



J. Paul Taylor Academy

Recapturing the Joy of Learning - Recapturar la Alegría de Aprender



J. Paul Taylor Academy Charter School
Governance Council Regular Meeting
Wednesday, July 18, 2018 6:30 PM (MDT)
402 W. Court Building 2 Las Cruces New Mexico 88005
JPTA Media Room

This agenda may be revised up to seventy-two (72) hours prior to the meeting.



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Wednesday, July 18, 2018 6:30 PM (MDT)
402 W. Court Building 2 Las Cruces New Mexico 88005
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I. Opening Items

A. Call the Meeting to Order - Stephanie Haan-Amato

1. Roll Call - Robyn Rehbein - 2 minutes

B. Conflict of Interest

Statement

C. Reading of Mission Statement - Stephanie Haan-Amato - 2 minutes

J. Paul Taylor Academy, in alliance with families at the school and community, will offer a rigorous, well rounded Spanish acquisition, project based instructional program in a smaller school to promote excellence for the diverse students of the Las Cruces area.

D. Approval of Agenda - Stephanie Haan-Amato - 2 minutes

E. Approval of June 8, 2018 Retreat Day 1 Special Meeting Minutes - Stephanie Haan-Amato - 2 minutes

Vote

F. Approval of June 9, 2018 Retreat Day 2 Work Session Minutes - Stephanie Haan-Amato - 2 minutes

Vote

G. Approval of June 13 Special Meeting Minutes - Stephanie Haan-Amato - 2 minutes

Vote

H. Approval of June 29, 2018 Emergency Meeting Minutes - Stephanie Haan-Amato - 2 minutes

Vote

II. Public Input

A. Public Input - Stephanie Haan-Amato

1. Public Input - 15 minutes

2. Staff Input - 15 minutes

III. Finance

A. Approve April and May Finance Committee Report - Stephanie Haan-Amato - 5 minutes

Vote

B. Approve Budget Adjustment Request 535-000-1819-0001-IB - Stephanie Haan-Amato - 5

minutes

Roll Call Vote

- C. Approve Budget Adjustment Request 535-000-1819-0002-I - Stephanie Haan-Amato - 5

minutes

Roll Call Vote

- D. Approve New Mexico Public Schools Insurance Authority Expense - Stephanie Haan-Amato - 5 minutes

Vote

- E. Approve Corrected Teacher Salary Schedule 2018-19 - Christy Takacs and Stephanie Haan-Amato - 5 minutes

Vote

- F. Title IV Application - Christy Takacs - 5 minutes

Discussion

IV. Governance

- A. Membership Committee Report - Robyn Rehbein - 5 minutes

Discussion

- B. Member Resignations - Robyn Rehbein - 5 minutes

Suzan Martinez de Gonzales and Ric Hernandez

Discussion

- C. Election of JPTA Governance Council Treasurer - Robyn Rehbein - 5 minutes

Call for Nominations followed by Vote

- D. Membership of JPTA Governance Council/Reporting - Stephanie Haan-Amato - 5 minutes

Discussion

- E. Completion of Form: Statement of Governing Body to Consult with PED - Stephanie Haan-Amato - 5 minutes

Discussion

- F. Conflict of Interest Disclosure - Robyn Rehbein - 10 minutes

1. Arthur Berkson

Vote

The conflict does not compromise the member's participation or in any way jeopardize the school's operations

2. Carrie Hamblen

Vote

The conflict does not compromise the member's participation or in any way jeopardize the school's operations

3. Sherry Booth

Vote

The conflict does not compromise the member's participation or in any way jeopardize the school's operations

4. Stephanie Haan-Amato

Vote

The conflict does not compromise the member's participation or in any way jeopardize the school's operations

- G. Approve 2018-19 Reasonable Notice of Meetings - Stephanie Haan-Amato - 5 minutes

Vote

V. Executive Director Support and Evaluation

- A. Executive Director Report - Christy Takacs - 15 minutes

Discussion

B. Executive Director Contract Addendum - Stephanie Haan-Amato - 5 minutes

Vote

VI. Policy Committee - Stephanie Haan-Amato

A. Policy Committee Report - Stephanie Haan-Amato - 5 minutes

Discussion

B. Textbook Policy - Stephanie Haan-Amato - 5 minutes

Vote

C. School-Sponsored Activities Policy - Stephanie Haan-Amato - 5 minutes

Vote

D. Internal Control Policy - Stephanie Haan-Amato - 5 minutes

Vote

E. Posting and Distributing Materials in the School - Stephanie Haan-Amato - 5 minutes

Vote

F. Executive Director End-of-Year Evaluation - Stephanie Haan-Amato - 5 minutes

Vote

VII. Committee Check-Ins and Updates - Stephanie Haan-Amato

Discussion

A. Facility and Safety - Arthur Berkson

B. Development Committee - Carrie Hamblen and Janet Acosta

C. Academic Oversight Committee - Sherry Booth

D. Parent Advisory Committee - Janet Acosta

E. Gifted Advisory Committee - Janet Acosta

VIII. Other Business - Stephanie Haan-Amato

A. Member Goals-for-the-Year Check In - Robyn Rehbein - 5 minutes

Discussion

B. Open Discussion - 15 minutes

IX. Closed Session

Roll Call Vote to move into closed session for the following reasons: -To discuss Collective Bargaining Strategies; closed Pursuant to Section 10-15-1-H(5). NMSA 1978

A. Collective Bargaining Negotiation

X. Closing Items

A. Adjourn - 1 minutes

Roll Call Vote



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegría de Aprender



**DRAFT- J. Paul Taylor Academy Charter School
Governance Council Retreat/Special Meeting
Friday June 8, 2018 6:00 PM (MST)
1274 Golf Club Rd Las Cruces, New Mexico 88011
Sunset Grill**

I. Opening Items

- A. The J. Paul Taylor Academy Governance Council met in open session on June 8, 2018. The meeting was called to order at 6:06 p.m. to conduct a Special Meeting.
 - 1. Roll was called by Suzan Martinez de Gonzales, Governance Council members Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth were present. A quorum was confirmed. Vicki Chavez Executive Director, SW Regional Education Cooperative, Gina Trujillo, Assistant Business Manager, Erica Reyes, SWREC were also present.
- B. Stephanie Haan-Amato called for any conflict of interest. None was stated by those in attendance.
- C. Martin Lopez read the Mission Statement: *J. Paul Taylor Academy, in alliance with families at the school and community, will offer a rigorous, well-rounded Spanish acquisition, project based instructional program in a smaller school to promote excellence for the diverse students of the Las Cruces area.*
- D. Carrie Hamblen moved to approve the agenda for June 8, 2018 Special Meeting. Robyn Rehbein seconded the motion. Motion approved unanimously with affirmative votes from Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth.

II. Public Input

- A. Stephanie Haan Amato called for any public input.
 - 1. There was no public input at this time.

III. Finance

- A. Gina Trujillo presented Budget Adjustment Request 535-000-1718-0034-I. JPTA received IDEA-B funds in the amount of \$42,260, which we will use to reimburse Operational funds used from March 31st through May 31st. Martin Lopez asked if the total amount of the IDEA-B funds were already expended, Ms. Trujillo replied there should be approximately

\$23,000 remaining. \$15,000 has been budgeted in next fiscal year with balance of \$8,000 carry over going to SPED. Martin Lopez moved to approve, and Carrie Hamblen seconded the motion. Motion approved unanimously with affirmative votes by roll call from Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth.

IV. Executive Director Support and Evaluation

A. Approval of Executive Directors Contract Addendum for June 2018 allowing Ms. Takacs to have an orientation period with Mr. Ahner. Janet Acosta moved to approve, and Arthur Berkson seconded the motion. Motion approved unanimously with affirmative votes from Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth.

B. Approval of Executive Directors Contract for 2018 – 19. Arthur Berkson moved to approve, and Janet Acosta seconded the motion. Motion passed with affirmative votes from Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth.

V. Financial Training

A. Financial training conducted by Vicki Chavez Executive Director, SW Regional Education Cooperative. Using the JPTA Financial Reports for April 2018, Ms. Chavez reviewed the following:

1. How Local Education Agencies (LEA's) are financed in New Mexico (NM).
2. What funds are available to JPTA:
 - State Equalization Guarantee Distribution (SEG)
 - Lease Assistance
 - Food Service
 - SB-9 – designated for capital purchases
 - Textbook – strictly for approved instructional material
 - Spaceport – designated for STEM activities
 - Title I – targeted supplemental program to support students in Reading & Math
 - Title II – designated for Principal & Teacher professional development
 - IDEA-B – designated for Students with Disabilities for supplemental services
3. Preparing for Annual Budget
4. Review of SEG
5. Review JPTA Uniform Chart of Accounts
6. SEG to Budget
7. Operating Budget Management System (OBMS)
8. Actions for Solvency:
 - policies, procedures, internal controls,
 - Insure Procurement Codes are followed

- Dedicate time monthly to review budget, expenses, revenues, bank reconciliations & cash reports
9. Verify adherence to policies and procedures
 10. Do NOT overspend the budget

VI. Group Photo

1. GC Group Photo taken for JPTA Website.

VII. GC Training Requirements

1. Stephanie Haan-Amato led a discussion regarding GC's non-compliance with PED's training requirements for GC members. Dolores Connor and Yvette Turrieta both resigned their GC positions but neither fulfilled their training requirements. It is our understanding that at the time of Ms. Connor's resignation she assured Ric Hernandez that she would fulfill her training obligations, but she did not complete the requirements. Martin Lopez contacted Yvette Turrieta, and it is his understanding she will not likely complete her training obligation.
2. Many current members still need one or two hours in a specific area, such as fiscal responsibility, even though almost everyone has completed the hours requirement overall. The GC had a discussion about the obstacles that have lead to the current situation, including lack of understanding of requirements and especially the lack of PED course offerings in the Las Cruces area that include all of the requirements.
3. In the coming school year, the membership committee will report, at least quarterly, at GC meetings on training requirements and progress each GC member has made toward completing the requirements.

Arthur Berkson left the meeting at 8:10 p.m.

VIII. Length, Dates, and Time of Meetings

1. Stephanie Haan-Amato opened a discussion about our unusually long GC meetings and her goal of keeping the meetings to two hours. GC members in agreement committed to the following:
 - Committee chairs will send out legible written reports in a timely manner for GC members review prior to the meeting, and these will be attached to the agenda.
 - GC members will commit to reading the reports and come prepared to the GC meeting.
 - Stephanie Haan-Amato will develop the GC Meeting Agendas with consent agenda items when appropriate.
 - A discussion about the best day and time to have regular GC meetings. It was decided to continue to hold meetings on Wednesdays but to start at 6:30.
 - A discussion regarding the Finance Committee reports to the GC, suggestions such as having the GC as a whole start each monthly meeting with the GC acting as the Finance committee or a deep dive of the finances on a quarterly basis with the Finance Committee continuing to meet monthly. Another discussion regarding the BAR's ensued regarding the necessity of the numerous BAR's submitted for

approval and the time it takes at each meeting to review the requests. It was decided to continue to have the reporting monthly and to try to have the Finance Committee report submitted in a timely manner to give GC members time to review with a commitment from the new Treasurer to get the Finance Reports and BAR requests to the GC in a timelier manner with ample time to review.

IX. Closing Items

- C. Robyn Rehbein motioned to adjourn the June 8, 2018 Special meeting. Janet Acosta seconded the motion. Motion was passed unanimously with affirmative votes by roll call from Meeting was adjourned at 9:15 p.m. Motion passed with affirmative votes from Stephanie Haan-Amato, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Martin Lopez, and Sherry Booth.



J. Paul Taylor Academy

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



J. Paul Taylor Academy Charter
School Work Session GC Retreat
Day 2

Saturday, June 9, 2018 8:00 AM (MDT)
1274 Golf Club Rd Las Cruces, New Mexico 88011
Sunset Grill

This agenda may be revised up to seventy-two (72) hours prior to the meeting.

DRAFT J. Paul Taylor Academy
Charter School Work Session GC
Retreat Day 2
Saturday, June 9, 2018 8:00 AM (MDT)
1274 Golf Club Rd Las Cruces, New Mexico 88011
Sunset Grill

I. Opening Items

- A. The J. Paul Taylor Academy Governance Council met in Work Session on June 9, 2018. The meeting was called to order at 8:07 a.m.
1. Roll was called by Suzan Martinez de Gonzales, Governance Council members Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, were present. Martin Lopez was absent/excused. A quorum was confirmed. Sherry Booth arrived at 8:20.

II. Warm Up Activity with GC Self Evaluation

- A. Robyn Rehbein led the Warm Up Activity and distributed handout for GC members to complete "Governance Board Member Goals"

III. Review of Charter Contract

- A. Stephanie Haan-Amato facilitated the Charter Contract discussion regarding:
- Charter Contract Term July 1, 2016 – June 30, 2021
 - Develop Performance Framework Academic, organizational, and financial performance indicators to be reviewed possibly at the July 2018 meeting
 - Annual Site Visit
 - Material Terms of Charter
 - Length of day, number of days, enrollment cap, grades served
 - Project-Based Learning
 - Spanish Language Acquisition

IV. Review of Proposed New By-Laws

- A. Stephanie Haan-Amato led the GC's discussion of the following topics
- Council size
 - Term Limits for GC members
 - Qualifications and diversity
 - Professional skills
 - Time commitment
 - Reflect diversity of students (when possible)
 - Attendance
 - Expected to attend all regular meetings
 - Notify an officer within 24 hours in advance for excused absence

V. Review of Open Meetings Act and Annual Notice

A. Robyn Rehbein led the discussion and distributed a handout “Open Meetings Act (OMA) Simplified” (Adapted from Power Point presentation from NM Atty General, Assistant Attorneys General Joseph Dworak & Dylan Lange).

- Regular Meeting
- Special Meeting
- Work Session
- Closed Session
- Emergency Meeting

VI. Committee Membership and Chairs

A. Stephanie Haan-Amato noted the following committees and Chairperson for each committee:

- Collective Bargaining Agreement Team – GC will be represented by Ric Hernandez and Ms. Takacs
- Membership Committee Robyn Rehbein, GC Secretary – Chairperson
 - Stephanie Haan-Amato
 - Carrie Hamblen
- Finance Committee – Suzan Martinez de Gonzales, GC Treasurer – Chairperson
 - Martin Lopez
 - Ms. Takacs
- Policy Committee – Stephanie Hann-Amato, GC Chair – Chairperson
 - Sherry Booth
 - Ms. Takacs
- Facilities & Safety Committee – Arthur Berkson, GC Vice Chair – Chairperson
 - Ms. Takacs
- Audit Committee – Suzan Martinez de Gonzales, GC Treasurer – Chairperson
 - Martin Lopez
 - Ms. Takacs
 - JTPA Business Manager
 - JTPA Parent
 - Community member (unrelated to JPTA)
- Development Committee Liaison – Carrie Hamblen and Ms. Takacs
- Executive Director Evaluation Team - Arthur Berkson, GC Vice Chair – Chairperson
 - Martin Lopez
- Academic Oversight – Sherry Booth – Chairperson
 - Arthur Berkson
 - Ms. Takacs
- Parent Advisory Committee – Janet Acosta – GC Liaison
 - Ms. Takacs
- Gifted Advisory Committee - Janet Acosta – GC Liaison

- Ms. Takacs
- Phoenix Awards Committee – Stephanie Haan-Amato, GC Chair – Chairperson
 - Carrie Hamblen
 - Sherry Booth
- LAT – Suzan Martinez de Gonzales, GC Treasurer – GC Liaison
 - Ms. Takacs
 - Staff
- Grievance Committee – choice of GC member by teacher/staff person, membership is not standing

VII. Desired Reporting from Executive Director

- A. Stephanie Haan-Amato – reviewed the current GC’s expectations for the Executive Director

VIII. Calendar of Meeting Topics

- A. Stephanie Haan-Amato led a discussion regarding:
 - Master calendar with all committee meeting dates, other school events
 - Calendar of GC Meetings for the upcoming year
 - Calendar Meeting Topics

IX. Lunch

X. Intro to the JPTA Foundation

- A. Rebecca Berkson, JPTA Foundation Chairperson gave a brief explanation of the Foundation goals, members, meeting times etc.

XI. Results of Teacher Satisfaction Survey

- A. Stephanie Haan-Amato discussed the results of the Teach Satisfaction Survey
- B. General suggestions
 - Activities communicated with teachers before scheduling
 - Free up ED so she can support classrooms
 - Update technology throughout school
 - Shared leadership continuation improvement
 - More outdoor learning spaces/bird feeders/garden
 - Alternative seating in classrooms, opportunities for kids to move
 - More time for collaboration among teachers
 - Full time special education teachers
 - GC should be required to observe and volunteer time in classrooms

XII. Communication

A. Stephanie Haan-Amato led a discussion to improve Communication with:

- Staff
 - “GC 101”, recruit for committees
 - Reach out for advice
 - Classroom visits

Families

Videos

XIII. Strategic Planning

A. Arthur Berkson led the GC in conducting a SWOT Analysis (Strengths, Weakness, Opportunities, and Threats) to take our first step in conducting a 2-year Strategic Planning

XIV. Other Topics

A. None

XV. Closing Items

A. Carrie Hamblen motioned to adjourn the June 9, 2018 Special meeting. Janet Acosta seconded the motion. Motion was passed unanimously with affirmative votes by roll call from Meeting was adjourned at 5:20 p.m. Motion passed with affirmative votes from Stephanie Haan-Amato, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Carrie Hamblen, Arthur Berkson, and Sherry Booth.

B. Adjourn - 1 minutes

Roll Call Vote

DRAFT- J. Paul Taylor Academy Charter School
Governance Council Special Meeting
Wednesday, June 13, 2018 6:10 PM (MST)
402 W. Court Building 2 Las Cruces New Mexico 88005
JPTA Media Room

I. Opening Items

- A. The J. Paul Taylor Academy Governance Council met in open session for a Special Meeting on May 10, 2018. The meeting was called to order at 6:10 p.m. to conduct a Special Meeting. Roll was called by Suzan Martinez de Gonzales: Governance Council members Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Carrie Hamblen were present. Robyn Rehbein attended by phone, and Arthur Berkson arrived at 6:15 p.m. Ric Hernandez was absent/excused. A quorum was confirmed. Eric Ahner, Executive Director, was in attendance.
- B. Vice-Chair Stephanie Haan-Amato called for any conflict of interest. None was stated by those in attendance.
- C. Eric Ahner read the Mission Statement: *J. Paul Taylor Academy, in alliance with families at the school and community, will offer a rigorous, well-rounded Spanish acquisition, project based instructional program in a smaller school to promote excellence for the diverse students of the Las Cruces area.*
- D. Janet Acosta moved to approve the agenda for June 13, 2018 Special Meeting. Carrie Hamblen seconded the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Carrie Hamblen, Martin Lopez, and Robyn Rehbein.
- E. In reviewing the May 16, 2018 Regular Meeting Minutes, Janet Acosta noted that she was not listed as in attendance in the Opening Items Roll Call. This was an error, as in the body of the Minutes, she made motions during the meeting and was clearly in attendance. Suzan Martinez de Gonzales noted that her last name was spelled incorrectly and asked that it be changed from Gonzalez to Gonzales. Janet Acosta moved to approve the minutes for May 16, 2018 Regular Meeting with the above noted two amendments. Sherry Booth seconded the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.
- F. Janet Acosta moved to approve the minutes for May 20, 2018 Special Meeting with no amendments. Sherry Booth seconded the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.

II. Public Input

- A. Vice-Chair Stephanie Haan-Amato called for Public Input. There was no public input at this time.
- B. Vice-Chair Stephanie Haan-Amato called for Staff Input. There was no staff input at this time.

III. Finance

- A. Eric Ahner notified the GC of the submission of the Arts Application. A discussion ensued regarding the submission of the application prior to GC approval and the fact that the Agenda called for a Vote. Sherry Booth moved to postpone the motion indefinitely. Carrie Hamblen seconded the motion. Motion was approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.
- B. Janet Acosta moved to approve the IDEA-B Application. Suzan Martinez de Gonzales second the motion. Motion was passed unanimously with affirmative votes by Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Sherry Booth, Carrie Hamblen and Martin Lopez.
- C. Eric Ahner presented the Title I Application. Sherry Booth moved to postpone the motion indefinitely. Carrie Hamblen second the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.
- D. Eric Ahner presented the Title II Application which is similar to last year's application for professional development for approximately \$4,830.00. A discussion ensued regarding the submission of the application prior to GC approval and the fact that the Agenda called for a Vote. Carrie Hamblen moved to postpone the motion indefinitely. Sherry Booth second the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.
- E. Stephanie Haan-Amato presented a request for the Continuation with Patty Matthews, School Attorney. According to Mr. Ahner there is no need to go out to bid for attorney services as the contract does not exceed \$20,000 annually. The agreement allows us to have an open purchase order for services and can be used retroactively in the event of an emergency. The discussion was favorably received.
- F. Martin Lopez moved to Approve Budget Adjustment Requests: 535-000-1718-0035-M and 535-000-1718-0036-M. Arthur Berkson second the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.

IV. Governance

- A. Eric Ahner began the discussion with an admission that he failed to submit the Bilingual Education Program Application, which was due in May 2018. He submitted the Application on June 4, 2018. Mr. Ahner reviewed his emails to see if he missed a notification from the Bureau calling for the application, but he could not find one. Mr. Ahner has tried to contact staff at the Bureau without success. There have been no replies to his emails or phone calls. Mr. Ahner noted that this would have a negative impact of \$40,000 to \$50,000 reduction for the program for Fiscal Year 2019/20. Mr. Ahner apologized profusely. It was also noted that this would result in the reduction of the bilingual stipend for staff. GC inquired if there was a running Calendar noting when submissions are due to assure that all applications, contracts, leases etc. are submitted in a timely manner, especially with respect to passing such information on to our new Executive Director. One recommendation was that representatives visit the Bureau in Santa Fe to try and remedy the late submission. Sherry Booth moved to approve the submission of the Bilingual Education Application. Arthur Berkson seconded the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.
- B. Sherry Booth asked that we document in our Minutes our attempts to contact former GC members Dolores Conner and Yvette Turrieta, to impress the importance of following through with their commitment to complete their annual training requirements. Martin Lopez reported that he had a conversation in February with Yvette Turrieta and emailed her noting the Carlsbad training opportunity. During the meeting, a call was placed to Chair, Ric Hernandez, to document his attempts to get Dolores Conner to complete the training requirements; Ric emailed her, reminding her of the training requirements, and she initially told Ric that she would follow through and complete her requirement. However, she has failed to do so. There are notes in the January 24th and May 17th Minutes that we discussed the training requirements for all GC members.

V. ED Support and Eval

- A. Janet Acosta moved to approve the Executive Directors End of Year Evaluation. Arthur Berkson seconded the motion. Motion approved unanimously with affirmative votes from Janet Acosta, Arthur Berkson, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez, Robyn Rehbein, and Carrie Hamblen.

VI. Policy – no items

VII. Other Business

- A. Arthur Berkson reported that the Academic Oversight Committee met today June 13, 2018 and the minutes will be attached to today's agenda. A discussion ensued regarding the committee chairs and whether some committees, such as the Academic

Oversight Committee, should be structured under the ED or the GC and how often the committees should meet.

- B. Stephanie Haan-Amato thanked Mr. Ahner for dedicating two years of his life to JTPA. Mr. Ahner gave a Ms. Takacs a vote of confidence after spending time orienting her to her position. A brief discussion regarding the Assistant Director position and some of the job responsibilities such as observations of Teachers in the classroom.

VIII. Adjourn

- A. Janet Acosta moved to adjourn the June 13, 2018 Special Meeting. Sherry Booth second the motion. Roll was called motion was passed unanimously with affirmative votes by Stephanie Haan-Amato, Arthur Berkson, Suzan Martinez de Gonzales, Robyn Rehbein, Janet Acosta, Sherry Booth, Carrie Hamblen and Martin Lopez. Meeting was adjourned at 7:19 p.m.



