



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR AVE.
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

MARIANA D. PADILLA
SECRETARY DESIGNATE OF PUBLIC EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

December 9, 2024

MEMORANDUM

TO: Superintendents and Charter School Leaders
FROM: Mariana D. Padilla, Secretary Designate of Public Education
RE: Accountability Report Guidance

State law requires school districts and state-chartered charter schools to publish their accountability reports no later than November 15 of each year. Subsection D of [Section 22-2C-11 NMSA 1978](#) states:

“The school district's or state-chartered charter school's annual accountability report shall be adopted by the local school board or governing body of the state-chartered charter school, shall be published no later than November 15 of each year and shall be published at least once each school year in a newspaper of general circulation in the county where the school district or state-chartered charter school is located as well as online on the website of the school district or state-chartered charter school. In publication, the report shall be titled “The School District Report Card” or “The Charter School Report Card” and disseminated in accordance with guidelines established by the department to ensure effective communication with parents, students, educators, local policymakers and business and community organizations.”

In New Mexico, the school district and charter school report cards are produced by the Public Education Department (PED) and reported on [NM Vistas](#).

The PED has determined that publication of a link to the complete report card, as displayed on NM Vistas shall be sufficient to satisfy these requirements, with the title “The School District Report Card” or “The Charter School Report Card.” The following snapshot is an exemplar for such a publication and dissemination in a newspaper of general circulation in the county of the school district or state-chartered charter-school as well as the complete report card on the school district or state-chartered charter-school's website.

[**THE SCHOOL DISTRICT REPORT CARD**] or [**THE CHARTER SCHOOL REPORT CARD**]

[The *School District* Report Card] or [The *Charter School* Report Card] is available at: [Insert *NM Vistas Specific Report Card Page for School District or State Charter*] or <https://nmvistas.org>

OVERVIEW

Grades Served: [Insert Range of Grades Served]

[ESSA Designations of Schools in *School District*] or [ESSA Designation of *Charter School*]:

[Insert *School 1 Name*] received a school score of [Insert *School 1 Score #*],
and ESSA designation of [Insert *Spotlight, Traditional, TSI, ATSI, CSI, or MRI*]
[Insert *the Above Information for Every Additional School in a School District*]

DISTRICT PROFICIENCIES

MATH: [Insert *Proficiency*] READING: [Insert *Proficiency*] SCIENCE: [Insert *Proficiency*]

DISTRICT GRADUATION RATES

4-YEAR: [Insert *Grad Rate*] 5-YEAR: [Insert *Grad Rate*] 6-YEAR: [Insert *Grad Rate*]

Additionally, PED developed a “print to PDF function” for reports cards for convenience. School districts and charter schools should provide accommodations for parents and families as needed (e.g., oral or written translations in needed languages as determined by the local school, large print).

For questions related to report card indicators, please contact David Winjum, PhD, Director of Research, Evaluation and Accountability, at david.winjum@ped.nm.gov. For questions regarding the statutory requirements, you may contact Denise Terrazas, Director of Policy and Legislative Affairs, at denise.terrazas@ped.nm.gov or (505) 470-5303.

MDP/gf/dt

Signed by:

Mariana D. Padilla

436F889644684C9...