___	Abstention ___
Ceaser Alvarez, Member	Yes ___	No ___	Abstention ___

Motion approved 3-0

7. Acceptance of August 5, 2024, Meeting Minutes.
Motion: to approve the August 5, 2024, meeting minutes.

1st Martin Swafford

2nd Kimberly Skaggs

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

8. Governing Council Member Training Update

a. Members Training

1. Governing Council Members Training

All board members have zero hours because the year has just reset. New members will need to respond to an email to register for the training.

9. Unfinished / Recurring Business

None

10. Presentation – Casa de Peregrinos

Presentation of Alma d’Arte Charter High School 1st Place at The Taste of Las Cruces.

11. Public Comment – Please follow Alma d’Arte Guidelines for Community Members (Two minutes per speaker, 30-minutes for all speakers. No action will be taken.)

1. Jana Holguin

12. Executive Session to Discuss Limited Personnel Matters Pursuant to 10-15-1 (H)(2)(H) of the New Mexico Open Meetings Act.

- CAO Evaluation
- CAO Contract Extension
- CAO 3% State mandated raise
- CAO years of experience compensation – stipend
- CAO teaching compensation – stipend
- Potential/Pending Litigation Limited to Personnel Matters and School Business

Motion: To enter Executive Session

Time: 6:12 PM

1st Kimberly Skaggs

2nd Sherri Hursey

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

Motion: To Exit Executive Session

Time: 7:20 PM

1st Kimberly Skaggs

2nd Sherri Hursey

Vote:

Richelle Peugh-Swofford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

ALL ITEMS BELOW (SECTIONS II & III) ARE LISTED FOR DISCUSSION ONLY

13. Monthly Financial Report (Chris Masters)

a. Financial Report

b. Approval of Bars

Motion: to approve BAR#511-000-2425-0002-I and BAR#511-000-2425-0001-I

1st Kimberly Skaggs

2nd Martin Swafford

Vote:

Richelle Peugh-Swofford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

14. Monthly Administrative Report

a. Monthly Principal's Update Report.

i. PEC / CSD CAP update

ii. Special Education CAP Update

iii. Assessment data

1. PLCs

2. NROC

iv. OMA – Virtual Meetings

v. Taste of Alma

vi. Activities Schedule

vii. Proposed Lease with La Academia Dolores Huerta

viii. Attendance at NMASBO, PCSNM, OSE, PED Trainings

ix. PCSNM Presentation – December

15. New Business

a. Approval of Contract Services – Leslie Loera

Motion: to approve spelling correction in the contract to name.

1st Kimberly Skaggs

2nd Sherri Hursey

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

b. Approval of Board Member(s)

Motion: to table the approval of new board members.

1st Kimberly Skaggs

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0



c. Acceptance of Board Member Resignation – Tommy Escudero

Motion: to accept the resignation of Board Member Tommy Escudero

1st Martin Swafford

2nd Sherri Hursey

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

d. Approval of Special Education Policy – Child Find

Motion: to approve the Special Education Polic – Child Find

1st Kimberly Skaggs

2nd Sherri Hursey

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

e. Approval of Special Education Policy – Discipline – MDR Process

Motion: to approve the Special Education Policy – Discipline – MDR Process and Transition.

1st Kimberly Skaggs

2nd Sherri Hursey

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0

16. Future Business / Next Meeting Agenda Items for Discussion or Revision

- a. Proposed Student Handbook
- b. Proposed Lease with La Academia Dolores Huerta

17. Next Board Meeting: October 21, 2024.

18. Adjourn

Time: 8:04 PM

Motion: to adjourn from the meeting

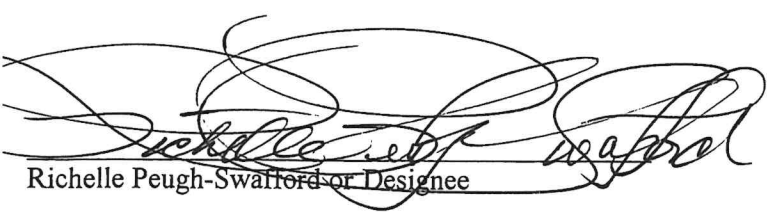
1st Sherri Hursey

2nd Kimberly Skaggs

Vote:

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Tommy Escudero, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Ceaser Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 3-0



Richelle Peugh-Swafford or Designee

9/27/2024

Date

GOVERNING COUNCIL POLICY: BYLAWS ARTICLE III – MEETINGS; (G) Conduct of Business; pg. 5

- 1. Tie Votes -- In the case of any tie vote by the GC membership, either by quorum attendance at the meeting or by the number of permanent members, the President shall cast the deciding vote. Otherwise, the President shall not vote.