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



**DRAFT- J. Paul Taylor Academy Charter School
Governance Council Emergency Meeting
Friday, June 29, 2018 3:30 PM (MDT)
402 W. Court Building 2 Las Cruces New Mexico 88005
JPTA Media Room**

I. Opening items

- A. The J. Paul Taylor Academy Governance Council met in open session on June 29, 2018. The meeting was called to order at 3:31 p.m. to conduct an emergency meeting.
 - 1. Roll was called by Ric Hernandez. Governance Council member Stephanie Haan-Amato was present. Governance Council members Ric Hernandez, Janet Acosta, Martin Lopez, and Carrie Hamblen attended by phone. A quorum was confirmed. Arthur Berkson joined at 3:33 pm by phone. Sherry Booth and Robyn Rehbein were absent and notified an officer in advance of their absences. Christy Takacs, Executive Director, and Gina Trujillo, Assistant Business Manager, were also present.
- B. Vice Chair, Stephanie Haan-Amato, called for any conflict of interest. None was stated by those in attendance.
- C. Stephanie Haan-Amato read the Mission Statement: *J. Paul Taylor Academy, in alliance with families at the school and community, will offer a rigorous, well rounded Spanish acquisition, project based instructional program in a smaller school to promote excellence for the diverse students of the Las Cruces area.*
- D. Martin Lopez moved to approve the agenda for the July 19, 2018 Emergency Meeting. Janet Acosta seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Janet Acosta, Martin Lopez, Stephanie Haan-Amato, and Carrie Hamblen.

II. Finance

- A. Janet Acosta moved to Approve Budget Adjustment Request, 535-000-1718-0037-I. Carrie Hamblen seconded the motion. Motion approved unanimously by roll call vote with affirmative votes from Ric Hernandez, Arthur Berkson, Janet Acosta, Martin Lopez, Stephanie Haan-Amato, and Carrie Hamblen.

III. Closing Items

- A. Carrie Hamblen moved adjourn the June 29, 2018 Emergency Meeting. Janet Acosta seconded the motion. Motion approved unanimously by roll call vote with affirmative votes from Ric Hernandez, Arthur Berkson, Janet Acosta, Martin Lopez, Stephanie Haan-Amato, and Carrie Hamblen.

Meeting was adjourned at 3:39 pm.

Respectfully Submitted,

Stephanie Haan-Amato
JPTA Governance Vice Chair

Approved _____, 2018

Ric Hernandez
JPTA Governance Council Chair

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 535-000-1718-0037-I

Fund Type: General Fund / Capital
Outlay / Debt Service

Adjustment Type: Increase

Fiscal Year: 2017-2018

Entity Name: J. Paul Taylor

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Virginia Trujillo, Asst. Business Mgr

Total Approved Budget (Flowthrough):

Phone: 575-642-1413

Email: gtrujillo@swrecnm.org

FLOWTHROUGH ONLY	
Budget Period: Jul 1 2017 12:00AM	To: Jun 30 2018 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.43101 \$10,471

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2100 Support Services-Students	53215 Psychologists/Counselors - Contracted	2000 Special Programs	0000 No Job Class	\$12,700	\$5,129	\$17,829	
11000 Operational	2300 Support Services-General Administration	51100 Salaries Expense	0000 No Program	1111 Superintendent	\$95,000	\$3,667	\$98,667	0.08
11000 Operational	2300 Support Services-General Administration	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$17,292	\$542	\$17,834	
11000 Operational	2300 Support Services-General Administration	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$2,490	\$83	\$2,573	
11000 Operational	2300 Support Services-General Administration	52210 FICA Payments	0000 No Program	0000 No Job Class	\$7,716	\$239	\$7,955	
11000 Operational	2300 Support Services-General Administration	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$1,806	\$55	\$1,861	
11000 Operational	2300 Support Services-General Administration	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$15,195	\$30	\$15,225	
11000 Operational	2300 Support Services-General Administration	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class	\$552	\$600	\$1,152	
11000 Operational	3100 Food Services Operations	51100 Salaries Expense	0000 No Program	1617 Food Service	\$30,282	\$118	\$30,400	
11000 Operational	3100 Food Services Operations	52210 FICA Payments	0000 No Program	0000 No Job Class	\$1,877	\$8	\$1,885	
Sub Total						\$10,471		0.08
Indirect Cost								
DOC. TOTAL						\$10,471		

Justification:

Final unit value increase

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.



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

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

June 28, 2018

MEMORANDUM

TO: Public School Superintendents
Charter School Officials
Local School Board Presidents
Business Managers

FROM: Christopher N. Ruszkowski
Secretary of Education

RE: 2017-2018 Final Program Unit Value

C.R.

In accordance with Laws 2017, Chapter 135, the General Appropriation Act of 2017 and Laws 2018, Chapter 73, General Appropriation Act of 2018, I am resetting the final unit value for 2017-2018 school year budgets at \$4,115.60, an increase of \$31.34 from the final unit value of \$4,084.26 set January 31, 2018.

The enclosed information provides distributions by entity to assist with Budget Adjustment Requests. The portion of the second June distribution enabled under Laws 2017, Chapter 135, the General Appropriation Act of 2017 is being made available for special education funding. If you have any questions or need additional information, please do not hesitate to contact your assigned budget analyst or David Craig at (505) 827-6537.

CR/dtc

Enc: (Second June SEG Distribution)

cc: Office of the Governor
Duffy Rodriguez, Cabinet Secretary, Department of Finance and Administration
Marian K. Rael, Acting Deputy Secretary, Finance and Operations, PED
David Abbey, Director, Legislative Finance Committee
Rachel Gudgel, Director, Legislative Education Study Committee
David Craig, Director, School Budget and Finance Analysis Bureau, PED
Budget Analysts, School Budget and Finance Analysis Bureau, PED

Final SEG

SPED

ALBUQUERQUE SCHOOL OF EXCELLENCE ST. CHAR (APS)	\$13,837.83	\$13,284.32	\$27,122.15
² ALBUQUERQUE SIGN LANGUAGE ST. CHARTER (APS)	\$8,529.78	\$8,188.59	\$16,718.37
ALDO LEOPOLD ST. CHARTER (SILVER CITY)	\$7,437.73	\$7,140.22	\$14,577.95
² ALMA D'ARTE STATE CHARTER (LAS CRUCES)	\$7,857.07	\$7,542.78	\$15,399.85
² AMY BIEHL ST. CHARTER (APS)	\$13,375.50	\$12,840.48	\$26,215.98
ANTHONY CHARTER (GADSDEN)	\$4,890.22	\$4,694.61	\$9,584.83
² ASK ACADEMY ST. CHARTER (RIO RANCHO)	\$13,634.43	\$13,089.08	\$26,723.49
² CARINOS DE LOS NINOS (ESPAÑOLA)	\$4,682.74	\$4,495.44	\$9,178.18
² CESAR CHAVEZ COMM. ST. CHARTER (APS)	\$8,236.82	\$7,907.35	\$16,144.17
CORAL COMMUNITY (APS)	\$5,097.35	\$4,893.46	\$9,990.81
COTTONWOOD CLASSICAL ST. CHARTER (APS)	\$18,817.83	\$18,064.92	\$36,882.55
DREAM DINE' (CENTRAL)	\$1,232.00	\$1,182.72	\$2,414.72
DZIT DIT LOOL DEAP (GALLUP)	\$1,092.11	\$1,048.43	\$2,140.54
ESTANCIA VALLEY (MORIARTY)	\$10,964.38	\$10,525.81	\$21,490.19
² EXPLORE ACADEMY (ALBUQUERQUE)	\$9,218.82	\$8,850.07	\$18,068.89
GILBERT L. SENA STATE CHARTER (APS)	\$7,476.40	\$7,177.35	\$14,653.75
² HEALTH LEADERSHIP CHARTER (APS)	\$8,291.08	\$7,959.43	\$16,250.51
² HORIZON ACADEMY WEST ST. CHARTER (APS)	\$11,842.11	\$11,368.43	\$23,210.54
² J. PAUL TAYLOR ACADEMY (LAS CRUCES)	\$5,342.58	\$5,128.88	\$10,471.46
LA ACADEMIA DOLORES HUERTA (LAS CRUCES)	\$5,456.14	\$5,237.89	\$10,694.03
LA PROMESA ST. CHARTER (APS)	\$11,976.64	\$11,497.58	\$23,474.22
LAS MONTANAS (LAS CRUCES)	\$7,013.36	\$6,732.83	\$13,746.19
LA TIERRA MONTESSORI (ESPAÑOLA)	\$4,339.01	\$4,165.45	\$8,504.46
MASTERS PROGRAM ST. CHARTER (SANTA FE)	\$7,785.55	\$7,474.12	\$15,259.67
MCCURDY CHARTER SCHOOL (ESPAÑOLA)	\$13,428.71	\$12,891.56	\$26,320.27
MEDIA ARTS COLLAB. ST. CHARTER (APS)	\$9,982.47	\$9,623.17	\$19,605.64
MISSION ACHIEVEMENT & SUCCESS-MAS (APS)	\$22,556.17	\$21,653.93	\$44,210.10
MONTE DEL SOL (SANTA FE)	\$11,681.17	\$11,213.93	\$22,895.10
MONTESSORI ELEMENTARY ST. CHARTER (APS)	\$9,573.84	\$9,190.88	\$18,764.72
NEW AMERICA CHARTER SCHOOL ST. CH. (APS)	\$9,724.73	\$9,335.74	\$19,060.47
NEW AMERICA SCHOOL (LAS CRUCES)	\$8,621.87	\$8,276.81	\$16,898.48
NEW MEXICO CONNECTIONS VIRTUAL (SANTA FE)	\$49,008.22	\$47,047.89	\$96,056.11
NEW MEXICO SCHOOL FOR THE ARTS ST. CH (SANTA FE)	\$8,629.60	\$8,284.42	\$16,914.02
NORTH VALLEY ACADEMY ST. CHARTER (APS)	\$12,756.90	\$12,246.62	\$25,003.52
RED RIVER VALLEY (QUESTA)	\$3,039.32	\$2,917.75	\$5,957.07
ROOTS & WINGS (QUESTA)	\$1,834.70	\$1,761.31	\$3,596.01
SANDOVAL ACADEMY OF BIL ED SABLE (RIO RANCHO)	\$3,153.92	\$3,027.76	\$6,181.68
SCHOOL OF DREAMS ST. CHARTER (LOS LUNAS)	\$14,808.94	\$14,216.59	\$29,025.53
SIX DIRECTIONS (GALLUP)	\$3,295.79	\$3,163.96	\$6,459.75
SOUTH VALLEY PREP ST. CHARTER (APS)	\$4,768.10	\$4,577.38	\$9,345.48
SOUTHWEST AER. MATH & SCIENCE-SAMS (APS)	\$8,724.60	\$8,375.62	\$17,100.22
SOUTHWEST PRIMARY LEARNING CENTER (APS)	\$6,236.74	\$5,987.28	\$12,224.02
SOUTHWEST SECONDARY LEARNING CENTER (APS)	\$9,875.35	\$9,480.34	\$19,355.69
STUDENT ATHLETE HEADQUARTERS (SHAQ) (APS)	\$3,520.63	\$3,379.81	\$6,900.44
² TAOS ACADEMY ST. CHARTER (TAOS)	\$8,425.24	\$8,088.23	\$16,513.47
TAOS INTEGRATED SCHOOL OF ARTS ST. (TAOS)	\$4,855.24	\$4,661.03	\$9,516.27
TAOS INTERNATIONAL (TAOS)	\$6,804.24	\$6,532.07	\$13,336.31
THE GREAT ACADEMY (APS)	\$6,429.69	\$6,172.51	\$12,602.20
TECHNOLOGY LEADERSHIP (APS)	\$7,489.32	\$7,189.74	\$14,679.06
TIERRA ADENTRO ST. CHARTER (APS)	\$10,848.98	\$10,415.02	\$21,264.00
² TIERRA ENCANTADA CHARTER (SANTA FE)	\$10,073.67	\$9,670.73	\$19,744.40
TURQUOISE TRAIL (SANTA FE)	\$13,183.40	\$12,656.06	\$25,839.46
WALATOWA CHARTER HIGH (JEMEZ VALLEY)	\$2,175.68	\$2,088.66	\$4,264.34
STATEWIDE	\$9,999,999.95	\$9,599,999.98	\$19,599,999.93

JPTA Finance Committee Report

Date/Time: June 27, 2018, 6:00 pm

Members Present:

Christy Takacs, Executive Director
Gina Trujillo, Asst. Business Manager
Stephanie Haan-Amato, GC Vice Chair
Martin Lopez, GC Member

Reviewed Budget Adjustment Request(s):

No BARs were needed at the time of the meeting.

Internal Audits:

May Transaction Review

- Check 4041 to Stephanie Haan-Amato, from Operations account, reviewed for compliance to Internal Control Policy. No issues found. Stephanie Haan-Amato recused herself from review of the check.
- Check 4054 to Eric Ahner from Operations account reviewed for compliance to Internal Control Policy. No issues found.
- Check 4092 to Eric Ahner from Operations account reviewed for compliance to Internal Control Policy. No issues found.

Reviewed April Finance Reports

The committee discussed the review that Vicki Chavez conducted of the April Finance Reports during fiscal training at the June 8, 2018 retreat. An overview of Vicki's review is provided below:

April Cash Report

Cash Report showed a total adjusted amount of \$299,403.52 at the end of April. The balances match to the Operations and Activity April Bank Reconciliations.

April Bank Reconciliation Reports

Reviewed the Activity and Operations account and found both match to their respective Bank Statements.

April Revenue and Expense Reports

Reviewed the Actual Revenue and Expense Reports.

April Check Voucher Report

Sequence of checks looks good, no voided items to review.

Reviewed May Finance Reports

May Cash Report

Cash Report showed a total adjusted amount of \$301,718.80 at the end of May. The balances match to the Operations and Activity May Bank Reconciliations.

May Bank Reconciliation Reports

Reviewed the Activity and Operations account and found both match to their respective Bank Statements.

May Revenue and Expense Reports

Reviewed the Actual Revenue and Expense Reports.

May Check Voucher Report

Sequence of checks looks good, no voided items to review.

Used checks from this list for internal audit selection detailed above.

Other:

No other items were discussed or reviewed.

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

Previous Year	06/30/2017	OPERATIONAL	TEACHERAGE	TRANSPORTATION	INST. MATERIALS	FOOD SERVICES	ATHLETICS	NON-INSTRUCT.
Report ending date	4/30/2018	FUND 11000	FUND 12000	FUND 13000	FUND 14000	FUND 21000	FUND 22000	FUND 23000
Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.								
Total Cash Balance 06/30/2017	+OR-	119,438.30	0.00	0.00	32,409.39	14,920.45	0.00	36,238.21
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	1,154,346.73	0.00	0.00	5,697.17	50,230.58	0.00	36,022.26
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	1,273,785.03	0.00	0.00	38,106.56	65,151.03	0.00	72,260.47
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(1,090,459.77)	0.00	0.00	(3,613.59)	(57,112.21)	0.00	(18,803.14)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	183,325.26	0.00	0.00	34,492.97	8,038.82	0.00	53,457.33
Other Reconciling Items								
Payroll Liabilities	+	22,761.18	0.00	0.00	0.00	771.99	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	206,086.44	0.00	0.00	34,492.97	8,810.81	0.00	53,457.33
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	(4,374.15)	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	201,712.29	0.00	0.00	34,492.97	8,810.81	0.00	53,457.33

School District: PED		PED Cash Report for 2017-2018 Fiscal Year				County: PED No.:	Dona Ana 535-001	
Charter Name: J. Paul Taylor Academy								
Month/Quarter 4/30/2018								
		FEDERAL FLOWTHROUGH FUND 24000	FEDERAL DIRECT FUND 25000	LOCAL GRANTS FUND 26000	STATE FLOWTHROUGH FUND 27000	STATE DIRECT FUND 28000	LOCAL OR STATE FUND 29000	BOND BUILDING FUND 31100
Total Cash Balance 06/30/2017	=	(10,336.74)	179.75	9,409.30	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	83,793.96	667.34	12,764.02	0.00	0.00	0.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	73,457.22	847.09	22,173.32	0.00	0.00	0.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(77,057.95)	(114.66)	(21,975.63)	(989.00)	0.00	0.00	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	(3,600.73)	732.43	197.69	(989.00)	0.00	0.00	0.00
Other Reconciling Items								
Payroll Liabilities	+	609.58	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	(2,991.15)	732.43	197.69	(989.00)	0.00	0.00	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	2,991.15	0.00	0.00	989.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	0.00	732.43	197.69	0.00	0.00	0.00	0.00

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

		PUBLIC SCHOOL CAPITAL OUTLAY 31200	SPECIAL CAPITAL OUTLAY LOCAL 31300	SPECIAL CAPITAL OUTLAY STATE 31400	SPECIAL CAPITAL OUTLAY FEDERAL 31500	CAPITAL IMPROV. HB 33 31600	CAPITAL IMPROV. SB9- STATE 31700	CAPITAL IMPROV. SB9- LOCAL 31701
Total Cash Balance 06/30/2017	=	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	110,437.50	0.00	0.00	0.00	0.00	0.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	110,437.50	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(110,437.50)	0.00	0.00	0.00	0.00	(394.00)	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	(394.00)	0.00
Other Reconciling Items								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	0.00	0.00	0.00	0.00	0.00	(394.00)	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	394.00	0.00
Total Ending Cash 4/30/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

		ENERGY EFFICIENCY 31800	ED. TECH EQUIP ACT 31900	PSCOC 20% FUND 32100	DEBT SERVICE FUND 41000	DEFERRED SICK LEAVE FUND 42000	ED TECH DEBT SERVICE FUND 43000	GRAND TOTAL ALL FUNDS
Total Cash Balance 06/30/2017	=	0.00	0.00	0.00	0.00	0.00	0.00	202,258.66
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	0.00	0.00	0.00	0.00	0.00	1,453,959.56
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 4/30/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	1,656,218.22
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	0.00	0.00	0.00	0.00	0.00	(1,380,957.45)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	0.00	275,260.77
Other Reconciling Items								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	24,142.75
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 4/30/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	299,403.52
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 4/30/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	299,403.52

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 4/30/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

COUNTY: Dona Ana
 PED No.: 535-001

B C D E F G H I J
 + + +OR+ +OR+ + +OR+

From Bank Statements				Adjustments to Bank Statements		Adjusted Bank Balance	Description	Adjustment Amount
Account Name/Type	Bank	Statement Balance	Overnight Investments	Net Outstanding Items (Checks) Deposits	Outstanding Interbank transfers			
							From line 12 Grand Total All	299,403.52
Checking		0.00	0.00	0.00	0.00	0.00		0.00
Century Bank -Operational		255,009.29	0.00	(9,063.10)	0.00	245,946.19		0.00
Century Bank - Activities		53,759.93	0.00	(302.60)	0.00	53,457.33		0.00
Totals		308,769.22	0.00	(9,365.70)	0.00	299,403.52		299,403.52

0.00

Please provide Page 1 of each of your Bank Statement(s).

NOTE: Total Column H must equal total Column J

* PERMANENT CASH TRANSFERS/REVERSIONS (LINE 6)

Please identify all cash transfers and reversions per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
	0.00		
	0.00		

** OTHER RECONCILING ITEMS (LINE 8 & 9)

Please identify all reconciling adjustments per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

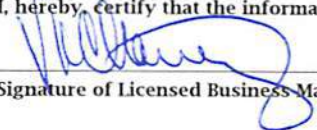
FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
	0.00		
	0.00		

*** TOTAL OUTSTANDING LOANS (LINE 11)

Please identify all outstanding loans per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	2,991.15	24000	RfR pending
11000	394.00	31700	RfR pending
11000	989.00	27000	RfR pending

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.


 Signature of Licensed Business Manager

5/29/18
 Date

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date:
04/30/2018

		Bank Reconciliation + Outstanding		= ExpectedGL		- ActualGL		= Difference	
Beginning Balance	\$	259,560.84	+	\$ (4,312.21)	=	\$ 255,248.63	-	\$ 255,248.63	= \$ -
Deposits/Debits	\$	139,721.09	+	\$ -	=	\$ 139,721.09	-	\$ 139,721.29	= \$ (0.20)
Withdrawals/Credits	\$	(144,272.64)	+	\$ (4,750.89)	=	\$ (149,023.53)	-	\$ (149,023.73)	= \$ 0.20
Total	\$	255,009.29		\$ (9,063.10)		\$ 245,946.19		\$ 245,946.19	\$ -

CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 04/30/2018

Last Reconciled	Beginning Balance	Statement Date	Ending Balance
4/1/2018	\$ 259,560.84	04/30/2018	\$ 255,009.29

Date	Source Document	Item Number	Description	Deposit	Withdrawal
3/14/2018	468	4030	Sonrisa Therapy Services		\$ 787.45
3/28/2018	469	4031	Aprendamos Intervention Team P		\$ 682.37
3/28/2018	469	4032	Brady Industries		\$ 1,002.57
3/28/2018	469	4033	Cooperative Educational Servic		\$ 37.22
3/28/2018	469	4034	Johnstons's Ace Hardware		\$ 4.37
3/28/2018	469	4035	Office Depot		\$ 314.91
3/28/2018	469	4036	Spectrum Technologies		\$ 215.21
3/28/2018	469	4037	SYNCB/Amazon		\$ 627.38
3/28/2018	470	4038	Sonrisa Therapy Services		\$ 620.75
4/2/2018	747		NMPSIA		\$ 13,388.90
4/2/2018	747		Retiree Health Care		\$ 2,243.74
4/2/2018	748		Educational Retirement Board		\$ 18,084.64
4/2/2018	749		NM Department of Taxation and		\$ 1,492.42
4/2/2018	471		Shamrock Foods		\$ 1,844.38
4/2/2018	471	4039	Las Cruces Public Schools		\$ 18,406.25
4/2/2018	471	4040	Southwest Regional Education C		\$ 4,166.67
4/2/2018	471	4041	Stephanie Haan-Amato		\$ 960.91
4/2/2018	746	4042	AFLAC		\$ 224.16
4/2/2018	746	4043	Globe Life		\$ 268.66
4/2/2018	746	4044	Liberty National Life Insuranc		\$ 66.74
4/2/2018	746	4045	National Education Association		\$ 485.60
4/2/2018	472	4046	American Document Services		\$ 15.77
4/12/2018	473	4047	American Linen		\$ 104.31
4/12/2018	473	4048	Ballard & Tighe		\$ 1,062.18
4/12/2018	473	4049	City of Las Cruces		\$ 341.80
4/12/2018	473	4050	Comcast Cable		\$ 195.01
4/12/2018	473	4051	Department of Workforce Soluti		\$ 480.00
4/12/2018	473	4052	El Paso Electric		\$ 1,278.72
4/12/2018	473	4053	Emmanuel Diaz		\$ 600.00
4/12/2018	473	4054	Eric Ahner		\$ 849.16
4/12/2018	473	4055	Filemaker Inc.		\$ 642.00
4/12/2018	473	4056	Sonrisa Therapy Services		\$ 705.60
4/12/2018	473	4057	The Bugyman Exterminator		\$ 81.23
4/13/2018	750		Citizens Bank		\$ 24,380.82
4/13/2018	751		Citizens Bank		\$ 6,513.11
4/18/2018	474	4058	Aprendamos Intervention Team P		\$ 1,933.38
4/18/2018	474	4059	Spectrum Technologies		\$ 655.58
4/23/2018	258	258	April Operational	\$ 136,779.25	
4/27/2018	752		Citizens Bank		\$ 9,504.57

CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 04/30/2018

4/27/2018	475	4062	Apple Inc.	\$ 3,940.00
4/30/2018	755		Citizens Bank	\$ 25,064.10
4/30/2018	259	259	April Operational final	\$ 2,941.84
Subtotal				\$ 139,721.09 \$ 144,272.64

OUTSTANDING ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - **Operations**; Statement Date:
04/30/2018

Last Reconciled	Beginning Balance	Statement Date
4/1/2018	\$ (4,312.21)	04/30/2018

Date	Source Document	Item Number	Description	Deposit	Withdrawal
3/7/2018	466	4010	Monica Kiser		\$ 19.98
4/25/2018	255	4060	Aizpuru, Amber		\$ 6,870.71
4/27/2018	475	4061	ACES		\$ 250.00
4/27/2018	475	4063	Bureau of Education and Resear		\$ 249.00
4/27/2018	475	4064	Cooperative Educational Servic		\$ 334.96
4/27/2018	475	4065	Jamie Sells		\$ 216.08
4/27/2018	475	4066	Sonrisa Therapy Services		\$ 524.74
4/27/2018	475	4067	Southwest Regional Education C		\$ 208.00
4/27/2018	475	4068	SYNCB/Amazon		\$ 306.64
4/27/2018	475	4069	Teacher Synergy, LLC		\$ 82.99
Subtotal				\$ -	\$ 9,063.10

