

Albuquerque Institute for Math and Science

Abstract of Charter:

The Albuquerque Institute for Mathematics and Science @ UNM (AIMS@UNM), an Albuquerque Public Schools charter school, is located in Albuquerque, New Mexico. Originally a High Tech High San Diego affiliate, the school opened its doors in 2005 as High Tech High Albuquerque. During the charter term the Albuquerque Public Schools Board of Education granted AIMS@UNM two amendments. In October of 2006, the school was granted approval sever ties with High Tech High San Diego and replace it with a partnership with the University of New Mexico. In July of 2007, an amendment was granted to allow enrollment of a middle school component, grades 6-8, while keeping the maximum enrollment at 360 students. Additionally, the dual enrollment requirement for graduation was also granted, as well a curriculum changes which added AP coursework, and Calculus for graduation. Currently the school is housed on the University of New Mexico's south campus which also houses the UNM Science and Technical Park. The school is housed in a University owned building at 933 Bradbury SE.

AIMS@UNM has created a highly structured school environment that sets high academic and behavioral expectations for its students. With an emphasis on mathematics and science, and a requirement for "Critical Language" study, the school's mission is to prepare all students for college. Beginning in the sixth grade and continuing through their graduation, all students enjoy a common culture of college preparation. The curriculum follows the New Mexico State Standards curriculum framework.

The school relies on both internal and external assessments to inform curriculum and drive instruction. In addition to the NMSBA, the school also administers "The Plan", ACT and PSAT. For the 2009-2010 school year, a goal of the school has been extensive professional development with staff to design formative assessments in the core areas of math, science, language arts and social studies at all grade levels. These teacher crafted assessments will allow teachers to continue to build upon their knowledge with respect to analyzing their in-class formative assessments. Continuous training will be in place throughout the renewal term. Student performance has been strong over the term of its Charter, with AIMS@UNM students consistently outperforming both the local dominant district (APS) as well as state averages in English, Reading, Science and Mathematics. In 2009, the CREDO study out of Stamford University recognized the Albuquerque Institute for Mathematics and Science @UNM as one of six charter schools in New Mexico out performing regular public schools in the state.

Mission Statement:

Albuquerque Institute for Mathematics and Science @UNM (AIMS@UNM) is committed to preparing its students, grades six thru twelve, for college, community, and beyond through a rigorous focus on math and science and an emphasis global participation.

Policy Statement on Decision Making:

The Albuquerque Institute for Math and Science at UNM charter is charged with the education of students, in preparing them for college. All decisions by the Governance Council and the Director shall be made within the parameters and uphold the principles of the mission statement. Decisions shall be made first considering the mission statement and then considering students, always keeping in mind student’s educational best interests and the duty to such stewardship.

Board Member Agreement:

A member of the Albuquerque Institute for Math and Science at UNM Governance Council member shall have a firm belief in the fundamental, traditional education delivery format and shall be committed to the curriculum as outlined in the charter.

The purpose of the Governance Council is to set the policy of the school, not to manage it on a daily basis. The Board shall be able to govern in a manner which ensures adherence to the AIMS mission and charter. Furthermore, board members shall foster positive relationships with school personnel, the school community and community at large, oversee the financial stability of AIMS, and other duties as prescribed in the bylaws.

At no time may a board member, either present or past, be employed by the Albuquerque Institute for Math and Science.

By signature below, each member agrees to uphold the terms of this agreement.

Behavioral Expectations

Board members shall abide by the New Mexico Open Meetings law (10-15-1 N.M.S.A. 1978 et seq.) The Open Meeting Law states that anyone discussing board business, policy, actions, resolutions, etc. amongst four or more members, except at meetings for which notice has been properly posted at least 24 hours prior to the meeting, is illegal. “Meeting” with another member is defined as communication in person, by telephone, by electronic mail, or through any other

means. Executive sessions and confidentiality are also outlined in the statute. Personnel matters, individual students, and negotiations are confidential by law and may be conducted in executive session.

Expectations include a professional demeanor at all board and school functions. Issues being discussed shall not be personalized and directed toward a fellow member, AIMS employee, parent or student.

A diversity of opinions and solutions are necessary for effective governance of AIMS, however members shall respect and listen to ideas being presented by another member. Members shall encourage each other to fulfill their responsibilities to the fullest of their potential.

When receiving criticism from parents or other parties about school personnel or other members, the member shall direct the speaker to the member or personnel which the situation involves. Members shall never speak negatively about school personnel or other members to the school community, or parties outside the school community.

Conflict shall be resolved by those between whom it exists. Members will commit to resolving conflict directly with each other or with the appropriate school personnel and not share the conflict with anyone outside of the conflict except as necessary to follow the approved conflict resolution policy of AIMS, including, but not limited to, other parents, other school personnel or the media.

