

**STATE OF NEW MEXICO**  
**LEGISLATIVE EDUCATION STUDY COMMITTEE**

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November 17, 2014

**MEMORANDUM**

**TO:** Legislative Education Study Committee

**FR:** Travis Dulany

**RE: COMMITTEE REQUEST: HIGH SCHOOL EQUIVALENCY TEST:  
REQUEST FOR APPLICATIONS SELECTION COMMITTEE**

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During the October meeting of the Legislative Education Study Committee (LESC), staff testified that the Public Education Department (PED) had issued a request for applications (RFA) for the high school equivalency test(s). During the meeting, a committee member requested information about the RFA, including the membership of the selection committee. Since then, LESC staff received a list of RFA selection committee members (see **Attachment**).

According to PED, the selection committee is meeting November 12-18 (excluding the weekend). According to the RFA, the following sequence of events is scheduled to occur, with the issuance of the award(s) on December 3:

	<b>Action</b>	<b>Responsibility</b>	<b>Date</b>
1.	Issue of Application	Department	September 24, 2014
2.	Acknowledgement of Interest Form	Applicant	October 1, 2014
3.	Deadline to Submit Additional Written Questions	Applicant	October 8, 2014
4.	Response to Written Questions	Department	October 16, 2014

5.	Application Due	Applicant	November 10, 2014
6.	Proposal Evaluation	Evaluation Committee	November 12–18, 2014
7.	Selection of Finalists	Evaluation Committee	November 18, 2014
8.	Negotiate to Finalize Application	Department	November 25, 2014
9.	Issuance of Award	Department	December 3, 2014

**Source:** PED

HSE RFA Committee

RFA Review at PED: November 12<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup>, 17<sup>th</sup>, and 18<sup>th</sup>

Two: HSE Proctors:

Chris Cavazos CNM

Diego Trujillo, UNM-Taos

Two: ABE Directors:

Gloria Rael, Albuquerque GED®

Shari Jobe, Northern New Mexico College

One: Assessment Individual:

Severo Martinez, PED

One: Military:

Apryl Kirkham, NM Youth Challenge (National Guard)

One: PED employee from CCR:

Dr. Hazel Mella, PED

One: IT

Richard Martinez, PED

GED/HSE Director:

Lisa Salazar