ACTUAL G/L

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 04/30/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
04/02/2018	471	00008833	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 471; Fund=11000	\$ -	\$ 5,127.58
04/02/2018	471	00008833	21000-0000-11012-0000-000000-0000	Disbursement for Voucher: 471; Fund=21000	\$ -	\$ 1,844.38
04/02/2018	471	00008833	31200-0000-11012-0000-000000-0000	Disbursement for Voucher: 471; Fund=31200	\$ -	\$ 18,406.25
04/02/2018	472	00008839	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 472; Fund=11000	\$ -	\$ 15.77
04/02/2018	746	00008834	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 746	\$ -	\$ 1,045.16
04/02/2018	747	00008835	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 747	\$ -	\$ 14,537.86
04/02/2018	747	00008835	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 747	\$ -	\$ 44.30
04/02/2018	747	00008835	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 747	\$ -	\$ 70.44
04/02/2018	747	00008835	24106-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 747	\$ -	\$ 980.04
04/02/2018	748	00008948	24106-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 748	\$ -	\$ 390.93
04/02/2018	748	00008948	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 748	\$ -	\$ 539.14
04/02/2018	748	00008948	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 748	\$ -	\$ 251.20
04/02/2018	748	00008948	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 748	\$ -	\$ 16,903.37
04/02/2018	749	00008949	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 749	\$ -	\$ 1,470.75
04/02/2018	749	00008949	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 749	\$ -	\$ 5.53
04/02/2018	749	00008949	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 749	\$ -	\$ 4.30
04/02/2018	749	00008949	24106-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 749	\$ -	\$ 11.84
04/12/2018	473	00008856	21000-0000-11012-0000-000000-0000	Disbursement for Voucher: 473; Fund=21000	\$ -	\$ 584.31
04/12/2018	473	00008856	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 473; Fund=11000	\$ -	\$ 5,755.70
04/13/2018	750	00008872	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 750	\$ -	\$ 23,046.60
04/13/2018	750	00008872	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 750	\$ -	\$ 450.43
04/13/2018	750	00008872	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 750	\$ -	\$ 883.79
04/13/2018	751	00008873	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 751	\$ -	\$ 167.66
04/13/2018	751	00008873	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 751	\$ -	\$ 84.16
04/13/2018	751	00008873	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 751	\$ -	\$ 6,261.29
04/18/2018	474	00008889	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 474; Fund=11000	\$ -	\$ 2,588.96
04/23/2018	258	00008897	11000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 110,500.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 6.50	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 100.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 90.75	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 5.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 50.20	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 100.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 11.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 125.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 3.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 10.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 50.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 75.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 20.00	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 162.25	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 4,139.32	\$ -
04/23/2018	258	00008897	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 210.00	\$ -
04/23/2018	258	00008897	24101-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 2,714.98	\$ -
04/23/2018	258	00008897	31200-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 258;Recd	\$ 18,406.25	\$ -

ACTUAL G/L

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 04/30/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
04/25/2018	255	00008911	21000-0000-11012-0000-000000-0000	Mark Paid Payroll Register 255	\$ -	\$ 6,870.71
04/27/2018	475	00008924	24154-0000-11012-0000-000000-0000	Disbursement for Voucher: 475; Fund=24154	\$ -	\$ 465.08
04/27/2018	475	00008924	26204-0000-11012-0000-000000-0000	Disbursement for Voucher: 475; Fund=26204	\$ -	\$ 3,940.00
04/27/2018	475	00008924	14000-0000-11012-0000-000000-0000	Disbursement for Voucher: 475; Fund=14000	\$ -	\$ 82.99
04/27/2018	475	00008924	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 475; Fund=11000	\$ -	\$ 1,624.34
04/27/2018	752	00008925	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 752	\$ -	\$ 6,375.31
04/27/2018	752	00008925	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 752	\$ -	\$ 2,961.60
04/27/2018	752	00008925	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 752	\$ -	\$ 167.66
04/30/2018	259	00008946	24101-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ -	\$ 0.20
04/30/2018	259	00008946	24106-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 2,179.54	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 2.00	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 20.00	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 20.00	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 180.00	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 12.50	\$ -
04/30/2018	259	00008946	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 259;Rec	\$ 528.00	\$ -
04/30/2018	755	00008950	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 755	\$ -	\$ 23,729.88
04/30/2018	755	00008950	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 755	\$ -	\$ 883.79
04/30/2018	755	00008950	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 755	\$ -	\$ 450.43
Total					\$ 139,721.29	\$ 149,023.73



CITIZENS BANK OF LAS CRUCES

Genuine Hometown Banking

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Date 4/30/18
PRIMARY ACCOUNT
ENCLOSURES

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J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

*****CHECKING

ACCOUNT TITLE: J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT

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SMALL BUS CHKG NONPROF		NUMBER OF ENCLOSURES	43
ACCOUNT NUMBER	XXXXXX1801	Statement Dates	4/02/18 thru 4/30/18
PREVIOUS BALANCE	259,560.84	DAYS IN THE STATEMENT PERIOD	29
24 DEPOSITS/CREDITS	139,721.09	AVERAGE LEDGER	286,956.61
41 CHECKS/DEBITS	144,272.64	AVERAGE COLLECTED	286,956.61
SERVICE CHARGE	.00		
INTEREST PAID	.00		
CURRENT BALANCE	255,009.29		

DEPOSITS AND ADDITIONS

Date	Description	Amount
4/05	DEPOSIT	6.50 DP
4/05	DEPOSIT	100.00 DP
4/06	VNDR PYMT State of New Mex 091000014052696CCD	18,406.25
4/06	DEPOSIT	140.95 DP
4/09	DEPOSIT	100.00 DP
4/10	VNDR PYMT State of New Mex 091000012232741CCD	110,500.00
4/10	DEPOSIT	16.00 DP
4/11	DEPOSIT	128.00 DP
4/12	FOODSERV FOODSERVSOL SV9T 242071750843163PPD	162.25
4/12	DEPOSIT	10.00 DP
4/13	DEPOSIT	50.00 DP
4/16	VNDR PYMT State of New Mex 091000012055839CCD	2,714.78
4/16	VNDR PYMT State of New Mex 091000012055576CCD	4,139.32
4/17	DEPOSIT	95.00 DP
4/19	FOODSERV FOODSERVSOL SV9T 242071755279903PPD	70.00
4/19	FOODSERV FOODSERVSOL SV9T 242071755279986PPD	140.00
4/19	DEPOSIT	2.00 DP



CITIZENS BANK OF LAS CRUCES

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Date 4/30/18
PRIMARY ACCOUNT
ENCLOSURES

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J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1801 (Continued)

DEPOSITS AND ADDITIONS		
Date	Description	Amount
4/23	VNDR PYMT State of New Mex 091000010017135CCD	2,179.54
4/23	DEPOSIT	20.00 DP
4/25	DEPOSIT	20.00 DP
4/26	FOODSERV FOODSERVSOL SV9T 242071750525960PPD	105.00
4/26	FOODSERV FOODSERVSOL SV9T 242071750525875PPD	423.00
4/26	DEPOSIT	180.00 DP
4/30	DEPOSIT	12.50 DP

CHECKS AND WITHDRAWALS		
Date	Description	Amount
4/03	PAYMENTS J Paul Taylor 112201289082728CTX	2,243.74-
4/03	PAYMENTS J Paul Taylor 112201289083047CTX	13,388.90-
4/10	INSURANCE AFLAC 021000022651455CCD	224.16-
4/11	SHAMROCK F SHAMROCK FOODS N 042000019194855WEB	1,844.38-
4/11	WEB PAY NMERB 091000012916799CCD	18,084.64-
4/13	PAYROLL J Paul Taylor 112201289113001PPD	24,380.82-
4/16	TRD PMNT TAX_REV_WKC_ECKS 091000014507115CCD	116.10-
4/16	TRD PMNT TAX_REV_CRS_ECKS 091000014508834CCD	1,376.32-
4/16	USATAXPYMT IRS 061036010086762CCD	6,513.11-
4/17	UI PAYMENT STATE OF NM DWS 091000017263657CCD	480.00-
4/30	USATAXPYMT IRS 061036010036341CCD	9,504.57-
4/30	PAYROLL J Paul Taylor 112201289113001PPD	25,064.10-

STATEMENT CODE SUMMARY		
CODE	DESCRIPTION	
DP	DEPOSIT	\SERIAL



CITIZENS BANK OF LAS CRUCES

Genuine Hometown Banking

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Date 4/30/18
PRIMARY ACCOUNT
ENCLOSURES

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J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1801 (Continued)

SUMMARY BY CHECK NUMBER

DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
4/06	4030	787.45	4/12	4046	15.77
4/09	4031	682.37	4/17	4047	104.31
4/03	4032	1,002.57	4/19	4048	1,062.18
4/03	4033	37.22	4/17	4049	341.80
4/02	4034	4.37	4/20	4050	195.01
4/05	4035	314.91	4/17	4052*	1,278.72
4/02	4036	215.21	4/18	4053	600.00
4/03	4037	627.38	4/16	4054	849.16
4/06	4038	620.75	4/17	4055	642.00
4/12	4039	18,406.25	4/18	4056	705.60
4/06	4040	4,166.67	4/19	4057	81.23
4/13	4041	960.91	4/26	4058	1,933.38
4/24	4043*	268.66	4/24	4059	655.58
4/10	4044	66.74	4/30	4062*	3,940.00
4/20	4045	485.60			

* DENOTES MISSING CHECK NUMBERS

DAILY BALANCE INFORMATION

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
4/02	259,341.26	4/12	326,397.31	4/23	295,635.08
4/03	242,041.45	4/13	301,105.58	4/24	294,710.84
4/05	241,833.04	4/16	299,104.99	4/25	294,730.84
4/06	254,805.37	4/17	296,353.16	4/26	293,505.46
4/09	254,223.00	4/18	295,047.56	4/30	255,009.29
4/10	364,448.10	4/19	294,116.15		
4/11	344,647.08	4/20	293,435.54		

* * * E N D O F S T A T E M E N T * * *

Remote Deposit	Credit
J Paul Taylor Academy Paul Taylor Operational 1801 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4006	Date: 4/5/2018 Items: 1 Amount: \$6.50 Batch ID: 3901202397 Account ID: 324590 1746254 Acct Num: 139561801

Credit

DEPOSIT Date: 04/05 Amount: \$6.50

DEPOSIT TICKET
FOR CLEAR CASH DEPOSIT ONLY - CASH ONLY

CITIZENS BANK
CASH DEPOSIT

DATE: 4-5-18
CURRENCY: 100.00
COIN: 0.00
TOTAL: 100.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE, BLDG #2
LAS CRUCES, NM 88005

Lunches

100.00

5010000914 0133561801 003

DEPOSIT Date: 04/05 Amount: \$6.50

DEPOSIT

00*001

000230400200 04-05-2018 <112201289>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 04/05 Amount: \$100.00

Remote Deposit	Credit
J Paul Taylor Academy Paul Taylor Operational 1801 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4006	Date: 4/6/2018 Items: 2 Amount: \$140.95 Batch ID: 3910259073 Account ID: 324590 1746254 Acct Num: 139561801

DEPOSIT Date: 04/05 Amount: \$100.00

Credit

DEPOSIT Date: 04/06 Amount: \$140.95

Remote Deposit	Credit
J Paul Taylor Academy Paul Taylor Operational 1801 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4006	Date: 4/9/2018 Items: 2 Amount: \$100.00 Batch ID: 3918889417 Account ID: 324590 1746254 Acct Num: 139561801

DEPOSIT Date: 04/06 Amount: \$140.95

Credit

DEPOSIT Date: 04/09 Amount: \$100.00

DEPOSIT TICKET
FOR CLEAR CASH DEPOSIT ONLY - CASH ONLY

CITIZENS BANK
CASH DEPOSIT

DATE: 4-10-18
CURRENCY: 100.00
COIN: 0.00
TOTAL: 100.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE, BLDG #2
LAS CRUCES, NM 88005

Lunches

100.00

5010000914 0133561801 003

DEPOSIT Date: 04/09 Amount: \$100.00

DEPOSIT

00*91

000230400200 04-10-2018 <112201289>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 04/10 Amount: \$16.00

DEPOSIT TICKET
FOR CLEAR CASH DEPOSIT ONLY - CASH ONLY

CITIZENS BANK
CASH DEPOSIT

DATE: 4-11-18
CURRENCY: 16.00
COIN: 0.00
TOTAL: 16.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE, BLDG #2
LAS CRUCES, NM 88005

Lunches

16.00

5010000914 0133561801 003

DEPOSIT Date: 04/10 Amount: \$16.00

DEPOSIT

00*821

000230400200 04-11-2018 <112201289>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 04/11 Amount: \$128.00

DEPOSIT Date: 04/11 Amount: \$128.00

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES
CITIZENS BANK OF LAS CRUCES
DATE: 4/12/18
CURRENCY: \$10.00
COIN: 10.00
TOTAL: 10.00
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT
Date: 04/12 Amount: \$10.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/12 Amount: \$10.00
Remote Deposit
J Paul Taylor Academy
Paul Taylor Operational 1801
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575-652-4006
Date: 4/13/2018
Items: 1
Amount: \$50.00
Batch ID: 3936440181
Account ID: 324590 1746254
Acct Num: 139561801

DEPOSIT Date: 04/12 Amount: \$10.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/13 Amount: \$50.00
CITIZENS BANK OF LAS CRUCES
DATE: 4-17-18
CURRENCY: \$50.00
COIN: 50.00
TOTAL: 50.00
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/13 Amount: \$50.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/17 Amount: \$95.00
CITIZENS BANK OF LAS CRUCES
DATE: 4/19/18
CURRENCY: \$95.00
COIN: 95.00
TOTAL: 95.00
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/17 Amount: \$95.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/19 Amount: \$2.00
CITIZENS BANK OF LAS CRUCES
DATE: 4-23-18
CURRENCY: \$2.00
COIN: 2.00
TOTAL: 2.00
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/19 Amount: \$2.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/23 Amount: \$20.00
CITIZENS BANK OF LAS CRUCES
DATE: 4-24-18
CURRENCY: \$20.00
COIN: 20.00
TOTAL: 20.00
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/23 Amount: \$20.00
CREDIT
J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
15010000910 00133561801 003

DEPOSIT Date: 04/25 Amount: \$20.00

DEPOSIT Date: 04/25 Amount: \$20.00

1. Use the following worksheet to calculate your overall account balance.
2. Go through your register and mark each check withdrawal, ATM/Debit Card transaction, payment, deposit or other credit listed on your statement. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM/Debit Card transactions withdrawn from your account during this statement period.
3. Using the chart below, list any deposits, transfers to your account, outstanding checks, ATM/Debit Card withdrawals, ATM/Debit Card payments or any other withdrawals (including any from previous months) that are listed in your register but not shown on your statement.

ITEMS OUTSTANDING		
NUMBER	AMOUNT	
TOTAL	\$	

- ENTER**
 A. The NEW BALANCE shown on your statement.....\$ _____
ADD
 B. Any deposits listed in your register or transfers into your account that are not shown on your statement\$ _____
 TOTAL...\$ _____
CALCULATE THE SUBTOTAL\$ _____
 (Add Parts A and B)
SUBTRACT
 C. The total outstanding checks and withdrawals from the chart above...-\$ _____
CALCULATE THE ENDING BALANCE
 (Part A + Part B - Part C)
 This amount should be the same as the current balance shown in your check register.....\$ _____

TO REPORT LOST OR STOLEN CREDIT CARDS:
CALL 1(800) 423-7503 ANYTIME

Call us or write to us as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than **60 DAYS** after we sent you the **FIRST** statement on which the problem or error appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount and date of the suspected error.

If you tell us orally, we may require that you send us your inquiry in writing within 10 business days. We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error. We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

Call us or write to us at the address shown on the front of this statement as soon as you can if you think your statement or check is wrong or if you need more information about a debit listed on the statement or check. We must hear from you no later than **30 DAYS** after we sent you the **FIRST** statement on which the problem or error appeared.

1. Tell us your name and account number.
2. Describe the error or the debit you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount and date of the suspected error.

If you tell us orally, we may require that you send us your inquiry in writing within 10 business days.

We may require you to present the item to us, if it was returned to you in your statement, so that we can send it through the proper channels to return credit to your account. We may also require that you complete additional documentation in the event of a forgery or alteration of an item. If you do not notify us within 30 days after we send you the first statement on which the problem or error appeared, we may not re-credit your account.

Please see the section entitled YOUR BILLING RIGHTS on your Revolving Credit Statement.

Redacted: pages 6-11 of this bank statement, which contain only cancelled checks, pursuant to the Public Records Act because of personal identification information contained therein

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date:
04/30/2018

		Bank Reconciliation + Outstanding		= ExpectedGL - ActualGL		= Difference	
Beginning Balance	\$	53,819.37	+ \$ (1,037.44)	= \$ 52,781.93	- \$ 52,781.93	= \$	-
Deposits/Debits	\$	1,692.00	+ \$ -	= \$ 1,692.00	- \$ 1,692.00	= \$	-
Withdrawals/Credits	\$	(1,751.44)	+ \$ 734.84	= \$ (1,016.60)	- \$ (1,016.60)	= \$	-
Total	\$	53,759.93	\$ (302.60)	\$ 53,457.33	\$ 53,457.33	\$	-

CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date:
04/30/2018

Last Reconciled	Beginning Balance	Statement Date	Ending Balance		
4/1/2018	\$ 53,819.37	04/30/2018	\$ 53,759.93		
Date	Source Document	Item Number	Description	Deposit	Withdrawal
3/14/2018	468	1112	A Children's Theatre		\$ 264.00
3/28/2018	469	1113	Battle of Books, Stacey Lowe		\$ 150.00
3/28/2018	469	1114	Ci Ci's Pizza		\$ 98.80
3/28/2018	469	1115	SYNCB/Amazon		\$ 524.64
4/12/2018	473	1116	Asombro Institute		\$ 240.00
4/18/2018	474	1117	Carole Swickard		\$ 75.00
4/19/2018	257	257	April Activity	\$ 1,193.00	
4/27/2018	475	1118	Apple Inc.		\$ 399.00
4/30/2018	260	260	April Activity final	\$ 499.00	
Subtotal				\$ 1,692.00	\$ 1,751.44

OUTSTANDING ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date:
04/30/2018

Last Reconciled	Beginning Balance	Statement Date
4/1/2018	\$ (1,037.44)	04/30/2018

Date	Source Document	Item Number	Description	Deposit	Withdrawal
4/27/2018	475	1119	Jennifer Rogers		\$ 150.00
4/27/2018	475	1120	Zia Promotional Products		\$ 152.60
Subtotal				\$ -	\$ 302.60

ACTUAL G/L

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date: 04/30/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
04/12/2018	473	00008856	23000-0000-11012-0000-000000-0000	Disbursement for Voucher: 473; Fund=23000	\$ -	\$ 240.00
04/18/2018	474	00008889	23000-0000-11012-0000-000000-0000	Disbursement for Voucher: 474; Fund=23000	\$ -	\$ 75.00
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 15.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 90.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 6.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 50.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 9.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 70.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 30.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 200.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 300.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 30.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 10.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 40.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 340.00	\$ -
04/19/2018	257	00008896	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 257;Receip	\$ 3.00	\$ -
04/27/2018	475	00008924	23000-0000-11012-0000-000000-0000	Disbursement for Voucher: 475; Fund=23000	\$ -	\$ 701.60
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 6.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 40.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 235.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 50.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 20.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 20.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 10.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 8.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 40.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 20.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 20.00	\$ -
04/30/2018	260	00008947	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 260;Receip	\$ 30.00	\$ -
Total					\$ 1,692.00	\$ 1,016.60



CITIZENS BANK OF LAS CRUCES

Genuine Hometown Banking

[Citizens Home Page](#) [Secure E-Mail](#)

Date 4/30/18
PRIMARY ACCOUNT
ENCLOSURES

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XXXXXX1802
22

J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

*****CHECKING

ACCOUNT TITLE: J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT

Keep your valuables safe!
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SMALL BUS CHKG NONPROF		NUMBER OF ENCLOSURES	22
ACCOUNT NUMBER	XXXXXX1802	Statement Dates	4/02/18 thru 4/30/18
PREVIOUS BALANCE	53,819.37	DAYS IN THE STATEMENT PERIOD	29
15 DEPOSITS/CREDITS	1,692.00	AVERAGE LEDGER	53,785.36
7 CHECKS/DEBITS	1,751.44	AVERAGE COLLECTED	53,768.46
SERVICE CHARGE	.00		
INTEREST PAID	.00		
CURRENT BALANCE	53,759.93		

DEPOSITS AND ADDITIONS

Date	Description	Amount
4/05	DEPOSIT	200.00 DP
4/10	DEPOSIT	300.00 DP
4/11	DEPOSIT	40.00 DP
4/12	DEPOSIT	43.00 DP
4/13	DEPOSIT	105.00 DP
4/13	DEPOSIT	340.00 DP
4/17	DEPOSIT	56.00 DP
4/18	DEPOSIT	39.00 DP
4/19	DEPOSIT	70.00 DP
4/19	DEPOSIT	331.00 DP
4/20	DEPOSIT	40.00 DP
4/23	DEPOSIT	18.00 DP
4/25	DEPOSIT	40.00 DP
4/26	DEPOSIT	40.00 DP
4/30	DEPOSIT	30.00 DP

STATEMENT CODE SUMMARY

CODE	DESCRIPTION
DP	DEPOSIT \SERIAL

SUMMARY BY CHECK NUMBER

DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
4/04	1112	264.00	4/17	1113	150.00
* DENOTES MISSING CHECK NUMBERS					



CITIZENS BANK

OF LAS CRUCES

Genuine Hometown Banking

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Date 4/30/18
PRIMARY ACCOUNT
ENCLOSURES

Page 2
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22

J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1802 (Continued)

SUMMARY BY CHECK NUMBER

DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
4/17	1114	98.80	4/25	1117	75.00
4/03	1115	524.64	4/30	1118	399.00
4/18	1116	240.00			

* DENOTES MISSING CHECK NUMBERS

DAILY BALANCE INFORMATION

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
4/02	53,819.37	4/12	53,613.73	4/23	54,123.93
4/03	53,294.73	4/13	54,058.73	4/25	54,088.93
4/04	53,030.73	4/17	53,865.93	4/26	54,128.93
4/05	53,230.73	4/18	53,664.93	4/30	53,759.93
4/10	53,530.73	4/19	54,065.93		
4/11	53,570.73	4/20	54,105.93		

* * * E N D O F S T A T E M E N T * * *

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Activity acct: 1802 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4005	Date: 4/5/2018 Items: 1 Amount: \$200.00 Batch ID: 3901202561 Account ID: 324590 1746259 Acct Num: 139561802

Credit



DEPOSIT Date: 04/05 Amount: \$200.00

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Activity acct: 1802 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4005	Date: 4/10/2018 Items: 1 Amount: \$300.00 Batch ID: 3924630817 Account ID: 324590 1746259 Acct Num: 139561802



DEPOSIT Date: 04/05 Amount: \$200.00

Credit

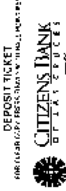
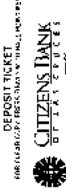
DEPOSIT Date: 04/10 Amount: \$300.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/10/18 CURRENCY: 300.00 COIN: 0.00 TOTAL: 300.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/10/18 CURRENCY: 300.00 COIN: 0.00 TOTAL: 300.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor
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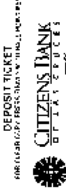
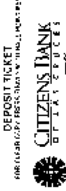
DEPOSIT Date: 04/10 Amount: \$300.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/10/18 CURRENCY: 300.00 COIN: 0.00 TOTAL: 300.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/10/18 CURRENCY: 300.00 COIN: 0.00 TOTAL: 300.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor
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DEPOSIT Date: 04/11 Amount: \$40.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/11/18 CURRENCY: 40.00 COIN: 0.00 TOTAL: 40.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/11/18 CURRENCY: 40.00 COIN: 0.00 TOTAL: 40.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor
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DEPOSIT Date: 04/11 Amount: \$40.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/11/18 CURRENCY: 40.00 COIN: 0.00 TOTAL: 40.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/11/18 CURRENCY: 40.00 COIN: 0.00 TOTAL: 40.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005 F.T. Taylor
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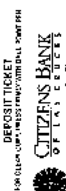
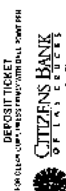
DEPOSIT Date: 04/12 Amount: \$43.00

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Activity acct: 1802 402 W Court Avenue Bldg #2 Las Cruces, NM 88005 575-652-4005	Date: 4/13/2018 Items: 5 Amount: \$340.00 Batch ID: 3936440429 Account ID: 324590 1746259 Acct Num: 139561802

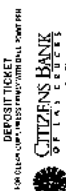
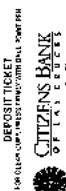
DEPOSIT Date: 04/12 Amount: \$43.00

Credit

DEPOSIT Date: 04/13 Amount: \$340.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/13/18 CURRENCY: 340.00 COIN: 0.00 TOTAL: 340.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/13/18 CURRENCY: 340.00 COIN: 0.00 TOTAL: 340.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005
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DEPOSIT Date: 04/13 Amount: \$340.00

 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/13/18 CURRENCY: 340.00 COIN: 0.00 TOTAL: 340.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005	 DEPOSIT TICKET CITIZENS BANK 1800 S. ALAMITO AVE. SUITE 100 LAS CRUCES, NM 88005 DATE: 4/13/18 CURRENCY: 340.00 COIN: 0.00 TOTAL: 340.00 J. PAUL TAYLOR ACADEMY ACTIVITY ACCOUNT 402 W COURT AVE BLDG #2 LAS CRUCES, NM 88005
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DEPOSIT Date: 04/13 Amount: \$105.00

DEPOSIT Date: 04/13 Amount: \$105.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-17-18
CURRENCY: 56.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

56.00

DEPOSIT Date: 04/17 Amount: \$56.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-18-18
CURRENCY: 39.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

39.00

yearbook
E.T.

