



## New Mexico Public Education Commission (PEC)

### Charter School Enrollment Cap Amendment Instructions

**Purpose:** To request a change in the number of students served as described in the charter contract. An enrollment cap is not effective until approved by the PEC.

**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.

**PEC Direction:** Unless provided in a Grade Level Change request submitted at the same time, when requesting an enrollment cap increase of more than 20% of the school's present enrollment cap or more than 20 seats, whichever number is lower, the school must provide:

1. Current year academic performance data demonstrating that the school's educational model is working and is effective in the school and/or in schools throughout the state or nationally and
2. Data demonstrating a need for increased enrollment in the community, e.g., results of a community input hearing, petition signed by prospective students' families, wait list data.

A school should be in operation for three years prior to seeking an enrollment cap other than requested in the original application. A school requesting an enrollment cap prior to the end of the third year in operation must provide sufficient data demonstrating effectiveness and need as set forth in 1 and 2 above, identify why the enrollment cap was not requested in the original application, and why the enrollment cap is needed at this point.

**CSD will** provide performance data (academic, organizational, and financial) for the contract term through the most recent annual report, including any outstanding compliance or investigations, and highlight information relevant to the amendment request.

**The school must provide:**

- Fully completed form including rationale for the change
- Approved board minutes or certification of the vote taken by the board
- Concise narrative addressing how the proposed changes may affect: (1) staffing; (2) enrollment targets; (3) advertising and marketing; (4) the curriculum, assessment, and instruction; (5) resources and budget; (6) the community; and (7) the capacity of the facility (unless provided in accompanying Grade Level Change request)
- Additional Square Footage Amendment request, if needed

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

## Enrollment Cap 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 Albuquerque School of Excellence, hereafter "the school," effective on 6/12/2020.

**The school requests consideration from the PEC to change the terms of its contract as follows:** Increase Student enrollment cap from 1199 to 2300

**The Charter School Contract Enrollment Cap currently reads:** 1199

**Current Enrollment and Demographics:** 1010, 43% Hispanic, 30% White, 10% Asian, 9% African American, 6% Native American, 14% students with IEP, 19% ESL

**The amendment requests that the PEC approve Section 4 of the school's contract so that the Enrollment Cap reads:** 2300

**The school is submitting an Additional Square Footage Amendment:**  Yes  Not needed

**Effective Date:** 02/12/2024

**If the school is also submitting a Grade Level Change Amendment Request and the information below is provided there, check N/A and do not complete the sections below.**

Sections below are completed

N/A (provided in the accompanying Grade Level Change request)

**Rationale for the requested amendment/change:** This year, we received over 1,200 applications but could only accept 300 students. While many families withdrew their application after not making the lottery, we currently have 440 on the waiting list. Our students outperform their state peers by an average of 70%, and we wish to extend this successful model to more students, particularly in the west side of Albuquerque. Increasing our enrollment cap will allow us to meet community demand and provide more students with access to our high-quality education.

**If requesting an increase of more than 20 seats or 20% of current enrollment cap, data demonstrating that the school's educational model is working and is effective in the school and/or in schools throughout the state:** Our school's success is demonstrated through several prestigious awards. We were named a **2023 Nationally Distinguished School**, one of just 62 schools nationwide recognized by ESEA, and a **2022 National Blue Ribbon School**, one of the 3 schools in state and 1 of 15 charter schools in Nation recognized by the USDOE. Additionally, we've been recognized as a **Spotlight School** in 2019, 2022, and 2023, placing us in New Mexico's top 25% of schools. These achievements confirm the effectiveness of our educational model, which consistently delivers outstanding student outcomes, with our students outperforming state peers by 70%.

**If requesting an increase of more than 20 seats or 20% of current enrollment cap, data demonstrating a need for the enrollment cap increase in the community:** Albuquerque School of Excellence (ASE) plans to open a K-12 school at 5200 Sequoia Rd, meeting strong community demand. Within a 5-mile radius, ASE has the highest index score of **81.9** based on

2022-2023 state test results. While three other charter schools in the area have Spotlight designation, they only serve K-5 students. ASE will be the **only K-12** school offering a **STEM-focused, college prep** program with **Spotlight designation** for grades K-12. The area’s 20 schools include **8 traditional, 6 CSI, 2 MRI, and 1 ATSI** schools, making ASE a critical high-performing alternative.

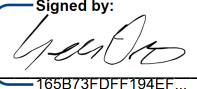
**If the school has been in operation fewer than three years, justification for increase being requested at this time, an explanation for why it was not requested in the original application:** Click or tap here to enter text.

**Please describe how the proposed change will affect key aspects of the school (see instructions for “narrative”):** Albuquerque School of Excellence (ASE) has successfully increased its enrollment from 650 to over 1,000 students since our last renewal without compromising academic outcomes. Over the past three years, ASE’s proficiency rates compared to the state have risen from 62% to 65%, and based on the 2023-2024 state test data, it now stands at 70%. This consistent improvement reflects our ability to maintain high academic standards even with increased enrollment.

We are confident that, with the proposed enrollment cap increase, we will continue our tradition of excellence at the new site, offering students the same high-quality education while serving a larger population. Our proven track record demonstrates that ASE is well-equipped to manage growth while sustaining academic success and the additional capacity will allow us to meet the growing demand in the community without sacrificing our commitment to student achievement.

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

**Signature of School Representative:**  **Date:** 10/4/2024

**Signature of Governing Board Chair:**  **Date:** 10/4/2024

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**For PEC/CSD use only**

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**PEC Meeting Date:**

**Agenda:**  Regular required

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

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

## CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on Thursday, October 3, 2024, a meeting of the Governing Body of Albuquerque School of Excellence, a New Mexico public charter school, was held. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

With a quorum of the Governing Body's members present and voting, a motion to approve the Enrollment Cap and Additional Square Footage amendments was passed with 5 votes in favor and 0 opposed.

The members voting in favor were: **Sean Fry, Moriah MacCleod, Yunus Akbas, Necati Sahin, and Angela Lopez.**

The members voting in opposition were: NA

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

A handwritten signature in black ink, appearing to read "Sean Fry". The signature is stylized and cursive.

Sean Fry,

Governing Council President