Members shall exemplify integrity, honesty and respect. A dedication and commitment to the vision of AIMS and to excellence in education shall be top priority for any member. Any member finding himself or herself involved in an irresolvable conflict shall put the mission and interest of the school first.

All board meetings shall be governed according to appropriate parliamentary.

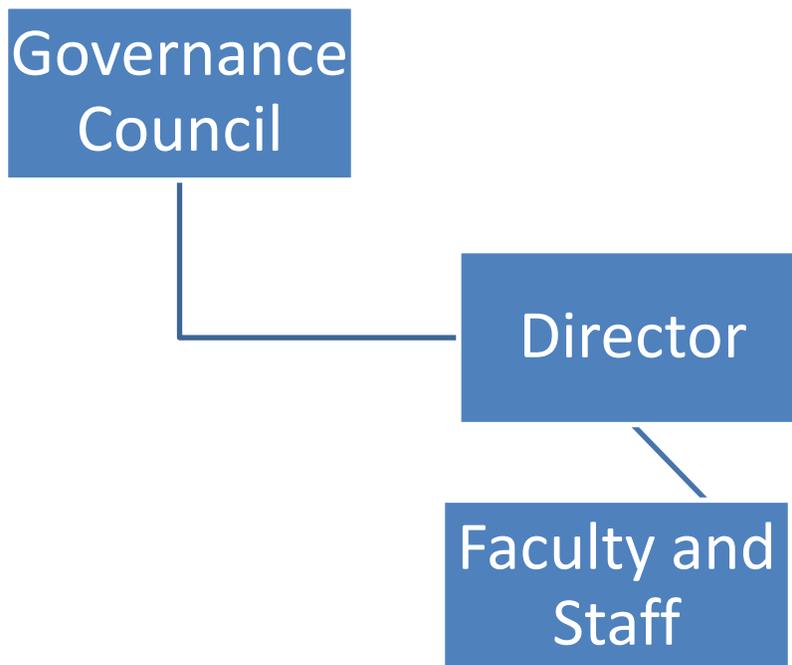
Governance of Albuquerque Institute for Math and Science at UNM:

AIMS shall be governed by the board. The board shall be made up of no more than nine (9) members. Only one member will be a parent of current student. Four board members will be faculty of the University of New Mexico: the UNM president or designee, and one each from the School of Engineering, the College of Arts and Sciences, and the College of Education. The other members shall be from the professional community. The Director shall make day-to-day management decisions and is responsible for all administration duties for the school. At no time shall a board members(s) place pressure on the Director to make changes in personnel or the day to day operation of the school. The Director shall report directly to the board.

Board members should remember that derogatory statements concerning matters regarding AIMS in a public forum tend to bring disrepute on the school and a whole and could be counterproductive to the mission of the school. If a member questions a school related decision,

he or she shall immediately take that concern or disagreement to the Director in a confidential and diplomatic manner. At no time shall a board member utilize their authority as the employer of the Director to demand changes in personnel or the day to day operation of the school. Each board member will serve the best interests of the school as a whole. Board members shall remember that stepping out of their advisory or policy forming capacity and attempting to manage or unduly influence the operations of the school is strictly forbidden.

Governance Chart:



Responsibilities and Duties of the Governance Council:

The GC is responsible for:

- 1) Implementing the mission statement as well as the school’s philosophy and objectives.
- 2) Establishing policies for the Directors operation of AIMS as well as ensuring that the provisions of the Charter are being followed.
- 3) Establishing fiscal policy and boundaries, including but not limited to, budgets and financial controls for the school.
- 4) Selecting a new Director when necessary.
- 5) Conducting a written annual evaluation of the performance of the Director and, with the Directors input, developing goals for the following year.

Governance Council Agreement

- 6) Establishing necessary working committees and ensuring that all members are actively involved in appropriate committee assignments.
- 7) Periodic evaluation of AIMS, taking into consideration the school's philosophy and goals as stated in the Charter.
- 8) Conducting a written annual self-evaluation, including consideration of whether the board and its committees are independently knowledgeable concerning education matters.
- 9) Keeping full and accurate minutes of board meetings and those of its committees.
- 10) Maintain a policy book so that governing decisions made over a period of years may be readily available to subsequent members and Directors.
- 11) Developing and maintaining a communication link with the Director.
- 12) Be informed of statutory and administrative laws pertaining to the operation of school boards and be responsible for ensuring those laws are implemented and followed.

Remember that each member has no individual authority; it is only as a collective board that there is authority.

Agreed to and Signed this 10th day of October 2013


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