DEPOSIT Date: 04/18 Amount: \$39.00

Remote Deposit Credit

J Paul Taylor Academy
Paul Taylor Activity acct 1802
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575-652-4006

Date: 4/19/2018
Items: 4
Amount: \$70.00
Batch ID: 3957029085
Account ID: 324590 1746259
Acct Num: 139561802

DEPOSIT Date: 04/19 Amount: \$70.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4/19/18
CURRENCY: 70.00
COIN: 20.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

70.00

DEPOSIT Date: 04/19 Amount: \$331.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-20-18
CURRENCY: 331.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

331.00

DEPOSIT Date: 04/20 Amount: \$40.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-23-18
CURRENCY: 40.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

40.00

DEPOSIT Date: 04/23 Amount: \$18.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-23-18
CURRENCY: 18.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

18.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-17-18
CURRENCY: 56.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

56.00

DEPOSIT Date: 04/17 Amount: \$56.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-18-18
CURRENCY: 39.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

39.00

DEPOSIT Date: 04/18 Amount: \$39.00

Remote Deposit Credit

J Paul Taylor Academy
Paul Taylor Activity acct 1802
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575-652-4006

Date: 4/19/2018
Items: 4
Amount: \$70.00
Batch ID: 3957029085
Account ID: 324590 1746259
Acct Num: 139561802

DEPOSIT Date: 04/19 Amount: \$70.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4/19/18
CURRENCY: 70.00
COIN: 20.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

70.00

DEPOSIT Date: 04/19 Amount: \$331.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-20-18
CURRENCY: 331.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

331.00

DEPOSIT Date: 04/20 Amount: \$40.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-23-18
CURRENCY: 40.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

40.00

DEPOSIT Date: 04/23 Amount: \$18.00

DEPOSIT TICKET
CITIZENS BANK
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

DATE: 4-23-18
CURRENCY: 18.00
COIN: 10.00

J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

18.00

Redacted: pages 5-7 of this bank statement, which contain only cancelled checks, pursuant to the Public Records Act because of personal identification information contained therein

Bank: Citizens Bank; Bank Account: 0133561801; Begin Check Number: 4039; End Check Number: 4069; Check Status:
<All>

Bank	Account Number
Citizens Bank	0133561801

Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
4/2/2018	4039	Accounts Payable	Las Cruces Public Schools	\$ 18,406.25	Paid
4/2/2018	4040	Accounts Payable	Southwest Regional Education Center	\$ 4,166.67	Paid
4/2/2018	4041	Accounts Payable	Stephanie Haan-Amato	\$ 960.91	Paid
4/2/2018	4042	Payroll Liability	AFLAC	\$ 224.16	Paid
4/2/2018	4043	Payroll Liability	Globe Life	\$ 268.66	Paid
4/2/2018	4044	Payroll Liability	Liberty National Life Insurance	\$ 66.74	Paid
4/2/2018	4045	Payroll Liability	National Education Association - NM	\$ 485.60	Paid
4/2/2018	4046	Accounts Payable	American Document Services	\$ 15.77	Paid
4/12/2018	4047	Accounts Payable	American Linen	\$ 104.31	Paid
4/12/2018	4048	Accounts Payable	Ballard & Tighe	\$ 1,062.18	Paid
4/12/2018	4049	Accounts Payable	City of Las Cruces	\$ 341.80	Paid
4/12/2018	4050	Accounts Payable	Comcast Cable	\$ 195.01	Paid
4/12/2018	4051	Accounts Payable	Department of Workforce Solutions	\$ 480.00	Paid
4/12/2018	4052	Accounts Payable	El Paso Electric	\$ 1,278.72	Paid
4/12/2018	4053	Accounts Payable	Emmanuel Diaz	\$ 600.00	Paid
4/12/2018	4054	Accounts Payable	Eric Ahner	\$ 849.16	Paid
4/12/2018	4055	Accounts Payable	Filemaker Inc.	\$ 642.00	Paid
4/12/2018	4056	Accounts Payable	Sonrisa Therapy Services	\$ 705.60	Paid
4/12/2018	4057	Accounts Payable	The Bugyman Exterminator	\$ 81.23	Paid
4/18/2018	4058	Accounts Payable	Aprendamos Intervention Team PA	\$ 1,933.38	Paid
4/18/2018	4059	Accounts Payable	Spectrum Technologies	\$ 655.58	Paid
4/30/2018	4060	Payroll	Aizpuru, Amber	\$ 6,870.71	Paid
4/27/2018	4061	Accounts Payable	ACES	\$ 250.00	Paid
4/27/2018	4062	Accounts Payable	Apple Inc.	\$ 3,940.00	Paid
4/27/2018	4063	Accounts Payable	Bureau of Education and Research	\$ 249.00	Paid
4/27/2018	4064	Accounts Payable	Cooperative Educational Services	\$ 334.96	Paid
4/27/2018	4065	Accounts Payable	Jamie Sells	\$ 216.08	Paid
4/27/2018	4066	Accounts Payable	Sonrisa Therapy Services	\$ 524.74	Paid
4/27/2018	4067	Accounts Payable	Southwest Regional Education Center	\$ 208.00	Paid
4/27/2018	4068	Accounts Payable	SYNCB/Amazon	\$ 306.64	Paid
4/27/2018	4069	Accounts Payable	Teacher Synergy, LLC	\$ 82.99	Paid
Subtotal				\$ 46,506.85	
Total				\$ 46,506.85	

Bank	Account Number
Citizens Bank	0133561802

Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
4/12/2018	1116	Accounts Payable	Asombro Institute	\$ 240.00	Paid
4/18/2018	1117	Accounts Payable	Carole Swickard	\$ 75.00	Paid
4/27/2018	1118	Accounts Payable	Apple Inc.	\$ 399.00	Paid
4/27/2018	1119	Accounts Payable	Jennifer Rogers	\$ 150.00	Paid
4/27/2018	1120	Accounts Payable	Zia Promotional Products	\$ 152.60	Paid
Subtotal				\$ 24,026.65	
Total				\$ 485.60	



CITIZENS BANK OF LAS CRUCES

Genuine Hometown Banking

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Date 5/31/18
PRIMARY ACCOUNT
ENCLOSURES

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J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

*****CHECKING

ACCOUNT TITLE: J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT

Keep your valuables safe!
Stop in today and open a safe deposit box.
Visit us at www.citizenslc.com for more information

SMALL BUS CHKG NONPROF		NUMBER OF ENCLOSURES	53
ACCOUNT NUMBER	XXXXXX1801	Statement Dates	5/01/18 thru 5/31/18
PREVIOUS BALANCE	255,009.29	DAYS IN THE STATEMENT PERIOD	31
33 DEPOSITS/CREDITS	147,782.51	AVERAGE LEDGER	283,458.11
45 CHECKS/DEBITS	152,719.62	AVERAGE COLLECTED	282,518.24
SERVICE CHARGE	.00		
INTEREST PAID	.00		
CURRENT BALANCE	250,072.18		

DEPOSITS AND ADDITIONS

Date	Description	Amount
5/02	DEPOSIT	2.33 DP
5/03	FOODSERV FOODSERVSOL SV9T 242071759075228PPD	55.00
5/03	FOODSERV FOODSERVSOL SV9T 242071759075151PPD	170.80
5/04	DEPOSIT	25.00 DP
5/04	DEPOSIT	40.00 DP
5/04	DEPOSIT	112.00 DP
5/04	DEPOSIT	9,496.50 DP
5/08	DEPOSIT	45.50 DP
5/10	FOODSERV FOODSERVSOL SV9T 242071756877395PPD	225.70
5/10	VNDR PYMT State of New Mex 091000013045674CCD	110,500.00
5/10	DEPOSIT	80.00 DP
5/10	DEPOSIT	109.40 DP
5/11	VNDR PYMT State of New Mex 091000012791825CCD	18,406.25
5/15	VNDR PYMT State of New Mex 091000014699151CCD	394.00
5/15	VNDR PYMT State of New Mex 091000014699167CCD	423.17
5/16	DEPOSIT	16.55 DP



CITIZENS BANK OF LAS CRUCES

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Date 5/31/18
PRIMARY ACCOUNT
ENCLOSURES

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53

J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1801 (Continued)

DEPOSITS AND ADDITIONS		
Date	Description	Amount
5/17	FOODSERV FOODSERVSOL SV9T 242071753138459PPD	110.00
5/17	DEPOSIT	77.50 DP
5/17	DEPOSIT	298.40 DP
5/18	DEPOSIT	227.50 DP
5/21	DEPOSIT	812.24 DP
5/22	DEPOSIT	665.65 DP
5/23	DEPOSIT	63.00 DP
5/23	DEPOSIT	471.50 DP
5/24	FOODSERV FOODSERVSOL SV9T 242071758391220PPD	204.00
5/24	FOODSERV FOODSERVSOL SV9T 242071758391133PPD	262.50
5/24	DEPOSIT	401.15 DP
5/25	VNDR PYMT State of New Mex 091000013507681CCD	989.00
5/25	VNDR PYMT State of New Mex 091000013507580CCD	2,278.27
5/25	DEPOSIT	111.60 DP
5/29	DEPOSIT	49.00 DP
5/31	FOODSERV FOODSERVSOL SV9T 242071752479339PPD	162.00
5/31	FOODSERV FOODSERVSOL SV9T 242071752479416PPD	497.00

CHECKS AND WITHDRAWALS		
Date	Description	Amount
5/02	PAYMENTS J Paul Taylor 112201289082728CTX	2,169.90-
5/02	PAYMENTS J Paul Taylor 112201289083047CTX	13,388.90-
5/11	SHAMROCK F SHAMROCK FOODS N 042000011668536WEB	3,567.70-
5/11	WEB PAY NMERB 091000013390168CCD	17,479.16-
5/14	TRD PMNT TAX_REV_CRS_ECKS 091000010685608CCD	1,748.49-
5/15	INSURANCE AFLAC 021000026965040CCD	224.16-
5/15	USATAXPYMT IRS 061036010104230CCD	7,522.61-
5/15	PAYROLL J Paul Taylor 112201289113001PPD	28,044.20-



CITIZENS BANK OF LAS CRUCES

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Date 5/31/18
PRIMARY ACCOUNT
ENCLOSURES

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53

J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1801 (Continued)

CHECKS AND WITHDRAWALS		
Date	Description	Amount
5/23	Transf to J PAUL TAYLOR ACTIVI Deposited to wrong account Confirmation number 523180206	716.24-XF
5/30	USATAXPYMT IRS 061036010027654CCD	7,360.19-
5/30	PAYROLL J Paul Taylor 112201289113001PPD	27,276.53-

STATEMENT CODE SUMMARY			
CODE	DESCRIPTION	CODE	DESCRIPTION
DP	DEPOSIT	\SERIAL	XF XFER FR LN

SUMMARY BY CHECK NUMBER					
DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
5/03	4060	6,870.71	5/25	4080*	268.66
5/02	4061	250.00	5/21	4081	66.74
5/16	4063*	249.00	5/22	4082	485.60
5/01	4064	334.96	5/22	4083	190.00
5/02	4065	216.08	5/23	4084	100.00
5/02	4066	524.74	5/30	4085	322.56
5/01	4067	208.00	5/21	4086	1,506.33
5/03	4068	306.64	5/24	4087	600.00
5/02	4069	82.99	5/21	4088	1,544.08
5/16	4071*	8.64	5/22	4089	1,069.45
5/10	4072	173.85	5/16	4090	660.00
5/10	4073	265.33	5/24	4091	195.01
5/14	4074	80.38	5/21	4092	380.10
5/21	4075	18,406.25	5/24	4093	2,300.00
5/14	4076	279.90	5/22	4094	597.33
5/16	4077	68.80	5/23	4096*	163.22
5/10	4078	4,166.67	5/30	4097	279.52

* DENOTES MISSING CHECK NUMBERS

DAILY BALANCE INFORMATION					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
5/01	254,466.33	5/14	342,163.37	5/23	283,720.13
5/02	237,836.05	5/15	307,189.57	5/24	281,492.77
5/03	230,884.50	5/16	306,219.68	5/25	284,602.98
5/04	240,558.00	5/17	306,705.58	5/29	284,651.98
5/08	240,603.50	5/18	306,933.08	5/30	249,413.18
5/10	346,912.75	5/21	285,841.82	5/31	250,072.18
5/11	344,272.14	5/22	284,165.09		



CITIZENS BANK
OF LAS CRUCES

Genuine Hometown Banking

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Date 5/31/18
PRIMARY ACCOUNT
ENCLOSURES

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J PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1801 (Continued)

* * * E N D O F S T A T E M E N T * * *

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Operational 1801 412 W Court Avenue Bldg #2 Las Cruces, NM 88005 575 652 4006	Date: 5/1/2018 Items: 1 Amount: \$9,496.50 Batch ID: 4034306393 Amount ID: 3045700 1746254 Aut Num: 133561801

Credit

DEPOSIT Date: 05/04 Amount: \$9,496.50

DEPOSIT Date: 05/04 Amount: \$9,496.50

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Operational 1801 412 W Court Avenue Bldg #2 Las Cruces, NM 88005 575 652 4006	Date: 5/1/2018 Items: 1 Amount: \$112.00 Batch ID: 4034306297 Amount ID: 3045700 1746254 Aut Num: 133561801

Credit

DEPOSIT Date: 05/04 Amount: \$112.00

DEPOSIT Date: 05/04 Amount: \$112.00

DEPOSIT TICKET
FOR CASH AND CHECKS ONLY - NOT FOR DEPOSIT

CITIZENS BANK
 100 N. GARDEN AVENUE
 LAS CRUCES, NM 88005
 575 652 4006

DATE: 5-4-18
 CURRENCY: 40
 COIN: 40

J. PAUL TAYLOR ACADEMY
 OPERATIONAL ACCOUNT
 412 W COURT AVE. BLDG #2
 LAS CRUCES, NM 88005

95-128/1100
 TOTAL ITEMS: 1
 AMOUNT: \$112.00
 BATCH ID: 4034306297
 AMOUNT ID: 3045700 1746254
 AUT NUM: 133561801

40.00

DEPOSIT TICKET
FOR CASH AND CHECKS ONLY - NOT FOR DEPOSIT

CITIZENS BANK
 100 N. GARDEN AVENUE
 LAS CRUCES, NM 88005
 575 652 4006

DATE: 5-4-18
 CURRENCY: 40
 COIN: 40

J. PAUL TAYLOR ACADEMY
 OPERATIONAL ACCOUNT
 412 W COURT AVE. BLDG #2
 LAS CRUCES, NM 88005

95-128/1100
 TOTAL ITEMS: 1
 AMOUNT: \$112.00
 BATCH ID: 4034306297
 AMOUNT ID: 3045700 1746254
 AUT NUM: 133561801

40.00

DEPOSIT Date: 05/04 Amount: \$40.00

DEPOSIT Date: 05/04 Amount: \$40.00

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Operational 1801 412 W Court Avenue Bldg #2 Las Cruces, NM 88005 575 652 4006	Date: 5/1/2018 Items: 1 Amount: \$25.00 Batch ID: 4034306465 Amount ID: 3045700 1746254 Aut Num: 133561801

Credit

DEPOSIT Date: 05/04 Amount: \$25.00

DEPOSIT Date: 05/04 Amount: \$25.00

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Operational 1801 412 W Court Avenue Bldg #2 Las Cruces, NM 88005 575 652 4006	Date: 5/8/2018 Items: 2 Amount: \$45.50 Batch ID: 4055469993 Amount ID: 3045700 1746254 Aut Num: 133561801

Credit

DEPOSIT Date: 05/08 Amount: \$45.50

DEPOSIT Date: 05/08 Amount: \$45.50

Remote Deposit	Credit
J Paul Taylor Academy J Paul Taylor Operational 1801 412 W Court Avenue Bldg #2 Las Cruces, NM 88005 575 652 4006	Date: 5/10/2018 Items: 1 Amount: \$109.40 Batch ID: 4065503101 Amount ID: 3045700 1746254 Aut Num: 133561801

Credit

DEPOSIT Date: 05/10 Amount: \$109.40

DEPOSIT Date: 05/10 Amount: \$109.40

	Credit

DEPOSIT Date: 05/10 Amount: \$80.00

[illegible]

DEPOSIT Date: 05/16 Amount: \$16.55

DATE	TIME	FROM	TO	REMARKS
05-17-2018	11:20:12	05-17-2018	11:20:12	Citizens Bank of Las Cruces
05-17-2018	11:20:12	05-17-2018	11:20:12	Las Cruces, NM
TOTAL				

DEPOSIT Date: 05/17 Amount: \$77.50

Credit

DEPOSIT Date: 05/17 Amount: \$298.40

[illegible]

DEPOSIT Date: 05/18 Amount: \$227.50

b2-zig

000000000000000000 05-21-2018 <112201208>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/21 Amount: \$812.24

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES, NM
DATE: 5-22-18
CURRENCY: 105.25
COIN: 175 15.25
100S 270.00
20S 36.00
10S 22.15
TOTAL: 665.65

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

150100009142 0433561801 003

09-599
1019251
100000000000000000 05-22-2018 <112201209>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/22 Amount: \$665.65

DEPOSIT Date: 05/22 Amount: \$665.65

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES, NM
DATE: 5/24/18
CURRENCY: 63.00
COIN: 100S 270.00
20S 36.00
10S 22.15
TOTAL: 63.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

150100009142 0433561801 003

00-89
1019251
100000000000000000 05-23-2018 <112201209>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/23 Amount: \$63.00

DEPOSIT Date: 05/23 Amount: \$63.00

Remote Deposit Credit

J Paul Taylor Academy
Paul Taylor Operational 1801
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575 652 4006

Date: 5/23/2018
Items: 6
Amount: \$471.50
Batch ID: 4111058669
ATTACH ID: 3047300 1746254
ALT Num: 133561801

Credit

DEPOSIT Date: 05/23 Amount: \$471.50

DEPOSIT Date: 05/23 Amount: \$471.50

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES, NM
DATE: 5/24/18
CURRENCY: 401.15
COIN: 100S 270.00
20S 36.00
10S 22.15
TOTAL: 401.15

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

150100009142 0433561801 003

01-106
1019251
100000000000000000 05-24-2018 <112201209>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/24 Amount: \$401.15

DEPOSIT Date: 05/24 Amount: \$401.15

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES, NM
DATE: 5-25-18
CURRENCY: 398.00
COIN: 100S 270.00
20S 36.00
10S 22.15
TOTAL: 398.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

150100009142 0433561801 003

09-111
1019251
100000000000000000 05-25-2018 <112201209>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/25 Amount: \$111.60

DEPOSIT Date: 05/25 Amount: \$111.60

DEPOSIT TICKET
FOR CITIZENS BANK OF LAS CRUCES, NM
DATE: 5/29/18
CURRENCY: 49.00
COIN: 100S 270.00
20S 36.00
10S 22.15
TOTAL: 49.00

J. PAUL TAYLOR ACADEMY
OPERATIONAL ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005

150100009142 0433561801 003

00-66
1019251
100000000000000000 05-29-2018 <112201209>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/29 Amount: \$49.00

DEPOSIT Date: 05/29 Amount: \$49.00

1. Use the following worksheet to calculate your overall account balance.
2. Go through your register and mark each check withdrawal, ATM/Debit Card transaction, payment, deposit or other credit listed on your statement. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM/Debit Card transactions withdrawn from your account during this statement period.
3. Using the chart below, list any deposits, transfers to your account, outstanding checks, ATM/Debit Card withdrawals, ATM/Debit Card payments or any other withdrawals (including any from previous months) that are listed in your register but not shown on your statement.

ITEMS OUTSTANDING		
NUMBER	AMOUNT	
TOTAL	\$	

- ENTER**
 A. The NEW BALANCE shown on your statement.....\$ _____
ADD
 B. Any deposits listed in your register or transfers into your account that are not shown on your statement\$ _____
 TOTAL...\$ _____
CALCULATE THE SUBTOTAL\$ _____
 (Add Parts A and B)
SUBTRACT
 C. The total outstanding checks and withdrawals from the chart above...-\$ _____
CALCULATE THE ENDING BALANCE
 (Part A + Part B - Part C)
 This amount should be the same as the current balance shown in your check register.....\$ _____

TO REPORT LOST OR STOLEN CREDIT CARDS:
CALL (800) 423-7503 ANYTIME

CITIZENS BANK
OF LA CROSSE
Commercial Banking and More

Call us or write to us as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than **60 DAYS** after we sent you the **FIRST** statement on which the problem or error appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount and date of the suspected error.

If you tell us orally, we may require that you send us your inquiry in writing within 10 business days. We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error. We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

Call us or write to us at the address shown on the front of this statement as soon as you can if you think your statement or check is wrong or if you need more information about a debit listed on the statement or check. We must hear from you no later than **30 DAYS** after we sent you the **FIRST** statement on which the problem or error appeared.

1. Tell us your name and account number.
2. Describe the error or the debit you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount and date of the suspected error.

If you tell us orally, we may require that you send us your inquiry in writing within 10 business days.

We may require you to present the item to us, if it was returned to you in your statement, so that we can send it through the proper channels to return credit to your account. We may also require that you complete additional documentation in the event of a forgery or alteration of an item. If you do not notify us within 30 days after we send you the first statement on which the problem or error appeared, we may not re-credit your account.

Please see the section entitled YOUR BILLING RIGHTS on your Revolving Credit Statement.

