

The following standard procedures apply to all Jemez Mountains Electric Cooperative, Inc. offices and will be effective January 26, 2023.

Purpose: The purpose of this procedure is to define the Jemez Mountains Electric Cooperative, Inc. (JMEC) procedures for the School Committee to promote goodwill and establish good public relations with the Cooperative's membership, with the public as a whole, and specifically with local schools.

JMEC sponsors School Programs and functions directly associated with these programs as follows:

I. Junior Board of Trustees Program

The Junior Board of Trustees Program will be sponsored each year; participants to be four (4) high school juniors from each of the high schools located within the JMEC's service area. Participants will attend a monthly meeting of the Board of Trustees on a scheduled basis as determined by the School Committee. Participants will be requested to submit an essay on a topic assigned by the School Committee at a General Meeting of the Junior Board held separate from the monthly JMEC Regular Board Meeting. Participation of the Junior Board Members is expected in the following:

- A. Attendance at one (1) JMEC Regular Monthly Board Meeting held during the school year (lunch to be served to participants);
- B. Attendance at the General Meeting for Junior Board Members;
 1. Lunch to be served to participants;
 2. Gift to be given to participants.
- C. Submission of essay by each participant.

Prizes:

- 1st Place: \$100.00 Check or Gift Card
2nd Place: \$75.00 Check or Gift Card
3rd Place: \$50.00 Check or Gift Card
Consolation: \$25.00 Check (All other entrants)

II. New Mexico Rural Electrical Association Youth Tour

JMEC will sponsor students who are in their junior or senior year of high school for an all-expense paid trip to Washington, D.C. to attend the annual National Rural Electric Cooperative Association (NRECA) Youth Tour. Students will be required to fill out an application and submit an essay on a topic that the Board of Trustees has chosen. Students' parents or guardians must be members in good standing of JMEC. The Board of Trustees will determine each year the number of students they will be sponsoring. JMEC will be responsible for all expenses related to the NMRECA Youth. Applications will be made available through high school counselors and through the JMEC website the first week of November and will be due the first week of January. Announcements of youth tour recipients will be made in March.

II. Spelling Contest (English)

A Spelling Contest conducted in English shall be sponsored each year. Run-off District Contests shall be held initially after which all winners shall be participants in the Championship Contest. Participants shall be selected as designated in the Rules and Regulations of the Contest.

- A. District Spelling Contests shall be held in all area or districts designated in the rules and regulations of the contest.
 1. The Championship Contest shall be held at the main office of the Cooperative located in Hernandez, New Mexico. Lunch will be provided for those attending. Trophies shall be awarded to the First, Second and Third place winners in each of the two contests held along with Certificates of Award to each participant.

III. Spelling Contest (Bilingual)

A Spelling Contest conducted in Spanish shall be sponsored each year in conjunction with the Española School System's Bilingual Program. This contest to be coordinated by JMEC staff with assistance from the Espanola Public Schools Bilingual



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Department; JMEC's involvement shall be allowing the use of the JMEC board room for the contest, providing trophies for the first, second, and third place winners and lunch for those attending. Prizes will be determined by the JMEC Schools Committee.

IV. Coloring Contest

JMEC will hold a coloring contest for young students in JMEC's service area on an annual basis. Prizes will be determined by the JMEC Schools Committee

These procedures align with BOT Policy 106.