Redacted: pages 8-13 of this bank statement, which contain only cancelled checks, pursuant to the Public Records Act because of personal identification information contained therein

State of New Mexico
Public School Operating Budget - Actuals Expenditure Rollup Report
J. Paul Taylor 2017-2018 - Tenth Month (Apr) - Expenditure
UnSubmitted

Fund	Func	Obj	Job	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
11000		1000		Operational Instruction								
		51100		Salaries Expense								
11000	1000	51100	1411	Teachers-Grades 1-12	\$429,452.00	\$19,556.00	\$449,008.00	\$33,563.12	\$335,714.81	\$85,213.22	\$28,079.97	9.65
11000	1000	51100	1412	Teachers- Special Education	\$63,773.00	\$266.00	\$64,039.00	\$5,336.60	\$50,697.70	\$13,341.30	\$0.00	1.50
11000	1000	51100	1413	Teachers-Early Childhood Ed	\$42,404.00	(\$5,210.00)	\$37,194.00	\$2,968.34	\$28,199.23	\$7,420.77	\$1,574.00	1.00
11000	1000	51100	1422	Teachers Special Education - Gifted	\$58,132.00	\$0.00	\$58,132.00	\$4,844.34	\$46,021.23	\$12,110.77	\$0.00	0.90
11000	1000	51100	1611	Substitutes-Sick Leave	\$8,000.00	\$550.00	\$8,550.00	\$966.09	\$8,560.32	\$0.00	(\$10.32)	0.00
11000	1000	51100	1711	Instructional Assistants-Grades 1-12	\$21,184.00	\$1,461.00	\$22,645.00	\$1,887.08	\$17,927.26	\$4,717.74	\$0.00	1.00
11000	1000	51100	1712	Instructional Assistants-Special Education	\$18,074.00	\$375.00	\$18,449.00	\$5,041.24	\$20,485.22	\$9,448.74	(\$11,484.96)	1.00
11000	1000	51100		SUBTOTAL Salaries Expense	\$641,019.00	\$16,998.00	\$658,017.00	\$54,606.81	\$507,605.77	\$132,252.54	\$18,158.69	15.05
		51300		Additional Compensation								
11000	1000	51300	1411	Teachers-Grades 1-12	\$8,500.00	\$0.00	\$8,500.00	\$583.34	\$5,541.73	\$1,458.27	\$1,500.00	0.00
11000	1000	51300		SUBTOTAL Additional Compensation	\$8,500.00	\$0.00	\$8,500.00	\$583.34	\$5,541.73	\$1,458.27	\$1,500.00	0.00
11000	1000	52111		Educational Retirement	\$89,172.00	\$367.00	\$89,539.00	\$7,537.18	\$70,055.67	\$18,527.90	\$955.43	0.00
11000	1000	52112		ERA - Retiree Health	\$12,831.00	\$53.00	\$12,884.00	\$1,084.52	\$10,080.29	\$2,665.87	\$137.84	0.00
11000	1000	52210		FICA Payments	\$39,380.00	(\$1,325.00)	\$38,055.00	\$2,722.98	\$25,776.54	\$6,517.21	\$5,761.25	0.00
11000	1000	52220		Medicare Payments	\$9,477.00	\$0.00	\$9,477.00	\$800.27	\$7,432.30	\$1,932.71	\$111.99	0.00
11000	1000	52311		Health and Medical Premiums	\$62,105.00	(\$431.00)	\$61,674.00	\$5,663.28	\$46,415.46	\$13,712.63	\$1,545.91	0.00
11000	1000	52312		Life	\$1,016.00	\$110.00	\$1,126.00	\$94.00	\$822.50	\$232.65	\$70.85	0.00
11000	1000	52313		Dental	\$4,604.00	\$222.00	\$4,826.00	\$466.00	\$3,731.83	\$1,089.51	\$4.66	0.00
11000	1000	52314		Vision	\$665.00	\$84.00	\$749.00	\$77.96	\$569.88	\$178.96	\$0.16	0.00
11000	1000	52315		Disability	\$962.00	\$0.00	\$962.00	\$72.50	\$678.09	\$173.66	\$110.25	0.00
11000	1000	52316		Other Insurance	\$0.00	\$215.00	\$215.00	\$0.00	\$215.00	\$0.00	\$0.00	0.00
11000	1000	52710		Workers Compensation Premium	\$9,725.00	\$0.00	\$9,725.00	\$0.00	\$6,925.00	\$0.00	\$2,800.00	0.00
11000	1000	52720		Workers Compensation Employer's Fee	\$175.00	\$0.00	\$175.00	\$0.00	\$126.50	\$0.00	\$48.50	0.00
11000	1000	53330		Professional Development	\$0.00	\$511.00	\$511.00	\$0.00	\$85.92	\$0.00	\$425.08	0.00
11000	1000	53711		Other Charges	\$600.00	\$21,800.00	\$22,400.00	\$208.00	\$21,184.41	\$1,037.85	\$177.74	0.00
11000	1000	55817		Student Travel	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$190.28	\$0.00	\$809.72	0.00
11000	1000	55819		Employee Travel - Teachers	\$0.00	\$680.00	\$680.00	\$0.00	\$288.50	\$0.00	\$391.50	0.00
11000	1000	55915		Other Contract Services	\$225.00	\$0.00	\$225.00	\$0.00	\$0.00	\$200.00	\$25.00	0.00
11000	1000	56113		Software	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,345.00	\$0.00	\$655.00	0.00
11000	1000	56118		General Supplies and Materials	\$18,185.00	\$0.00	\$18,185.00	\$1,524.13	\$11,612.14	\$3,867.72	\$2,705.14	0.00
11000	1000	57332		Supply Assets (\$5,000 or less)	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$398.00	\$0.00	\$4,102.00	0.00
11000	1000			SUBTOTAL Instruction	\$909,141.00	\$39,284.00	\$948,425.00	\$75,440.97	\$724,080.81	\$183,847.48	\$40,496.71	15.05
		2000		Support Services								
		2100		Support Services-Students								
11000	2100	52710		Workers Compensation Premium	\$0.00	\$568.00	\$568.00	\$0.00	\$568.00	\$0.00	\$0.00	0.00
11000	2100	52720		Workers Compensation Employer's Fee	\$568.00	(\$568.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2100	53211		Diagnosticians - Contracted	\$7,000.00	\$2,500.00	\$9,500.00	\$334.96	\$6,112.57	\$917.06	\$2,470.37	0.00
11000	2100	53212		Speech Therapists - Contracted	\$15,593.00	\$22,040.00	\$37,633.00	\$1,230.34	\$23,511.89	\$14,118.28	\$2.83	0.00

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11000	2100	53213		Occupational Therapists - Contracted	\$2,000.00	\$2,018.00	\$4,018.00	\$0.00	\$1,508.15	\$1,528.10	\$981.75	0.00
11000	2100	53214		Therapists - Contracted	\$1,500.00	(\$1,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2100	53215		Psychologists/Counselors - Contracted	\$2,100.00	\$7,500.00	\$9,600.00	\$1,933.38	\$8,794.99	\$3,369.99	(\$2,564.98)	0.00
11000	2100	53711		Other Charges	\$0.00	\$3,790.00	\$3,790.00	\$0.00	\$3,766.71	\$0.00	\$23.29	0.00
11000	2100	55915		Other Contract Services	\$3,000.00	(\$2,476.00)	\$524.00	\$0.00	\$148.35	\$0.00	\$375.65	0.00
11000	2100	56118		General Supplies and Materials	\$400.00	\$0.00	\$400.00	\$0.00	\$22.39	\$0.00	\$377.61	0.00
11000	2100			SUBTOTAL Support Services-Students	\$32,161.00	\$33,872.00	\$66,033.00	\$3,498.68	\$44,433.05	\$19,933.43	\$1,666.52	0.00
	2200			Support Services-Instruction								
11000	2200	53414		Other Services	\$10,000.00	\$0.00	\$10,000.00	\$600.00	\$4,825.25	\$4,760.00	\$414.75	0.00
11000	2200	56114		Library And Audio-Visual	\$0.00	\$400.00	\$400.00	\$0.00	\$182.10	\$0.00	\$217.90	0.00
11000	2200			SUBTOTAL Support Services-Instruction	\$10,000.00	\$400.00	\$10,400.00	\$600.00	\$5,007.35	\$4,760.00	\$632.65	0.00
	2300			Support Services-General Administration								
		51100		Salaries Expense								
11000	2300	51100	1111	Superintendent	\$95,000.00	\$0.00	\$95,000.00	\$7,916.66	\$79,166.60	\$15,833.40	\$0.00	1.00
11000	2300	51100	1217	Secretarial/Clerical/Technical Assistants	\$24,703.00	\$2,697.00	\$27,400.00	\$2,283.34	\$21,691.73	\$5,708.27	\$0.00	1.20
11000	2300	51100		SUBTOTAL Salaries Expense	\$119,703.00	\$2,697.00	\$122,400.00	\$10,200.00	\$100,858.33	\$21,541.67	\$0.00	2.20
		51300		Additional Compensation								
11000	2300	51300	1217	Secretarial/Clerical/Technical Assistants	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$963.72	\$0.00	\$1,036.28	0.00
11000	2300	51300		SUBTOTAL Additional Compensation	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$963.72	\$0.00	\$1,036.28	0.00
11000	2300	52111		Educational Retirement	\$16,917.00	\$375.00	\$17,292.00	\$1,417.80	\$14,153.27	\$2,994.29	\$144.44	0.00
11000	2300	52112		ERA - Retiree Health	\$2,435.00	\$55.00	\$2,490.00	\$204.02	\$2,036.64	\$430.87	\$22.49	0.00
11000	2300	52210		FICA Payments	\$7,546.00	\$170.00	\$7,716.00	\$632.42	\$6,313.01	\$1,335.60	\$67.39	0.00
11000	2300	52220		Medicare Payments	\$1,736.00	\$70.00	\$1,806.00	\$147.92	\$1,476.47	\$312.39	\$17.14	0.00
11000	2300	52311		Health and Medical Premiums	\$7,786.00	\$7,909.00	\$15,695.00	\$1,694.96	\$11,855.28	\$3,423.82	\$415.90	0.00
11000	2300	52312		Life	\$113.00	\$102.00	\$215.00	\$14.10	\$184.28	\$28.20	\$2.52	0.00
11000	2300	52313		Dental	\$0.00	\$890.00	\$890.00	\$101.84	\$591.22	\$205.72	\$93.06	0.00
11000	2300	52314		Vision	\$120.00	\$85.00	\$205.00	\$17.68	\$129.86	\$35.72	\$39.42	0.00
11000	2300	52710		Workers Compensation Premium	\$1,552.00	\$0.00	\$1,552.00	\$0.00	\$1,552.00	\$0.00	\$0.00	0.00
11000	2300	52720		Workers Compensation Employer's Fee	\$28.00	\$0.00	\$28.00	\$0.00	\$19.10	\$0.00	\$8.90	0.00
11000	2300	53330		Professional Development	\$700.00	\$465.00	\$1,165.00	\$0.00	\$606.24	\$0.00	\$558.76	0.00
11000	2300	53411		Auditing	\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$12,900.00	\$0.00	\$100.00	0.00
11000	2300	53413		Legal	\$3,000.00	\$8,000.00	\$11,000.00	\$0.00	\$5,657.56	\$382.46	\$4,959.98	0.00
11000	2300	53711		Other Charges	\$4,800.00	(\$2,000.00)	\$2,800.00	\$0.00	\$264.60	\$0.00	\$2,535.40	0.00
11000	2300	55400		Advertising	\$0.00	\$2,500.00	\$2,500.00	\$1,210.91	\$1,210.91	\$810.09	\$479.00	0.00
11000	2300	55812		Board Training	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$1,375.00	\$1,625.00	0.00
11000	2300	55813		Employee Travel - Non-Teachers	\$0.00	\$2,110.00	\$2,110.00	\$849.16	\$1,122.63	\$390.10	\$597.27	0.00
11000	2300	55915		Other Contract Services	\$3,625.00	\$0.00	\$3,625.00	\$0.00	\$0.00	\$1,700.00	\$1,925.00	0.00
11000	2300	56113		Software	\$500.00	\$194.00	\$694.00	\$642.00	\$642.00	\$0.00	\$52.00	0.00
11000	2300	56115		Board Expenses	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,795.00	\$0.00	\$205.00	0.00

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11000	2300	56118		General Supplies and Materials	\$1,000.00	\$0.00	\$1,000.00	\$31.89	\$433.07	\$8.61	\$558.32	0.00
11000	2300	57332		Supply Assets (\$5,000 or less)	\$700.00	(\$148.00)	\$552.00	\$0.00	\$200.33	\$0.00	\$351.67	0.00
11000	2300			SUBTOTAL Support Services-General Administration	\$192,261.00	\$23,474.00	\$215,735.00	\$17,164.70	\$164,965.52	\$34,974.54	\$15,794.94	2.20
	2500			Central Services								
11000	2500	53414		Other Services	\$50,000.00	\$0.00	\$50,000.00	\$4,166.67	\$37,500.03	\$12,499.97	\$0.00	0.00
11000	2500	53711		Other Charges	\$300.00	\$1,825.00	\$2,125.00	\$0.00	\$1,810.03	\$0.00	\$314.97	0.00
11000	2500	56113		Software	\$13,500.00	\$0.00	\$13,500.00	\$0.00	\$12,745.20	\$0.00	\$754.80	0.00
11000	2500	56118		General Supplies and Materials	\$200.00	\$200.00	\$400.00	\$0.00	\$168.50	\$0.00	\$231.50	0.00
11000	2500			SUBTOTAL Central Services	\$64,000.00	\$2,025.00	\$66,025.00	\$4,166.67	\$52,223.76	\$12,499.97	\$1,301.27	0.00
	2600			Operation & Maintenance of Plant								
		51100		Salaries Expense								
11000	2600	51100	1615	Custodial	\$25,000.00	(\$6,300.00)	\$18,700.00	\$2,079.36	\$14,541.24	\$4,158.76	\$0.00	0.63
11000	2600	51100		SUBTOTAL Salaries Expense	\$25,000.00	(\$6,300.00)	\$18,700.00	\$2,079.36	\$14,541.24	\$4,158.76	\$0.00	0.63
11000	2600	52111		Educational Retirement	\$3,475.00	\$0.00	\$3,475.00	\$289.04	\$2,021.28	\$578.05	\$875.67	0.00
11000	2600	52112		ERA - Retiree Health	\$500.00	\$0.00	\$500.00	\$41.58	\$290.78	\$83.16	\$126.06	0.00
11000	2600	52210		FICA Payments	\$1,550.00	\$0.00	\$1,550.00	\$128.92	\$901.56	\$257.83	\$390.61	0.00
11000	2600	52220		Medicare Payments	\$363.00	\$0.00	\$363.00	\$30.16	\$210.88	\$60.32	\$91.80	0.00
11000	2600	52311		Health and Medical Premiums	\$6,663.00	(\$6,663.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2600	52312		Life	\$57.00	\$0.00	\$57.00	\$4.70	\$32.90	\$7.05	\$17.05	0.00
11000	2600	52313		Dental	\$374.00	\$0.00	\$374.00	\$0.00	\$0.00	\$0.00	\$374.00	0.00
11000	2600	52314		Vision	\$76.00	\$0.00	\$76.00	\$7.34	\$51.38	\$11.01	\$13.61	0.00
11000	2600	52315		Disability	\$0.00	\$57.00	\$57.00	\$6.32	\$44.24	\$9.48	\$3.28	0.00
11000	2600	52720		Workers Compensation Employer's Fee	\$10.00	\$0.00	\$10.00	\$0.00	\$4.60	\$0.00	\$5.40	0.00
11000	2600	54311		Maintenance & Repair - Furniture/Fixtures/Equipment	\$100.00	\$400.00	\$500.00	\$0.00	\$195.00	\$100.00	\$205.00	0.00
11000	2600	54312		Maintenance & Repair - Buildings and Grounds	\$1,500.00	\$6,243.00	\$7,743.00	\$0.00	\$6,765.00	\$0.00	\$978.00	0.00
11000	2600	54411		Electricity	\$22,000.00	\$0.00	\$22,000.00	\$1,278.72	\$15,803.49	\$3,083.32	\$3,113.19	0.00
11000	2600	54412		Natural Gas (Buildings)	\$2,500.00	\$0.00	\$2,500.00	\$125.73	\$1,017.98	\$423.00	\$1,059.02	0.00
11000	2600	54415		Water/Sewage	\$5,000.00	\$0.00	\$5,000.00	\$216.07	\$2,043.06	\$534.00	\$2,422.94	0.00
11000	2600	54416		Communication Services	\$2,640.00	\$500.00	\$3,140.00	\$195.01	\$1,937.87	\$400.00	\$802.13	0.00
11000	2600	54620		Rental - Equipment and Vehicles	\$2,520.00	\$0.00	\$2,520.00	\$215.21	\$2,086.40	\$430.42	\$3.18	0.00
11000	2600	55200		Property/Liability Insurance	\$16,221.00	\$0.00	\$16,221.00	\$0.00	\$16,221.00	\$0.00	\$0.00	0.00
11000	2600	55915		Other Contract Services	\$1,000.00	\$0.00	\$1,000.00	\$97.00	\$386.02	\$155.77	\$458.21	0.00
11000	2600	56118		General Supplies and Materials	\$4,000.00	\$3,000.00	\$7,000.00	\$253.17	\$4,834.86	\$326.85	\$1,838.29	0.00
11000	2600	57332		Supply Assets (\$5,000 or less)	\$5,000.00	(\$4,592.00)	\$408.00	\$0.00	\$0.00	\$0.00	\$408.00	0.00
11000	2600			SUBTOTAL Operation & Maintenance of Plant	\$100,549.00	(\$7,355.00)	\$93,194.00	\$4,968.33	\$69,389.54	\$10,619.02	\$13,185.44	0.63
	2900			Other Support Services								
11000	2900	58213		Emergency Reserve	\$56,123.00	\$0.00	\$56,123.00	\$0.00	\$0.00	\$0.00	\$56,123.00	0.00

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11000	2900			SUBTOTAL Other Support Services	\$56,123.00	\$0.00	\$56,123.00	\$0.00	\$0.00	\$0.00	\$56,123.00	0.00
11000	2000			SUBTOTAL Support Services	\$455,094.00	\$52,416.00	\$507,510.00	\$30,398.38	\$336,019.22	\$82,786.96	\$88,703.82	2.83
	3000			Operation of Non-Instructional Services								
	3100			Food Services Operations								
		51100		Salaries Expense								
11000	3100	51100	1617	Food Service	\$30,535.00	(\$253.00)	\$30,282.00	\$2,533.34	\$24,066.73	\$5,755.24	\$460.03	1.10
11000	3100	51100		SUBTOTAL Salaries Expense	\$30,535.00	(\$253.00)	\$30,282.00	\$2,533.34	\$24,066.73	\$5,755.24	\$460.03	1.10
11000	3100	52111		Educational Retirement	\$4,245.00	\$0.00	\$4,245.00	\$352.12	\$3,345.14	\$799.99	\$99.87	0.00
11000	3100	52112		ERA - Retiree Health	\$611.00	\$0.00	\$611.00	\$50.66	\$481.27	\$115.10	\$14.63	0.00
11000	3100	52210		FICA Payments	\$1,894.00	(\$17.00)	\$1,877.00	\$157.08	\$1,492.26	\$356.85	\$27.89	0.00
11000	3100	52220		Medicare Payments	\$443.00	\$0.00	\$443.00	\$36.74	\$349.03	\$83.45	\$10.52	0.00
11000	3100	52312		Life	\$46.00	\$17.00	\$63.00	\$5.18	\$49.80	\$10.00	\$3.20	0.00
11000	3100	52313		Dental	\$470.00	(\$2.00)	\$468.00	\$0.00	\$0.00	\$0.00	\$468.00	0.00
11000	3100	52314		Vision	\$82.00	\$0.00	\$82.00	\$0.00	\$0.00	\$0.00	\$82.00	0.00
11000	3100	52315		Disability	\$0.00	\$12.00	\$12.00	\$1.00	\$9.00	\$0.00	\$3.00	0.00
11000	3100	52710		Workers Compensation Premium	\$0.00	\$253.00	\$253.00	\$0.00	\$253.00	\$0.00	\$0.00	0.00
11000	3100	52720		Workers Compensation Employer's Fee	\$12.00	\$0.00	\$12.00	\$0.00	\$7.59	\$0.00	\$4.41	0.00
11000	3100	53330		Professional Development	\$500.00	\$0.00	\$500.00	\$0.00	\$305.92	\$0.00	\$194.08	0.00
11000	3100			SUBTOTAL Food Services Operations	\$38,838.00	\$10.00	\$38,848.00	\$3,136.12	\$30,359.74	\$7,120.63	\$1,367.63	1.10
11000	3000			SUBTOTAL Operation of Non-Instructional Services	\$38,838.00	\$10.00	\$38,848.00	\$3,136.12	\$30,359.74	\$7,120.63	\$1,367.63	1.10
11000				TOTAL Operational	\$1,403,073.00	\$91,710.00	\$1,494,783.00	\$108,975.47	\$1,090,459.77	\$273,755.07	\$130,568.16	18.98
14000				Total Instructional Materials Sub-Fund								
	1000			Instruction								
14000	1000	56111		Instructional Materials Cash - 50% Textbooks	\$35,022.00	\$648.00	\$35,670.00	\$82.99	\$3,613.59	\$564.61	\$31,491.80	0.00
14000	1000			SUBTOTAL Instruction	\$35,022.00	\$648.00	\$35,670.00	\$82.99	\$3,613.59	\$564.61	\$31,491.80	0.00
14000				TOTAL Total Instructional Materials Sub-Fund	\$35,022.00	\$648.00	\$35,670.00	\$82.99	\$3,613.59	\$564.61	\$31,491.80	0.00
21000				Food Services								
	3000			Operation of Non-Instructional Services								
	3100			Food Services Operations								
		51100		Salaries Expense								
21000	3100	51100	1617	Food Service	\$13,605.00	(\$1,040.00)	\$12,565.00	\$10,596.52	\$20,426.69	\$1,015.53	(\$8,877.22)	0.65
21000	3100	51100		SUBTOTAL Salaries Expense	\$13,605.00	(\$1,040.00)	\$12,565.00	\$10,596.52	\$20,426.69	\$1,015.53	(\$8,877.22)	0.65
21000	3100	52111		Educational Retirement	\$1,892.00	\$0.00	\$1,892.00	\$152.92	\$1,519.46	\$141.15	\$231.39	0.00

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
21000	3100	52112	ERA - Retiree Health	\$273.00	\$0.00	\$273.00	\$22.00	\$218.60	\$20.30	\$34.10	0.00
21000	3100	52210	FICA Payments	\$844.00	\$0.00	\$844.00	\$656.98	\$1,266.44	\$62.95	(\$485.39)	0.00
21000	3100	52220	Medicare Payments	\$198.00	\$0.00	\$198.00	\$153.66	\$296.28	\$14.75	(\$113.03)	0.00
21000	3100	52312	Life	\$68.00	\$0.00	\$68.00	\$4.22	\$41.85	\$1.75	\$24.40	0.00
21000	3100	52313	Dental	\$118.00	(\$97.00)	\$21.00	\$0.00	\$0.00	\$0.00	\$21.00	0.00
21000	3100	52314	Vision	\$21.00	\$0.00	\$21.00	\$0.00	\$0.00	\$0.00	\$21.00	0.00
21000	3100	52315	Disability	\$0.00	\$40.00	\$40.00	\$3.02	\$27.18	\$0.00	\$12.82	0.00
21000	3100	52500	Unemployment Compensation	\$0.00	\$3,280.00	\$3,280.00	\$480.00	\$2,438.53	\$0.00	\$841.47	0.00
21000	3100	52720	Workers Compensation Employer's Fee	\$12.00	\$0.00	\$12.00	\$0.00	\$6.21	\$0.00	\$5.79	0.00
21000	3100	53711	Other Charges	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	0.00
21000	3100	54311	Maintenance & Repair - Furniture/Fixtures/Equipment	\$0.00	\$97.00	\$97.00	\$0.00	\$96.40	\$0.00	\$0.60	0.00
21000	3100	55915	Other Contract Services	\$1,790.00	\$0.00	\$1,790.00	\$104.31	\$1,292.62	\$435.00	\$62.38	0.00
21000	3100	56113	Software	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
21000	3100	56116	Food	\$50,000.00	(\$4,780.00)	\$45,220.00	\$1,759.32	\$27,954.07	\$10,575.00	\$6,690.93	0.00
21000	3100	56118	General Supplies and Materials	\$500.00	\$1,500.00	\$2,000.00	\$85.06	\$537.12	\$312.46	\$1,150.42	0.00
21000	3100	57332	Supply Assets (\$5,000 or less)	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$740.76	\$0.00	\$259.24	0.00
21000	3100		SUBTOTAL Food Services Operations	\$70,571.00	\$0.00	\$70,571.00	\$14,018.01	\$57,112.21	\$12,578.89	\$879.90	0.65
21000	3000		SUBTOTAL Operation of Non-Instructional Services	\$70,571.00	\$0.00	\$70,571.00	\$14,018.01	\$57,112.21	\$12,578.89	\$879.90	0.65
21000			TOTAL Food Services	\$70,571.00	\$0.00	\$70,571.00	\$14,018.01	\$57,112.21	\$12,578.89	\$879.90	0.65
23000			Non-Instructional Support Instruction								
	1000										
23000	1000	53711	Other Charges	\$1,500.00	\$0.00	\$1,500.00	\$150.00	\$150.00	\$220.00	\$1,130.00	0.00
23000	1000	55813	Employee Travel - Non-Teachers	\$0.00	\$425.00	\$425.00	\$0.00	\$210.92	\$0.00	\$214.08	0.00
23000	1000	55817	Student Travel	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,469.00	\$465.04	\$3,065.96	0.00
23000	1000	55819	Employee Travel - Teachers	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
23000	1000	55915	Other Contract Services	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$5,313.92	\$600.00	\$9,086.08	0.00
23000	1000	56118	General Supplies and Materials	\$43,771.00	(\$425.00)	\$43,346.00	\$467.60	\$8,715.38	\$2,737.57	\$31,893.05	0.00
23000	1000	57332	Supply Assets (\$5,000 or less)	\$10,000.00	\$0.00	\$10,000.00	\$399.00	\$2,943.92	\$144.29	\$6,911.79	0.00
23000	1000		SUBTOTAL Instruction	\$76,271.00	\$0.00	\$76,271.00	\$1,016.60	\$18,803.14	\$4,166.90	\$53,300.96	0.00
23000			TOTAL Non-Instructional Support	\$76,271.00	\$0.00	\$76,271.00	\$1,016.60	\$18,803.14	\$4,166.90	\$53,300.96	0.00
24000			Federal Flow-through Grants								
24101			Title I - ESEA Instruction								
	1000										
		51100	Salaries Expense								
24101	1000	51100	1411 Teachers-Grades 1-12	\$26,301.00	\$0.00	\$26,301.00	\$2,191.66	\$20,820.77	\$0.00	\$5,480.23	0.50
24101	1000	51100	SUBTOTAL Salaries Expense	\$26,301.00	\$0.00	\$26,301.00	\$2,191.66	\$20,820.77	\$0.00	\$5,480.23	0.50

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24101	1000	52111		Educational Retirement	\$3,656.00	\$0.00	\$3,656.00	\$304.64	\$2,894.08	\$0.00	\$761.92	0.00
24101	1000	52112		ERA - Retiree Health	\$527.00	\$0.00	\$527.00	\$43.82	\$416.29	\$0.00	\$110.71	0.00
24101	1000	52210		FICA Payments	\$1,631.00	\$0.00	\$1,631.00	\$135.88	\$1,290.86	\$0.00	\$340.14	0.00
24101	1000	52220		Medicare Payments	\$382.00	\$0.00	\$382.00	\$31.78	\$301.91	\$0.00	\$80.09	0.00
24101	1000	52312		Life	\$59.00	\$0.00	\$59.00	\$4.70	\$44.65	\$0.00	\$14.35	0.00
24101	1000	52720		Workers Compensation Employer's Fee	\$10.00	\$0.00	\$10.00	\$0.00	\$6.90	\$0.00	\$3.10	0.00
24101	1000	56118		General Supplies and Materials	\$1,514.00	\$0.00	\$1,514.00	\$0.00	\$722.05	\$747.05	\$44.90	0.00
24101	1000			SUBTOTAL Instruction	\$34,080.00	\$0.00	\$34,080.00	\$2,712.48	\$26,497.51	\$747.05	\$6,835.44	0.50
24101				TOTAL Title I - ESEA	\$34,080.00	\$0.00	\$34,080.00	\$2,712.48	\$26,497.51	\$747.05	\$6,835.44	0.50
24106				Entitlement IDEA-B								
	1000			Instruction								
		51100		Salaries Expense								
24106	1000	51100	1712	Instructional Assistants-Special Education	\$25,301.00	\$1,605.00	\$26,906.00	\$0.00	\$26,905.55	\$0.00	\$0.45	0.00
24106	1000	51100		SUBTOTAL Salaries Expense	\$25,301.00	\$1,605.00	\$26,906.00	\$0.00	\$26,905.55	\$0.00	\$0.45	0.00
24106	1000	52111		Educational Retirement	\$3,517.00	\$310.00	\$3,827.00	\$0.00	\$3,826.67	\$0.00	\$0.33	0.00
24106	1000	52112		ERA - Retiree Health	\$507.00	\$44.00	\$551.00	\$0.00	\$550.61	\$0.00	\$0.39	0.00
24106	1000	52210		FICA Payments	\$1,569.00	\$138.00	\$1,707.00	\$0.00	\$1,706.71	\$0.00	\$0.29	0.00
24106	1000	52220		Medicare Payments	\$367.00	\$33.00	\$400.00	\$0.00	\$399.13	\$0.00	\$0.87	0.00
24106	1000	52311		Health and Medical Premiums	\$7,313.00	\$1,173.00	\$8,486.00	\$0.00	\$8,485.07	\$0.00	\$0.93	0.00
24106	1000	52312		Life	\$79.00	\$5.00	\$84.00	\$0.00	\$83.62	\$0.00	\$0.38	0.00
24106	1000	52313		Dental	\$685.00	\$0.00	\$685.00	\$0.00	\$625.15	\$0.00	\$59.85	0.00
24106	1000	52314		Vision	\$167.00	\$0.00	\$167.00	\$0.00	\$130.40	\$0.00	\$36.60	0.00
24106	1000	52315		Disability	\$70.00	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00	0.00
24106	1000	52720		Workers Compensation Employer's Fee	\$14.00	\$0.00	\$14.00	\$0.00	\$10.80	\$0.00	\$3.20	0.00
24106	1000	56118		General Supplies and Materials	\$750.00	(\$658.00)	\$92.00	\$0.00	\$91.77	\$0.00	\$0.23	0.00
24106	1000	57332		Supply Assets (\$5,000 or less)	\$3,500.00	(\$2,650.00)	\$850.00	\$0.00	\$849.99	\$0.00	\$0.01	0.00
24106	1000			SUBTOTAL Instruction	\$43,839.00	\$0.00	\$43,839.00	\$0.00	\$43,665.47	\$0.00	\$173.53	0.00
24106				TOTAL Entitlement	\$43,839.00	\$0.00	\$43,839.00	\$0.00	\$43,665.47	\$0.00	\$173.53	0.00
				IDEA-B								
24154				Teacher/Principal								
	1000			Training & Recruiting								
		51300		Additional Compensation								
24154	1000	51300	1411	Teachers-Grades 1-12	\$4,950.00	(\$528.00)	\$4,422.00	\$0.00	\$2,500.00	\$0.00	\$1,922.00	0.00
24154	1000	51300		SUBTOTAL Additional Compensation	\$4,950.00	(\$528.00)	\$4,422.00	\$0.00	\$2,500.00	\$0.00	\$1,922.00	0.00
24154	1000	52111		Educational Retirement	\$0.00	\$493.00	\$493.00	\$0.00	\$347.50	\$0.00	\$145.50	0.00
24154	1000	52112		ERA - Retiree Health	\$0.00	\$75.00	\$75.00	\$0.00	\$50.00	\$0.00	\$25.00	0.00
24154	1000	52210		FICA Payments	\$0.00	\$193.00	\$193.00	\$0.00	\$93.00	\$0.00	\$100.00	0.00
24154	1000	52220		Medicare Payments	\$0.00	\$67.00	\$67.00	\$0.00	\$36.25	\$0.00	\$30.75	0.00
24154	1000	53330		Professional Development	\$2,105.00	\$3,843.00	\$5,948.00	\$465.08	\$2,887.04	\$600.00	\$2,460.96	0.00
24154	1000			SUBTOTAL Instruction	\$7,055.00	\$4,143.00	\$11,198.00	\$465.08	\$5,913.79	\$600.00	\$4,684.21	0.00

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
	2000		Support Services								
	2300		Support Services-General Administration								
24154	2300	53330	Professional Development	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154	2300		SUBTOTAL Support Services-General Administration	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154	2000		SUBTOTAL Support Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154			TOTAL	\$9,055.00	\$4,143.00	\$13,198.00	\$465.08	\$6,894.97	\$600.00	\$5,703.03	0.00
			Teacher/Principal Training & Recruiting								
24000			TOTAL Federal Flow-through Grants	\$86,974.00	\$4,143.00	\$91,117.00	\$3,177.56	\$77,057.95	\$1,347.05	\$12,712.00	0.50
25000			Federal Direct Grants								
25153			Title XIX MEDICAID 3/21 Years								
	2000		Support Services								
	2100		Support Services-Students								
25153	2100	56118	General Supplies and Materials	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153	2100		SUBTOTAL Support Services-Students	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153	2000		SUBTOTAL Support Services	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153			TOTAL Title XIX MEDICAID 3/21 Years	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25000			TOTAL Federal Direct Grants	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
26000			Local Grants								
26204			Spaceport GRT Grant – Dona Ana County Instruction								
26204	1000	55817	Student Travel	\$1,500.00	(\$1,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
26204	1000	56118	General Supplies and Materials	\$3,015.00	(\$3,015.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
26204	1000	57332	Supply Assets (\$5,000 or less)	\$4,895.00	\$17,279.00	\$22,174.00	\$3,940.00	\$21,975.63	\$0.00	\$198.37	0.00
26204	1000		SUBTOTAL Instruction	\$9,410.00	\$12,764.00	\$22,174.00	\$3,940.00	\$21,975.63	\$0.00	\$198.37	0.00
26204			TOTAL Spaceport GRT Grant – Dona Ana County	\$9,410.00	\$12,764.00	\$22,174.00	\$3,940.00	\$21,975.63	\$0.00	\$198.37	0.00
26000			TOTAL Local Grants	\$9,410.00	\$12,764.00	\$22,174.00	\$3,940.00	\$21,975.63	\$0.00	\$198.37	0.00
27000			State Flow-through Grants								
27107			27107 GOB Library								

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
	2000		Support Services								
	2200		Support Services-Instruction								
27107	2200	56114	Library And Audio-Visual	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107	2200		SUBTOTAL Support Services-Instruction	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107	2000		SUBTOTAL Support Services	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107			TOTAL 27107 GOB Library	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27128			Recruitment Support Fund								
	2000		Support Services								
	2500		Central Services								
27128	2500	55400	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
27128	2500		SUBTOTAL Central Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
27128	2000		SUBTOTAL Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
27128			TOTAL Recruitment Support Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
27000			TOTAL State Flow-through Grants	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
31200			Public School Capital Outlay								
	4000		Capital Outlay								
31200	4000	54610	Rental - Land and Buildings	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$110,437.50	\$36,812.50	\$0.00	0.00
31200	4000		SUBTOTAL Capital Outlay	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$110,437.50	\$36,812.50	\$0.00	0.00
31200			TOTAL Public School Capital Outlay	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$110,437.50	\$36,812.50	\$0.00	0.00
31700			Capital Improvements SB-9								
	4000		Capital Outlay								
31700	4000	57332	Supply Assets (\$5,000 or less)	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
31700	4000		SUBTOTAL Capital Outlay	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
31700			TOTAL Capital Improvements SB-9	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
ALL			TOTAL BUDGET	\$1,692,174.00	\$259,302.00	\$1,951,476.00	\$149,616.88	\$1,380,957.45	\$329,225.02	\$241,293.53	20.13



CITIZENS BANK OF LAS CRUCES

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Date 5/31/18
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ENCLOSURES

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J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

*****CHECKING

ACCOUNT TITLE: J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT

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SMALL BUS CHKG NONPROF		NUMBER OF ENCLOSURES	29
ACCOUNT NUMBER	XXXXXX1802	Statement Dates	5/01/18 thru 5/31/18
PREVIOUS BALANCE	53,759.93	DAYS IN THE STATEMENT PERIOD	31
24 DEPOSITS/CREDITS	3,021.63	AVERAGE LEDGER	55,199.25
6 CHECKS/DEBITS	867.54	AVERAGE COLLECTED	55,198.77
SERVICE CHARGE	.00		
INTEREST PAID	.00		
CURRENT BALANCE	55,914.02		

DEPOSITS AND ADDITIONS

Date	Description	Amount
5/02	DEPOSIT	30.00 DP
5/02	DEPOSIT	50.00 DP
5/04	DEPOSIT	13.00 DP
5/04	DEPOSIT	30.00 DP
5/07	DEPOSIT	48.50 DP
5/07	DEPOSIT	120.00 DP
5/07	DEPOSIT	215.00 DP
5/07	DEPOSIT	852.05 DP
5/09	DEPOSIT	70.00 DP
5/09	DEPOSIT	160.34 DP
5/10	DEPOSIT	20.00 DP
5/10	DEPOSIT	40.00 DP
5/10	DEPOSIT	50.00 DP
5/11	DEPOSIT	235.00 DP
5/14	DEPOSIT	60.00 DP
5/17	DEPOSIT	30.00 DP
5/17	DEPOSIT	30.00 DP
5/18	DEPOSIT	40.00 DP
5/21	DEPOSIT	20.00 DP
5/22	DEPOSIT	20.00 DP
5/23	Trsf from J PAUL TAYLOR OPERAT	716.24 XD
	Deposited to wrong account	
	Confirmation number 523180206	
5/23	DEPOSIT	30.00 DP



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J PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES NM 88005

SMALL BUS CHKG NONPROF

XXXXXX1802 (Continued)

DEPOSITS AND ADDITIONS		
Date	Description	Amount
5/24	DEPOSIT	25.50 DP
5/25	DEPOSIT	116.00 DP

STATEMENT CODE SUMMARY			
CODE	DESCRIPTION	CODE	DESCRIPTION
DP	DEPOSIT	\SERIAL	XD XFER FROM DDA

SUMMARY BY CHECK NUMBER					
DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
5/04	1119	150.00	5/25	1123*	55.00
5/15	1120	152.60	5/21	1124	79.86
5/15	1121	215.04	5/25	1125	215.04

* DENOTES MISSING CHECK NUMBERS

DAILY BALANCE INFORMATION					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
5/01	53,759.93	5/11	55,543.82	5/22	55,296.32
5/02	53,839.93	5/14	55,603.82	5/23	56,042.56
5/04	53,732.93	5/15	55,236.18	5/24	56,068.06
5/07	54,968.48	5/17	55,296.18	5/25	55,914.02
5/09	55,198.82	5/18	55,336.18		
5/10	55,308.82	5/21	55,276.32		

* * * E N D O F S T A T E M E N T * * *

0000E

0019257
:RACAL
+C46187 :A
:17005 :X

(W)M0038800010700 05-02-2019 <112201289>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/02 Amount: \$30.00

[illegible]

DEPOSIT Date: 05/02 Amount: \$50.00

Credit

DEPOSIT Date: 05/04 Amount: \$30.00

Credit

DEPOSIT Date: 05/04 Amount: \$13.00

00'DZI

8975621

CUSTOMER ID N 8975621
ACCOUNT NUMBER 15900040439013490 05-07-2018 <11220120>
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/07 Amount: \$120.00

[illegible]

DEPOSIT Date: 05/07 Amount: \$852.05

DEPOSIT TICKET
CITIZENS BANK
DATE 5-4-18 (copy)
CURRENCY 48.00
COIN 80
J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
Art Night
48.50

05-07
112201208
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/07 Amount: \$48.50

Remote Deposit Credit
J Paul Taylor Academy
Paul Taylor Activity acct 1802
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575 652 4006
Date: 5/7/2018
Items: 4
Amount: \$215.00
Batch ID: 4046007849
Account ID: 304590 1746258
Auth Num: 133561802

DEPOSIT Date: 05/07 Amount: \$48.50

Credit

DEPOSIT Date: 05/07 Amount: \$215.00

DEPOSIT TICKET
CITIZENS BANK
DATE 5/9/18
CURRENCY 160.34
COIN 34
J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
Instrument
160.34

DEPOSIT Date: 05/07 Amount: \$215.00

05-07
112201208
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/09 Amount: \$160.34

DEPOSIT TICKET
CITIZENS BANK
DATE 5-8-18
CURRENCY 20.00
COIN 80
J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
70.00

DEPOSIT Date: 05/09 Amount: \$160.34

05-09
112201208
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/09 Amount: \$70.00

DEPOSIT TICKET
CITIZENS BANK
DATE 5/10/18
CURRENCY 40.00
COIN 80
J. PAUL TAYLOR ACADEMY
ACTIVITY ACCOUNT
402 W COURT AVE BLDG #2
LAS CRUCES, NM 88005
Yearbook
40.00

DEPOSIT Date: 05/09 Amount: \$70.00

05-09
112201208
Citizens Bank of Las Cruces
Las Cruces, NM

DEPOSIT Date: 05/10 Amount: \$40.00

Remote Deposit Credit
J Paul Taylor Academy
Paul Taylor Activity acct 1802
402 W Court Avenue Bldg #2
Las Cruces, NM 88005
575 652 4006
Date: 5/10/2018
Items: 2
Amount: \$20.00
Batch ID: 4064039901
Account ID: 304590 1746258
Auth Num: 133561802

DEPOSIT Date: 05/10 Amount: \$40.00

Credit

DEPOSIT Date: 05/10 Amount: \$20.00

DEPOSIT Date: 05/10 Amount: \$20.00

[illegible]

DEPOSIT Date: 05/10 Amount: \$50.00

[illegible]

DEPOSIT Date: 05/11 Amount: \$235.00

Credit

DEPOSIT Date: 05/14 Amount: \$60.00

[illegible]

DEPOSIT Date: 05/17 Amount: \$30.00

Credit

DEPOSIT Date: 05/17 Amount: \$30.00

[illegible]

DEPOSIT Date: 05/18 Amount: \$40.00

1. Use the following worksheet to calculate your overall account balance.
2. Go through your register and mark each check withdrawal, ATM/Debit Card transaction, payment, deposit or other credit listed on your statement. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM/Debit Card transactions withdrawn from your account during this statement period.
3. Using the chart below, list any deposits, transfers to your account, outstanding checks, ATM/Debit Card withdrawals, ATM/Debit Card payments or any other withdrawals (including any from previous months) that are listed in your register but not shown on your statement.

ITEMS OUTSTANDING		
NUMBER	AMOUNT	
TOTAL	\$	

This amount should be the same as the current balance shown in your check register.....\$

TO REPORT LOST OR STOLEN CREDIT CARDS:
CALL 1(800) 423-7503 ANYTIME




Please see the section entitled YOUR BILLING RIGHTS on your Revolving Credit Statement.

Redacted: pages 6-7 of this bank statement, which contain only cancelled checks, pursuant to the Public Records Act because of personal identification information contained therein

State of New Mexico
Public School Operating Budget - Actuals Revenue Rollup Report
J. Paul Taylor 2017-2018 - Tenth Month (Apr) - Revenue
UnSubmitted

Fund	Obj	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Budget Balance
11000		Operational						
11000	41920	Contributions and Donatio	\$0.00	\$0.00	\$0.00	\$0.00	(\$50.00)	\$50.00
11000	41980	Refund of Prior Year's Ex	\$0.00	\$53,802.00	\$53,802.00	\$0.00	\$53,853.73	(\$51.73)
11000	43101	State Equalization Guaran	\$1,282,153.00	\$39,390.00	\$1,321,543.00	\$110,500.00	\$1,100,543.00	\$221,000.00
11000		TOTAL Operational	\$1,282,153.00	\$93,192.00	\$1,375,345.00	\$110,500.00	\$1,154,346.73	\$220,998.27
14000		Total Instructional Mater						
14000	43211	Instructional Materials 5	\$5,682.00	\$648.00	\$6,330.00	\$0.00	\$5,697.17	\$632.83
14000		TOTAL Total Instructional	\$5,682.00	\$648.00	\$6,330.00	\$0.00	\$5,697.17	\$632.83
21000		Food Services						
21000	41603	Fees – Adults/Food Servic	\$1,000.00	\$0.00	\$1,000.00	\$115.50	\$568.40	\$431.60
21000	41604	Fees – Students/Food Serv	\$26,500.00	\$0.00	\$26,500.00	\$1,665.70	\$21,150.85	\$5,349.15
21000	41953	Insurance Recoveries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21000	44500	Restricted Grants – Feder	\$34,000.00	\$0.00	\$34,000.00	\$4,139.32	\$28,511.33	\$5,488.67
21000		TOTAL Food Services	\$61,500.00	\$0.00	\$61,500.00	\$5,920.52	\$50,230.58	\$11,269.42
23000		Non-Instructional Support						
23000	41701	Fees – Activities	\$1,500.00	\$0.00	\$1,500.00	\$1,157.00	\$23,776.86	(\$22,276.86)
23000	41705	Fees – Users	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$2,662.66	\$29,337.34
23000	41920	Contributions and Donatio	\$5,200.00	\$0.00	\$5,200.00	\$535.00	\$9,582.74	(\$4,382.74)
23000		TOTAL Non-Instructional	\$38,700.00	\$0.00	\$38,700.00	\$1,692.00	\$36,022.26	\$2,677.74
24000		Federal Flow-through						
24101		Title I - ESEA						
24101	44500	Restricted Grants – Feder	\$21,714.00	\$0.00	\$21,714.00	\$2,714.78	\$30,769.63	(\$9,055.63)
24101	44504	Federal Flowthrough Prior	\$12,366.00	\$0.00	\$12,366.00	\$0.00	\$0.00	\$12,366.00
24101		TOTAL Title I - ESEA	\$34,080.00	\$0.00	\$34,080.00	\$2,714.78	\$30,769.63	\$3,310.37
24106		Entitlement IDEA-B						
24106	44500	Restricted Grants – Feder	\$37,580.00	\$0.00	\$37,580.00	\$2,179.54	\$47,017.61	(\$9,437.61)
24106	44504	Federal Flowthrough Prior	\$6,259.00	\$0.00	\$6,259.00	\$0.00	\$0.00	\$6,259.00
24106		TOTAL Entitlement IDEA-B	\$43,839.00	\$0.00	\$43,839.00	\$2,179.54	\$47,017.61	(\$3,178.61)
24154		Teacher/Principal Trainin						
24154	44500	Restricted Grants – Feder	\$4,671.00	\$4,143.00	\$8,814.00	\$0.00	\$6,006.72	\$2,807.28
24154	44504	Federal Flowthrough Prior	\$4,384.00	\$0.00	\$4,384.00	\$0.00	\$0.00	\$4,384.00
24154		TOTAL Teacher/Principal T	\$9,055.00	\$4,143.00	\$13,198.00	\$0.00	\$6,006.72	\$7,191.28
24000		TOTAL Federal Flow-	\$86,974.00	\$4,143.00	\$91,117.00	\$4,894.32	\$83,793.96	\$7,323.04
25000		Federal Direct Grants						
25153		Title XIX MEDICAID 3/21 Y						
25153	44301	Other Restricted Grants –	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66

State of New Mexico
Public School Operating Budget - Actuals Revenue Rollup Report
J. Paul Taylor 2017-2018 - Tenth Month (Apr) - Revenue
UnSubmitted

Fund	Obj	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Budget Balance
25153		TOTAL Title XIX MEDICAID	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66
25000		TOTAL Federal Direct	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66
26000		Local Grants						
26204		Spaceport GRT Grant – Don						
26204	41921	Instructional - Categorical	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
26204		TOTAL Spaceport GRT Grant	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
26000		TOTAL Local Grants	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
27000		State Flow-through Grants						
27107		27107 GOB Library						
27107	43202	State Flow-through Grants	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$0.00	\$2,787.00
27107		TOTAL 27107 GOB Library	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$0.00	\$2,787.00
27128		Recruitment Support Fund						
27128	43202	State Flow-through Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27128		TOTAL Recruitment Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27000		TOTAL State Flow-	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$0.00	\$2,787.00
31200		Public School Capital Out						
31200	43209	PSCOC Awards	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$110,437.50	\$36,812.50
31200		TOTAL Public School Capit	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$110,437.50	\$36,812.50
31700		Capital Improvements SB-9						
31700	43204	Prior Year Balances	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$0.00	\$9,953.00
31700		TOTAL Capital Improvement	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$0.00	\$9,953.00
ALL		TOTAL BUDGET	\$1,485,682.00	\$260,784.00	\$1,746,466.00	\$141,413.09	\$1,453,959.56	\$292,506.44

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 5/31/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

Previous Year	06/30/2017	OPERATIONAL	TEACHERAGE	TRANSPORTATION	INST. MATERIALS	FOOD SERVICES	ATHLETICS	NON-INSTRUCT.
Report ending date	5/31/2018	FUND 11000	FUND 12000	FUND 13000	FUND 14000	FUND 21000	FUND 22000	FUND 23000
Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.								
Total Cash Balance 06/30/2017	+OR-	119,438.30	0.00	0.00	32,409.39	14,920.45	0.00	36,238.21
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	1,264,846.73	0.00	0.00	5,697.17	66,582.10	0.00	39,043.89
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 5/31/2018	=	1,384,285.03	0.00	0.00	38,106.56	81,502.55	0.00	75,282.10
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(1,210,743.30)	0.00	0.00	(3,776.81)	(62,220.10)	0.00	(19,667.08)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	173,541.73	0.00	0.00	34,329.75	19,282.45	0.00	55,615.02
Other Reconciling Items								
Payroll Liabilities	+	24,652.67	0.00	0.00	0.00	297.16	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 5/31/2018	=	198,194.40	0.00	0.00	34,329.75	19,579.61	0.00	55,615.02
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	(6,930.10)	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 5/31/2018	+OR-	191,264.30	0.00	0.00	34,329.75	19,579.61	0.00	55,615.02

School District: PED	PED Cash Report					County:	Dona Ana	
Charter Name: J. Paul Taylor Academy	for 2017-2018 Fiscal Year					PED No.:	535-001	
Month/Quarter 5/31/2018								
		FEDERAL FLOWTHROUGH FUND 24000	FEDERAL DIRECT FUND 25000	LOCAL GRANTS FUND 26000	STATE FLOWTHROUGH FUND 27000	STATE DIRECT FUND 28000	LOCAL OR STATE FUND 29000	BOND BUILDING FUND 31100
Total Cash Balance 06/30/2017	=	(10,336.74)	179.75	9,409.30	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	84,217.13	667.34	12,764.02	989.00	0.00	0.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 5/31/2018	=	73,880.39	847.09	22,173.32	989.00	0.00	0.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(81,699.18)	(114.66)	(21,975.63)	(989.00)	0.00	0.00	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	(7,818.79)	732.43	197.69	0.00	0.00	0.00	0.00
Other Reconciling Items								
Payroll Liabilities	+	888.69	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 5/31/2018	=	(6,930.10)	732.43	197.69	0.00	0.00	0.00	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	6,930.10	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 5/31/2018	+OR-	0.00	732.43	197.69	0.00	0.00	0.00	0.00

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 5/31/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

		PUBLIC SCHOOL CAPITAL OUTLAY 31200	SPECIAL CAPITAL OUTLAY LOCAL 31300	SPECIAL CAPITAL OUTLAY STATE 31400	SPECIAL CAPITAL OUTLAY FEDERAL 31500	CAPITAL IMPROV. HB 33 31600	CAPITAL IMPROV. SB9- STATE 31700	CAPITAL IMPROV. SB9- LOCAL 31701
Total Cash Balance 06/30/2017	=	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	128,843.75	0.00	0.00	0.00	0.00	394.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 5/31/2018	=	128,843.75	0.00	0.00	0.00	0.00	394.00	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(128,843.75)	0.00	0.00	0.00	0.00	(394.00)	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Reconciling Items								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 5/31/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 5/31/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 5/31/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

County: Dona Ana
 PED No.: 535-001

		ENERGY EFFICIENCY 31800	ED. TECH EQUIP ACT 31900	PSCOC 20% FUND 32100	DEBT SERVICE FUND 41000	DEFERRED SICK LEAVE FUND 42000	ED TECH DEBT SERVICE FUND 43000	GRAND TOTAL ALL FUNDS
Total Cash Balance 06/30/2017	=	0.00	0.00	0.00	0.00	0.00	0.00	202,258.66
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	0.00	0.00	0.00	0.00	0.00	1,604,045.13
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 5/31/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	1,806,303.79
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	0.00	0.00	0.00	0.00	0.00	(1,530,423.51)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	0.00	0.00	275,880.28
Other Reconciling Items								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	25,838.52
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 5/31/2018	=	0.00	0.00	0.00	0.00	0.00	0.00	301,718.80
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 5/31/2018	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	301,718.80

School District: PED
 Charter Name: J. Paul Taylor Academy
 Month/Quarter 5/31/2018

**PED Cash Report
 for 2017-2018 Fiscal Year**

COUNTY: Dona Ana
 PED No.: 535-001

B C D E F G H I J
 + + +OR- +OR- + + +OR-

From Bank Statements				Adjustments to Bank Statements		Adjusted Bank Balance	Description	Adjustment Amount
Account Name/Type	Bank	Statement Balance	Overnight Investments	Net Outstanding Items (Checks) Deposits	Outstanding Interbank transfers			
							From line 12 Grand Total All	301,718.80
Checking		0.00	0.00	0.00	0.00	0.00		0.00
Century Bank -Operational		250,072.18	0.00	(3,968.40)	0.00	246,103.78		0.00
Century Bank - Activities		55,914.02	0.00	(299.00)	0.00	55,615.02		0.00
Totals		305,986.20	0.00	(4,267.40)	0.00	301,718.80		301,718.80

0.00

Please provide Page 1 of each of your Bank Statement(s).

NOTE: Total Column H must equal total Column J

* PERMANENT CASH TRANSFERS/REVERSIONS (LINE 6)

Please identify all cash transfers and reversions per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
	0.00		

** OTHER RECONCILING ITEMS (LINE 8 & 9)

Please identify all reconciling adjustments per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
	0.00		

*** TOTAL OUTSTANDING LOANS (LINE 11)

Please identify all outstanding loans per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns. Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	6,930.10	24000	RfR pending

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.


 Signature of Licensed Business Manager

6/28/18
 Date

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date:
05/31/2018

	Bank Reconciliation		+	Outstanding	=	ExpectedGL	-	ActualGL	=	Difference
Beginning Balance	\$	255,009.29	+	\$ (9,165.80)	=	\$ 245,843.49	-	\$ 245,843.49	=	\$ -
Deposits/Debits	\$	147,066.27	+	\$ -	=	\$ 147,066.27	-	\$ 147,266.27	=	\$ (200.00)
Withdrawals/Credits	\$	(152,003.38)	+	\$ 5,197.40	=	\$ (146,805.98)	-	\$ (147,005.98)	=	\$ 200.00
Total	\$	250,072.18		\$ (3,968.40)		\$ 246,103.78		\$ 246,103.78		\$ -

CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 05/31/2018

Last Reconciled	Beginning Balance	Statement Date	Ending Balance
5/1/2018	\$ 255,009.29	05/31/2018	\$ 250,072.18

Date	Source Document	Item Number	Description	Deposit	Withdrawal
4/25/2018	255	4060	Aizpuru, Amber		\$ 6,870.71
4/27/2018	475	4061	ACES		\$ 250.00
4/27/2018	475	4063	Bureau of Education and Resear		\$ 249.00
4/27/2018	475	4064	Cooperative Educational Servic		\$ 334.96
4/27/2018	475	4065	Jamie Sells		\$ 216.08
4/27/2018	475	4066	Sonrisa Therapy Services		\$ 524.74
4/27/2018	475	4067	Southwest Regional Education C		\$ 208.00
4/27/2018	475	4068	SYNCB/Amazon		\$ 306.64
4/27/2018	475	4069	Teacher Synergy, LLC		\$ 82.99
5/1/2018	753		NMPSIA		\$ 13,388.90
5/1/2018	754		Retiree Health Care		\$ 2,169.90
5/4/2018	476		Shamrock Foods		\$ 3,567.70
5/4/2018	476	4071	American Document Services		\$ 8.64
5/4/2018	476	4072	American Linen		\$ 173.85
5/4/2018	476	4073	City of Las Cruces		\$ 265.33
5/4/2018	476	4074	Las Cruces Bulletin		\$ 80.38
5/4/2018	476	4075	Las Cruces Public Schools		\$ 18,406.25
5/4/2018	476	4076	Office Depot		\$ 279.90
5/4/2018	476	4077	Sheryl Barham		\$ 68.80
5/4/2018	476	4078	Southwest Regional Education C		\$ 4,166.67
5/9/2018	756		NM Department of Taxation and		\$ 1,748.49
5/9/2018	757		Educational Retirement Board		\$ 17,479.16
5/9/2018	756	4079	AFLAC		\$ 224.16
5/9/2018	756	4080	Globe Life		\$ 268.66
5/9/2018	756	4081	Liberty National Life Insuranc		\$ 66.74
5/9/2018	756	4082	National Education Association		\$ 485.60
5/11/2018	758		Citizens Bank		\$ 7,522.61
5/11/2018	477	4083	Ballard & Tighe		\$ 190.00
5/11/2018	477	4084	Beatrice Jenkins		\$ 100.00
5/11/2018	477	4085	Cooperative Educational Servic		\$ 322.56
5/11/2018	477	4086	El Paso Electric		\$ 1,506.33
5/11/2018	477	4087	NM Coalition of Charter School		\$ 600.00
5/11/2018	477	4088	Sonrisa Therapy Services		\$ 1,544.08
5/11/2018	477	4089	Teach the Children Educational		\$ 1,069.45
5/11/2018	478	4090	Emmanuel Diaz		\$ 660.00
5/15/2018	760		Citizens Bank		\$ 28,044.20
5/16/2018	479	4091	Comcast Cable		\$ 195.01
5/16/2018	479	4092	Eric Ahner		\$ 380.10
5/16/2018	479	4093	NM Coalition of Charter School		\$ 2,300.00

Bank Account Reconciliation Report
CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 05/31/2018

5/16/2018	479	4094	Sonrisa Therapy Services	\$	597.33
5/16/2018	479	4096	Lakeshore	\$	163.22
5/16/2018	479	4097	Office Depot	\$	279.52
5/23/2018	261	261	May operational	\$	140,911.60
5/29/2018	761		Citizens Bank	\$	7,360.19
5/31/2018	762		Citizens Bank	\$	27,276.53
5/31/2018	263	263	Final May Operational	\$	6,154.67
Subtotal				\$	147,066.27
					\$ 152,003.38

OUTSTANDING ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - **Operations**; Statement Date:
05/31/2018

Last Reconciled	Beginning Balance	Statement Date
5/1/2018	\$ (9,165.80)	05/31/2018

Date	Source Document	Item Number	Description	Deposit	Withdrawal
6/27/2017	773	4147	Globe Life		\$ 69.33
6/27/2017	773	4148	Liberty National Life Insuranc		\$ 33.37
3/7/2018	466	4010	Monica Kiser		\$ 19.98
5/16/2018	479	4095	Teach the Children Educational		\$ 90.64
5/24/2018	480	4098	American Institutes for Resear		\$ 225.00
5/24/2018	480	4099	Brady Industries		\$ 900.35
5/24/2018	480	4100	Cooperative Educational Servic		\$ 831.20
5/24/2018	480	4101	Office Depot		\$ 287.44
5/24/2018	480	4102	Sonrisa Therapy Services		\$ 563.49
5/24/2018	480	4103	Spectrum Technologies		\$ 215.21
5/24/2018	480	4104	SYNCB/Amazon		\$ 532.39
5/24/2018	480	4105	Xelena Gonzalez		\$ 200.00
Subtotal				\$ -	\$ 3,968.40

ACTUAL GL

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 05/31/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
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05/01/2018	753	00008936	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 753	\$	\$ 13,372.90
05/01/2018	753	00008936	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 753	\$	\$ 11.30
05/01/2018	754	00008937	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 754	\$	\$ 4.70
05/01/2018	754	00008937	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 754	\$	\$ 65.74
05/01/2018	754	00008937	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 754	\$	\$ 33.00
05/01/2018	754	00008937	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 754	\$	\$ 2,071.16
05/04/2018	476	00008955	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=11000	\$	\$ 5,000.92
05/04/2018	476	00008955	24101-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=24101	\$	\$ 68.80
05/04/2018	476	00008955	21000-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=21000	\$	\$ 3,741.55
05/04/2018	476	00008955	31200-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=31200	\$	\$ 18,406.25
05/09/2018	756	00009075	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 756	\$	\$ 2,317.16
05/09/2018	756	00009075	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 756	\$	\$ 476.49
05/09/2018	757	00009076	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 757	\$	\$ 251.20
05/09/2018	757	00009076	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 757	\$	\$ 16,688.82
05/11/2018	477	00009090	24154-0000-11012-0000-000000-0000	Disbursement for Voucher: 477; Fund=24154	\$	\$ 539.14
05/11/2018	477	00009090	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 477; Fund=11000	\$	\$ 100.00
05/11/2018	478	00009094	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 478; Fund=11000	\$	\$ 660.00
05/11/2018	758	00009095	24154-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 758	\$	\$ 164.94
05/11/2018	758	00009095	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 758	\$	\$ 167.66
05/11/2018	758	00009095	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 758	\$	\$ 7,105.85
05/11/2018	758	00009095	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 758	\$	\$ 84.16
05/15/2018	760	00009129	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 760	\$	\$ 450.43
05/15/2018	760	00009129	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 760	\$	\$ 25,918.49
05/15/2018	760	00009129	24154-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 760	\$	\$ 883.81
05/16/2018	479	00009103	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 479; Fund=11000	\$	\$ 3,842.60
05/16/2018	479	00009103	14000-0000-11012-0000-000000-0000	Disbursement for Voucher: 479; Fund=14000	\$	\$ 163.22
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 25.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 9,496.50
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 112.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 40.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 45.50
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 80.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 109.40
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 16.55
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 298.40
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 77.50
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 227.50
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 96.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 225.80
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 225.70
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 110.00
05/23/2018	261	00009120	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 2.33
05/23/2018	261	00009120	11000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261; Rec	\$	\$ 110,500.00

ACTUAL GL

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561801 - Operations; Statement Date: 05/31/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
05/23/2018	261	00009120	31700-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261;Rec	\$ 394.00	\$ -
05/23/2018	261	00009120	24154-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261;Rec	\$ 423.17	\$ -
05/23/2018	261	00009120	31200-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 261;Rec	\$ 18,406.25	\$ -
05/23/2018	476	00009113	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=11000	\$ 200.00	\$ -
05/24/2018	480	00009124	11000-0000-11012-0000-000000-0000	Disbursement for Voucher: 480; Fund=11000	\$ -	\$ 3,222.69
05/24/2018	480	00009124	24101-0000-11012-0000-000000-0000	Disbursement for Voucher: 480; Fund=24101	\$ -	\$ 532.39
05/29/2018	761	00009130	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 761	\$ -	\$ 167.66
05/29/2018	761	00009130	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 761	\$ -	\$ 7,108.37
05/29/2018	761	00009130	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 761	\$ -	\$ 84.16
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 665.65	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 23.00	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 471.50	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 40.00	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 401.15	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 88.80	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 22.80	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 49.00	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 466.50	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 2,278.27	\$ -
05/31/2018	263	00009175	21000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 659.00	\$ -
05/31/2018	263	00009175	27107-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 263;Rec	\$ 989.00	\$ -
05/31/2018	762	00009133	24101-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 762	\$ -	\$ 883.81
05/31/2018	762	00009133	21000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 762	\$ -	\$ 450.43
05/31/2018	762	00009133	11000-0000-11012-0000-000000-0000	Mark Payroll Voucher Paid 762	\$ -	\$ 25,942.29
Total					\$ 147,266.27	\$ 147,005.98

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date:
05/31/2018

		Bank Reconciliation + Outstanding		= ExpectedGL - ActualGL		= Difference	
Beginning Balance	\$	53,759.93	+ \$ (302.60)	= \$ 53,457.33	- \$ 53,457.33	= \$	-
Deposits/Debits	\$	3,021.63	+ \$ -	= \$ 3,021.63	- \$ 3,021.63	= \$	-
Withdrawals/Credits	\$	(867.54)	+ \$ 3.60	= \$ (863.94)	- \$ (863.94)	= \$	-
Total	\$	55,914.02	\$ (299.00)	\$ 55,615.02	\$ 55,615.02	\$	-

CLEARED ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date:
05/31/2018

Last Reconciled	Beginning Balance	Statement Date	Ending Balance
5/1/2018	\$ 53,759.93	05/31/2018	\$ 55,914.02

Date	Source Document	Item Number	Description	Deposit	Withdrawal
4/27/2018	475	1119	Jennifer Rogers		\$ 150.00
4/27/2018	475	1120	Zia Promotional Products		\$ 152.60
5/4/2018	476	1121	STS-New Mexico		\$ 215.04
5/11/2018	477	1123	Enrich the Kids		\$ 55.00
5/11/2018	477	1124	Robertson & Sons Violin Shop		\$ 79.86
5/11/2018	477	1125	STS-New Mexico		\$ 215.04
5/24/2018	262	262	May Activity	\$ 2,830.13	
5/31/2018	264	264	Final May Activity	\$ 191.50	
Subtotal				\$ 3,021.63	\$ 867.54

OUTSTANDING ITEMS

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities;
Statement Date: 05/31/2018

Last Reconciled	Beginning Balance	Statement Date
5/1/2018	\$ (302.60)	05/31/2018

Date	Source Document	Item Number	Description	Deposit	Withdrawal
5/11/2018	477	1122	Art Class Curator		\$ 299.00
Subtotal				\$ -	\$ 299.00

ACTUAL GL

Accounting Cycle: FY 2018; Bank: Citizens Bank -; Bank Account: 0133561802 - Activities; Statement Date: 05/31/2018

Trans. Date	Source Document	Trans. No.	Account Code	Trans. Line Comment	Debit	Credit
05/04/2018	476	00008955	23000-0000-11012-0000-000000-0000	Disbursement for Voucher: 476; Fund=23000	\$ -	\$ 215.04
05/11/2018	477	00009090	23000-0000-11012-0000-000000-0000	Disbursement for Voucher: 477; Fund=23000	\$ -	\$ 648.90
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 716.24	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 50.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 30.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 10.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 3.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 30.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 215.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 852.05	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 48.50	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 80.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 40.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 70.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 20.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 160.34	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 50.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 40.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 120.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 95.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 20.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 60.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 30.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 30.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 20.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 20.00	\$ -
05/24/2018	262	00009121	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 262;Receipt	\$ 20.00	\$ -
05/31/2018	264	00009176	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 264;Receipt	\$ 20.00	\$ -
05/31/2018	264	00009176	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 264;Receipt	\$ 30.00	\$ -
05/31/2018	264	00009176	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 264;Receipt	\$ 25.50	\$ -
05/31/2018	264	00009176	23000-0000-11012-0000-000000-0000	Approve Cash Receipts Batch; Batch No.: 264;Receipt	\$ 116.00	\$ -
Total					\$ 3,021.63	\$ 863.94

Bank: Citizens Bank; Bank Account: 0133561801; Begin Check Number: 4070; End Check Number: 4105; Check Status: <All>

Bank	Account Number
Citizens Bank	0133561801

Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
5/4/2018	4070	Accounts Payable	Xelena Gonzalez		Void
5/4/2018	4071	Accounts Payable	American Document Services	\$ 8.64	Paid
5/4/2018	4072	Accounts Payable	American Linen	\$ 173.85	Paid
5/4/2018	4073	Accounts Payable	City of Las Cruces	\$ 265.33	Paid
5/4/2018	4074	Accounts Payable	Las Cruces Bulletin	\$ 80.38	Paid
5/4/2018	4075	Accounts Payable	Las Cruces Public Schools	\$ 18,406.25	Paid
5/4/2018	4076	Accounts Payable	Office Depot	\$ 279.90	Paid
5/4/2018	4077	Accounts Payable	Sheryl Barham	\$ 68.80	Paid
5/4/2018	4078	Accounts Payable	Southwest Regional Education Center	\$ 4,166.67	Paid
5/9/2018	4079	Payroll Liability	AFLAC	\$ 224.16	Paid
5/9/2018	4080	Payroll Liability	Globe Life	\$ 268.66	Paid
5/9/2018	4081	Payroll Liability	Liberty National Life Insurance	\$ 66.74	Paid
5/9/2018	4082	Payroll Liability	National Education Association - NM	\$ 485.60	Paid
5/11/2018	4083	Accounts Payable	Ballard & Tighe	\$ 190.00	Paid
5/11/2018	4084	Accounts Payable	Beatrice Jenkins	\$ 100.00	Paid
5/11/2018	4085	Accounts Payable	Cooperative Educational Services	\$ 322.56	Paid
5/11/2018	4086	Accounts Payable	El Paso Electric	\$ 1,506.33	Paid
5/11/2018	4087	Accounts Payable	NM Coalition of Charter School	\$ 600.00	Paid
5/11/2018	4088	Accounts Payable	Sonrisa Therapy Services	\$ 1,544.08	Paid
5/11/2018	4089	Accounts Payable	Teach the Children Educational Supplies	\$ 1,069.45	Paid
5/11/2018	4090	Accounts Payable	Emmanuel Diaz	\$ 660.00	Paid
5/16/2018	4091	Accounts Payable	Comcast Cable	\$ 195.01	Paid
5/16/2018	4092	Accounts Payable	Eric Ahner	\$ 380.10	Paid
5/16/2018	4093	Accounts Payable	NM Coalition of Charter School	\$ 2,300.00	Paid
5/16/2018	4094	Accounts Payable	Sonrisa Therapy Services	\$ 597.33	Paid
5/16/2018	4095	Accounts Payable	Teach the Children Educational Supplies	\$ 90.64	Paid
5/16/2018	4096	Accounts Payable	Lakeshore	\$ 163.22	Paid
5/16/2018	4097	Accounts Payable	Office Depot	\$ 279.52	Paid
5/24/2018	4098	Accounts Payable	American Institutes for Research	\$ 225.00	Paid
5/24/2018	4099	Accounts Payable	Brady Industries	\$ 900.35	Paid
5/24/2018	4100	Accounts Payable	Cooperative Educational Services	\$ 831.20	Paid
5/24/2018	4101	Accounts Payable	Office Depot	\$ 287.44	Paid
5/24/2018	4102	Accounts Payable	Sonrisa Therapy Services	\$ 563.49	Paid
5/24/2018	4103	Accounts Payable	Spectrum Technologies	\$ 215.21	Paid
5/24/2018	4104	Accounts Payable	SYNCB/Amazon	\$ 532.39	Paid
5/24/2018	4105	Accounts Payable	Xelena Gonzalez	\$ 200.00	Paid
Subtotal				\$ 38,248.30	
Total				\$ 38,248.30	

Bank	Account Number
Citizens Bank	0133561802

Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
5/4/2018	1121	Accounts Payable	STS-New Mexico	\$ 215.04	Paid
5/11/2018	1122	Accounts Payable	Art Class Curator	\$ 299.00	Paid
5/11/2018	1123	Accounts Payable	Enrich the Kids	\$ 55.00	Paid
5/11/2018	1124	Accounts Payable	Robertson & Sons Violin Shop	\$ 79.86	Paid
5/11/2018	1125	Accounts Payable	STS-New Mexico	\$ 215.04	Paid
Subtotal				\$ 528.20	

Bank: Citizens Bank; Bank Account: 0133561801; Begin Check Number: 4070; End Check Number: 4105; Check Status: <All>

Total	<u>\$ 279.90</u>
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State of New Mexico
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J. Paul Taylor 2017-2018 - Eleventh Month (May) - Expenditure
UnSubmitted

Fund	Func	Obj	Job	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
11000		1000		Operational Instruction								
		51100		Salaries Expense								
11000	1000	51100	1411	Teachers-Grades 1-12	\$429,452.00	\$19,556.00	\$449,008.00	\$38,388.48	\$374,103.29	\$58,887.74	\$16,016.97	9.65
11000	1000	51100	1412	Teachers- Special Education	\$63,773.00	\$266.00	\$64,039.00	\$6,086.52	\$56,784.22	\$9,129.78	(\$1,875.00)	1.50
11000	1000	51100	1413	Teachers-Early Childhood Ed	\$42,404.00	(\$5,210.00)	\$37,194.00	\$3,468.30	\$31,667.53	\$5,202.47	\$324.00	1.00
11000	1000	51100	1422	Teachers Special Education - Gifted	\$58,132.00	\$0.00	\$58,132.00	\$5,294.32	\$51,315.55	\$4,263.76	\$2,552.69	0.90
11000	1000	51100	1611	Substitutes-Sick Leave	\$8,000.00	\$550.00	\$8,550.00	\$1,265.86	\$9,826.18	\$0.00	(\$1,276.18)	0.00
11000	1000	51100	1711	Instructional Assistants-Grades 1-12	\$21,184.00	\$1,461.00	\$22,645.00	\$1,887.08	\$19,814.34	\$2,830.66	\$0.00	1.00
11000	1000	51100	1712	Instructional Assistants-Special Education	\$18,074.00	\$375.00	\$18,449.00	\$5,041.24	\$25,526.46	\$5,669.24	(\$12,746.70)	1.00
11000	1000	51100		SUBTOTAL Salaries Expense	\$641,019.00	\$16,998.00	\$658,017.00	\$61,431.80	\$569,037.57	\$85,983.65	\$2,995.78	15.05
		51300		Additional Compensation								
11000	1000	51300	1411	Teachers-Grades 1-12	\$8,500.00	\$0.00	\$8,500.00	\$583.34	\$6,125.07	\$874.93	\$1,500.00	0.00
11000	1000	51300		SUBTOTAL Additional Compensation	\$8,500.00	\$0.00	\$8,500.00	\$583.34	\$6,125.07	\$874.93	\$1,500.00	0.00
11000	1000	52111		Educational Retirement	\$89,172.00	\$367.00	\$89,539.00	\$8,444.18	\$78,499.85	\$11,934.54	(\$895.39)	0.00
11000	1000	52112		ERA - Retiree Health	\$12,831.00	\$53.00	\$12,884.00	\$1,215.02	\$11,295.31	\$1,717.19	(\$128.50)	0.00
11000	1000	52210		FICA Payments	\$39,380.00	(\$1,325.00)	\$38,055.00	\$3,053.17	\$28,829.71	\$4,135.51	\$5,089.78	0.00
11000	1000	52220		Medicare Payments	\$9,477.00	\$0.00	\$9,477.00	\$899.22	\$8,331.52	\$1,244.91	(\$99.43)	0.00
11000	1000	52311		Health and Medical Premiums	\$62,105.00	(\$431.00)	\$61,674.00	\$5,663.28	\$52,078.74	\$8,494.92	\$1,100.34	0.00
11000	1000	52312		Life	\$1,016.00	\$110.00	\$1,126.00	\$94.00	\$916.50	\$126.90	\$82.60	0.00
11000	1000	52313		Dental	\$4,604.00	\$222.00	\$4,826.00	\$466.00	\$4,197.83	\$668.37	(\$40.20)	0.00
11000	1000	52314		Vision	\$665.00	\$84.00	\$749.00	\$77.96	\$647.84	\$109.92	(\$8.76)	0.00
11000	1000	52315		Disability	\$962.00	\$0.00	\$962.00	\$72.50	\$750.59	\$108.75	\$102.66	0.00
11000	1000	52316		Other Insurance	\$0.00	\$215.00	\$215.00	\$0.00	\$215.00	\$0.00	\$0.00	0.00
11000	1000	52710		Workers Compensation Premium	\$9,725.00	\$0.00	\$9,725.00	\$0.00	\$6,925.00	\$0.00	\$2,800.00	0.00
11000	1000	52720		Workers Compensation Employer's Fee	\$175.00	\$0.00	\$175.00	\$0.00	\$126.50	\$0.00	\$48.50	0.00
11000	1000	53330		Professional Development	\$0.00	\$511.00	\$511.00	\$0.00	\$93.92	\$0.00	\$417.08	0.00
11000	1000	53711		Other Charges	\$600.00	\$21,800.00	\$22,400.00	\$0.00	\$21,184.41	\$1,037.85	\$177.74	0.00
11000	1000	55817		Student Travel	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$190.28	\$0.00	\$809.72	0.00
11000	1000	55819		Employee Travel - Teachers	\$0.00	\$680.00	\$680.00	\$0.00	\$288.50	\$0.00	\$391.50	0.00
11000	1000	55915		Other Contract Services	\$225.00	\$0.00	\$225.00	\$200.00	\$200.00	\$0.00	\$25.00	0.00
11000	1000	56113		Software	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$4,345.00	\$0.00	\$655.00	0.00
11000	1000	56118		General Supplies and Materials	\$18,185.00	\$0.00	\$18,185.00	\$2,421.95	\$14,034.09	\$3,104.38	\$1,046.53	0.00
11000	1000	57332		Supply Assets (\$5,000 or less)	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$398.00	\$0.00	\$4,102.00	0.00
11000	1000			SUBTOTAL Instruction	\$909,141.00	\$39,284.00	\$948,425.00	\$84,622.42	\$808,711.23	\$119,541.82	\$20,171.95	15.05
		2000		Support Services								
		2100		Support Services-Students								
11000	2100	52710		Workers Compensation Premium	\$0.00	\$568.00	\$568.00	\$0.00	\$568.00	\$0.00	\$0.00	0.00
11000	2100	52720		Workers Compensation Employer's Fee	\$568.00	(\$568.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2100	53211		Diagnosticians - Contracted	\$7,000.00	\$2,500.00	\$9,500.00	\$1,153.76	\$7,266.33	\$563.30	\$1,670.37	0.00
11000	2100	53212		Speech Therapists - Contracted	\$15,593.00	\$22,040.00	\$37,633.00	\$2,704.90	\$26,216.79	\$11,413.38	\$2.83	0.00

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
11000	2100	53213	Occupational Therapists - Contracted	\$2,000.00	\$2,018.00	\$4,018.00	\$0.00	\$1,508.15	\$1,528.10	\$981.75	0.00
11000	2100	53214	Therapists - Contracted	\$1,500.00	(\$1,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2100	53215	Psychologists/Counselors - Contracted	\$2,100.00	\$7,500.00	\$9,600.00	\$0.00	\$8,794.99	\$3,369.99	(\$2,564.98)	0.00
11000	2100	53711	Other Charges	\$0.00	\$3,790.00	\$3,790.00	\$0.00	\$3,766.71	\$0.00	\$23.29	0.00
11000	2100	55915	Other Contract Services	\$3,000.00	(\$2,476.00)	\$524.00	\$0.00	\$148.35	\$0.00	\$375.65	0.00
11000	2100	56118	General Supplies and Materials	\$400.00	\$0.00	\$400.00	\$0.00	\$22.39	\$0.00	\$377.61	0.00
11000	2100		SUBTOTAL Support Services-Students	\$32,161.00	\$33,872.00	\$66,033.00	\$3,858.66	\$48,291.71	\$16,874.77	\$866.52	0.00
	2200		Support Services-Instruction								
11000	2200	53414	Other Services	\$10,000.00	\$0.00	\$10,000.00	\$660.00	\$5,485.25	\$4,100.00	\$414.75	0.00
11000	2200	56114	Library And Audio-Visual	\$0.00	\$400.00	\$400.00	\$0.00	\$182.10	\$0.00	\$217.90	0.00
11000	2200		SUBTOTAL Support Services-Instruction	\$10,000.00	\$400.00	\$10,400.00	\$660.00	\$5,667.35	\$4,100.00	\$632.65	0.00
	2300		Support Services-General Administration								
		51100	Salaries Expense								
11000	2300	51100	1111 Superintendent	\$95,000.00	\$0.00	\$95,000.00	\$7,916.66	\$87,083.26	\$7,916.74	\$0.00	1.00
11000	2300	51100	1217 Secretarial/Clerical/Technical Assistants	\$24,703.00	\$2,697.00	\$27,400.00	\$2,283.34	\$23,975.07	\$3,424.93	\$0.00	1.20
11000	2300	51100	SUBTOTAL Salaries Expense	\$119,703.00	\$2,697.00	\$122,400.00	\$10,200.00	\$111,058.33	\$11,341.67	\$0.00	2.20
		51300	Additional Compensation								
11000	2300	51300	1217 Secretarial/Clerical/Technical Assistants	\$2,000.00	\$0.00	\$2,000.00	\$295.00	\$1,258.72	\$0.00	\$741.28	0.00
11000	2300	51300	SUBTOTAL Additional Compensation	\$2,000.00	\$0.00	\$2,000.00	\$295.00	\$1,258.72	\$0.00	\$741.28	0.00
11000	2300	52111	Educational Retirement	\$16,917.00	\$375.00	\$17,292.00	\$1,458.81	\$15,612.08	\$1,535.48	\$144.44	0.00
11000	2300	52112	ERA - Retiree Health	\$2,435.00	\$55.00	\$2,490.00	\$209.92	\$2,246.56	\$220.95	\$22.49	0.00
11000	2300	52210	FICA Payments	\$7,546.00	\$170.00	\$7,716.00	\$650.71	\$6,963.72	\$684.89	\$67.39	0.00
11000	2300	52220	Medicare Payments	\$1,736.00	\$70.00	\$1,806.00	\$152.20	\$1,628.67	\$160.19	\$17.14	0.00
11000	2300	52311	Health and Medical Premiums	\$7,786.00	\$7,909.00	\$15,695.00	\$1,694.96	\$13,550.24	\$1,728.86	\$415.90	0.00
11000	2300	52312	Life	\$113.00	\$102.00	\$215.00	\$14.10	\$198.38	\$14.10	\$2.52	0.00
11000	2300	52313	Dental	\$0.00	\$890.00	\$890.00	\$101.84	\$693.06	\$103.88	\$93.06	0.00
11000	2300	52314	Vision	\$120.00	\$85.00	\$205.00	\$17.68	\$147.54	\$18.04	\$39.42	0.00
11000	2300	52710	Workers Compensation Premium	\$1,552.00	\$0.00	\$1,552.00	\$0.00	\$1,552.00	\$0.00	\$0.00	0.00
11000	2300	52720	Workers Compensation Employer's Fee	\$28.00	\$0.00	\$28.00	\$0.00	\$19.10	\$0.00	\$8.90	0.00
11000	2300	53330	Professional Development	\$700.00	\$465.00	\$1,165.00	\$0.00	\$606.24	\$0.00	\$558.76	0.00
11000	2300	53411	Auditing	\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$12,900.00	\$0.00	\$100.00	0.00
11000	2300	53413	Legal	\$3,000.00	\$8,000.00	\$11,000.00	\$0.00	\$5,657.56	\$382.46	\$4,959.98	0.00
11000	2300	53711	Other Charges	\$4,800.00	(\$2,000.00)	\$2,800.00	\$2,297.67	\$2,562.27	\$100.00	\$137.73	0.00
11000	2300	55400	Advertising	\$0.00	\$2,500.00	\$2,500.00	\$80.38	\$1,291.29	\$729.71	\$479.00	0.00
11000	2300	55812	Board Training	\$3,000.00	\$0.00	\$3,000.00	\$600.00	\$600.00	\$925.00	\$1,475.00	0.00
11000	2300	55813	Employee Travel - Non-Teachers	\$0.00	\$2,110.00	\$2,110.00	\$380.10	\$1,502.73	\$390.10	\$217.17	0.00
11000	2300	55915	Other Contract Services	\$3,625.00	\$0.00	\$3,625.00	\$0.00	\$0.00	\$1,700.00	\$1,925.00	0.00
11000	2300	56113	Software	\$500.00	\$194.00	\$694.00	\$0.00	\$642.00	\$0.00	\$52.00	0.00
11000	2300	56115	Board Expenses	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,795.00	\$0.00	\$205.00	0.00

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Fund	Func	Obj	Job	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
11000	2300	56118		General Supplies and Materials	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$433.07	\$8.61	\$558.32	0.00
11000	2300	57332		Supply Assets (\$5,000 or less)	\$700.00	(\$148.00)	\$552.00	\$0.00	\$200.33	\$0.00	\$351.67	0.00
11000	2300			SUBTOTAL Support Services-General Administration	\$192,261.00	\$23,474.00	\$215,735.00	\$18,153.37	\$183,118.89	\$20,043.94	\$12,572.17	2.20
	2500			Central Services								
11000	2500	53414		Other Services	\$50,000.00	\$0.00	\$50,000.00	\$4,166.67	\$41,666.70	\$8,333.30	\$0.00	0.00
11000	2500	53711		Other Charges	\$300.00	\$1,825.00	\$2,125.00	\$0.00	\$1,810.03	\$0.00	\$314.97	0.00
11000	2500	56113		Software	\$13,500.00	\$0.00	\$13,500.00	\$0.00	\$12,745.20	\$0.00	\$754.80	0.00
11000	2500	56118		General Supplies and Materials	\$200.00	\$200.00	\$400.00	\$0.00	\$168.50	\$39.98	\$191.52	0.00
11000	2500			SUBTOTAL Central Services	\$64,000.00	\$2,025.00	\$66,025.00	\$4,166.67	\$56,390.43	\$8,373.28	\$1,261.29	0.00
	2600			Operation & Maintenance of Plant								
		51100		Salaries Expense								
11000	2600	51100	1615	Custodial	\$25,000.00	(\$6,300.00)	\$18,700.00	\$2,079.36	\$16,620.60	\$2,079.40	\$0.00	0.63
11000	2600	51100		SUBTOTAL Salaries Expense	\$25,000.00	(\$6,300.00)	\$18,700.00	\$2,079.36	\$16,620.60	\$2,079.40	\$0.00	0.63
11000	2600	52111		Educational Retirement	\$3,475.00	\$0.00	\$3,475.00	\$289.04	\$2,310.32	\$289.01	\$875.67	0.00
11000	2600	52112		ERA - Retiree Health	\$500.00	\$0.00	\$500.00	\$41.58	\$332.36	\$41.58	\$126.06	0.00
11000	2600	52210		FICA Payments	\$1,550.00	\$0.00	\$1,550.00	\$128.92	\$1,030.48	\$128.91	\$390.61	0.00
11000	2600	52220		Medicare Payments	\$363.00	\$0.00	\$363.00	\$30.16	\$241.04	\$30.16	\$91.80	0.00
11000	2600	52311		Health and Medical Premiums	\$6,663.00	(\$6,663.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
11000	2600	52312		Life	\$57.00	\$0.00	\$57.00	\$4.70	\$37.60	\$2.35	\$17.05	0.00
11000	2600	52313		Dental	\$374.00	\$0.00	\$374.00	\$0.00	\$0.00	\$0.00	\$374.00	0.00
11000	2600	52314		Vision	\$76.00	\$0.00	\$76.00	\$7.34	\$58.72	\$3.67	\$13.61	0.00
11000	2600	52315		Disability	\$0.00	\$57.00	\$57.00	\$6.32	\$50.56	\$3.16	\$3.28	0.00
11000	2600	52720		Workers Compensation Employer's Fee	\$10.00	\$0.00	\$10.00	\$0.00	\$4.60	\$0.00	\$5.40	0.00
11000	2600	54311		Maintenance & Repair - Furniture/Fixtures/Equipment	\$100.00	\$400.00	\$500.00	\$0.00	\$195.00	\$100.00	\$205.00	0.00
11000	2600	54312		Maintenance & Repair - Buildings and Grounds	\$1,500.00	\$6,243.00	\$7,743.00	\$0.00	\$6,765.00	\$0.00	\$978.00	0.00
11000	2600	54411		Electricity	\$22,000.00	\$0.00	\$22,000.00	\$1,506.33	\$17,309.82	\$1,541.66	\$3,148.52	0.00
11000	2600	54412		Natural Gas (Buildings)	\$2,500.00	\$0.00	\$2,500.00	\$50.94	\$1,068.92	\$282.00	\$1,149.08	0.00
11000	2600	54415		Water/Sewage	\$5,000.00	\$0.00	\$5,000.00	\$214.39	\$2,257.45	\$267.00	\$2,475.55	0.00
11000	2600	54416		Communication Services	\$2,640.00	\$500.00	\$3,140.00	\$195.01	\$2,132.88	\$200.00	\$807.12	0.00
11000	2600	54620		Rental - Equipment and Vehicles	\$2,520.00	\$0.00	\$2,520.00	\$215.21	\$2,301.61	\$215.21	\$3.18	0.00
11000	2600	55200		Property/Liability Insurance	\$16,221.00	\$0.00	\$16,221.00	\$0.00	\$16,221.00	\$0.00	\$0.00	0.00
11000	2600	55915		Other Contract Services	\$1,000.00	\$0.00	\$1,000.00	\$8.64	\$394.66	\$147.13	\$458.21	0.00
11000	2600	56118		General Supplies and Materials	\$4,000.00	\$3,000.00	\$7,000.00	\$900.35	\$5,735.21	\$450.10	\$814.69	0.00
11000	2600	57332		Supply Assets (\$5,000 or less)	\$5,000.00	(\$4,592.00)	\$408.00	\$0.00	\$0.00	\$0.00	\$408.00	0.00
11000	2600			SUBTOTAL Operation & Maintenance of Plant	\$100,549.00	(\$7,355.00)	\$93,194.00	\$5,678.29	\$75,067.83	\$5,781.34	\$12,344.83	0.63
	2900			Other Support Services								
11000	2900	58213		Emergency Reserve	\$56,123.00	\$0.00	\$56,123.00	\$0.00	\$0.00	\$0.00	\$56,123.00	0.00

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11000	2900			SUBTOTAL Other Support Services	\$56,123.00	\$0.00	\$56,123.00	\$0.00	\$0.00	\$0.00	\$56,123.00	0.00
11000	2000			SUBTOTAL Support Services	\$455,094.00	\$52,416.00	\$507,510.00	\$32,516.99	\$368,536.21	\$55,173.33	\$83,800.46	2.83
	3000			Operation of Non-Instructional Services								
	3100			Food Services Operations								
		51100		Salaries Expense								
11000	3100	51100	1617	Food Service	\$30,535.00	(\$253.00)	\$30,282.00	\$2,533.34	\$26,600.07	\$3,453.16	\$228.77	1.10
11000	3100	51100		SUBTOTAL Salaries Expense	\$30,535.00	(\$253.00)	\$30,282.00	\$2,533.34	\$26,600.07	\$3,453.16	\$228.77	1.10
11000	3100	52111		Educational Retirement	\$4,245.00	\$0.00	\$4,245.00	\$352.12	\$3,697.26	\$479.99	\$67.75	0.00
11000	3100	52112		ERA - Retiree Health	\$611.00	\$0.00	\$611.00	\$50.66	\$531.93	\$69.06	\$10.01	0.00
11000	3100	52210		FICA Payments	\$1,894.00	(\$17.00)	\$1,877.00	\$157.08	\$1,649.34	\$214.11	\$13.55	0.00
11000	3100	52220		Medicare Payments	\$443.00	\$0.00	\$443.00	\$36.74	\$385.77	\$50.07	\$7.16	0.00
11000	3100	52312		Life	\$46.00	\$17.00	\$63.00	\$5.18	\$54.98	\$6.00	\$2.02	0.00
11000	3100	52313		Dental	\$470.00	(\$2.00)	\$468.00	\$0.00	\$0.00	\$0.00	\$468.00	0.00
11000	3100	52314		Vision	\$82.00	\$0.00	\$82.00	\$0.00	\$0.00	\$0.00	\$82.00	0.00
11000	3100	52315		Disability	\$0.00	\$12.00	\$12.00	\$1.00	\$10.00	\$0.00	\$2.00	0.00
11000	3100	52710		Workers Compensation Premium	\$0.00	\$253.00	\$253.00	\$0.00	\$253.00	\$0.00	\$0.00	0.00
11000	3100	52720		Workers Compensation Employer's Fee	\$12.00	\$0.00	\$12.00	\$0.00	\$7.59	\$0.00	\$4.41	0.00
11000	3100	53330		Professional Development	\$500.00	\$0.00	\$500.00	\$0.00	\$305.92	\$0.00	\$194.08	0.00
11000	3100			SUBTOTAL Food Services Operations	\$38,838.00	\$10.00	\$38,848.00	\$3,136.12	\$33,495.86	\$4,272.39	\$1,079.75	1.10
11000	3000			SUBTOTAL Operation of Non-Instructional Services	\$38,838.00	\$10.00	\$38,848.00	\$3,136.12	\$33,495.86	\$4,272.39	\$1,079.75	1.10
11000				TOTAL Operational	\$1,403,073.00	\$91,710.00	\$1,494,783.00	\$120,275.53	\$1,210,743.30	\$178,987.54	\$105,052.16	18.98
14000				Total Instructional Materials Sub-Fund								
	1000			Instruction								
14000	1000	56111		Instructional Materials Cash - 50% Textbooks	\$35,022.00	\$648.00	\$35,670.00	\$163.22	\$3,776.81	\$401.39	\$31,491.80	0.00
14000	1000			SUBTOTAL Instruction	\$35,022.00	\$648.00	\$35,670.00	\$163.22	\$3,776.81	\$401.39	\$31,491.80	0.00
14000				TOTAL Total Instructional Materials Sub-Fund	\$35,022.00	\$648.00	\$35,670.00	\$163.22	\$3,776.81	\$401.39	\$31,491.80	0.00
21000				Food Services								
	3000			Operation of Non-Instructional Services								
	3100			Food Services Operations								
		51100		Salaries Expense								
21000	3100	51100	1617	Food Service	\$13,605.00	\$8,457.00	\$22,062.00	\$1,100.02	\$21,526.71	\$609.27	(\$73.98)	0.65
21000	3100	51100		SUBTOTAL Salaries Expense	\$13,605.00	\$8,457.00	\$22,062.00	\$1,100.02	\$21,526.71	\$609.27	(\$73.98)	0.65
21000	3100	52111		Educational Retirement	\$1,892.00	\$0.00	\$1,892.00	\$152.92	\$1,672.38	\$84.69	\$134.93	0.00

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
21000	3100	52112	ERA - Retiree Health	\$273.00	\$0.00	\$273.00	\$22.00	\$240.60	\$12.18	\$20.22	0.00
21000	3100	52210	FICA Payments	\$844.00	\$0.00	\$844.00	\$68.20	\$1,334.64	\$37.77	(\$528.41)	0.00
21000	3100	52220	Medicare Payments	\$198.00	\$0.00	\$198.00	\$15.96	\$312.24	\$8.85	(\$123.09)	0.00
21000	3100	52312	Life	\$68.00	\$0.00	\$68.00	\$4.22	\$46.07	\$1.05	\$20.88	0.00
21000	3100	52313	Dental	\$118.00	(\$97.00)	\$21.00	\$0.00	\$0.00	\$0.00	\$21.00	0.00
21000	3100	52314	Vision	\$21.00	\$0.00	\$21.00	\$0.00	\$0.00	\$0.00	\$21.00	0.00
21000	3100	52315	Disability	\$0.00	\$40.00	\$40.00	\$3.02	\$30.20	\$0.00	\$9.80	0.00
21000	3100	52500	Unemployment Compensation	\$0.00	\$3,280.00	\$3,280.00	\$0.00	\$2,438.53	\$0.00	\$841.47	0.00
21000	3100	52720	Workers Compensation Employer's Fee	\$12.00	\$0.00	\$12.00	\$0.00	\$6.21	\$0.00	\$5.79	0.00
21000	3100	53711	Other Charges	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	0.00
21000	3100	54311	Maintenance & Repair - Furniture/Fixtures/Equipment	\$0.00	\$97.00	\$97.00	\$0.00	\$96.40	\$480.00	(\$479.40)	0.00
21000	3100	55915	Other Contract Services	\$1,790.00	\$0.00	\$1,790.00	\$173.85	\$1,466.47	\$290.00	\$33.53	0.00
21000	3100	56113	Software	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
21000	3100	56116	Food	\$50,000.00	(\$4,780.00)	\$45,220.00	\$3,448.52	\$31,402.59	\$7,050.00	\$6,767.41	0.00
21000	3100	56118	General Supplies and Materials	\$500.00	\$1,500.00	\$2,000.00	\$119.18	\$656.30	\$312.46	\$1,031.24	0.00
21000	3100	57332	Supply Assets (\$5,000 or less)	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$740.76	\$0.00	\$259.24	0.00
21000	3100		SUBTOTAL Food Services Operations	\$70,571.00	\$9,497.00	\$80,068.00	\$5,107.89	\$62,220.10	\$8,886.27	\$8,961.63	0.65
21000	3000		SUBTOTAL Operation of Non-Instructional Services	\$70,571.00	\$9,497.00	\$80,068.00	\$5,107.89	\$62,220.10	\$8,886.27	\$8,961.63	0.65
21000			TOTAL Food Services	\$70,571.00	\$9,497.00	\$80,068.00	\$5,107.89	\$62,220.10	\$8,886.27	\$8,961.63	0.65
23000			Non-Instructional Support Instruction								
	1000										
23000	1000	53711	Other Charges	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$150.00	\$220.00	\$1,130.00	0.00
23000	1000	55813	Employee Travel - Non-Teachers	\$0.00	\$425.00	\$425.00	\$0.00	\$210.92	\$0.00	\$214.08	0.00
23000	1000	55817	Student Travel	\$5,000.00	\$0.00	\$5,000.00	\$430.08	\$1,899.08	\$20.00	\$3,080.92	0.00
23000	1000	55819	Employee Travel - Teachers	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
23000	1000	55915	Other Contract Services	\$15,000.00	\$0.00	\$15,000.00	\$134.86	\$5,448.78	\$645.00	\$8,906.22	0.00
23000	1000	56118	General Supplies and Materials	\$43,771.00	(\$425.00)	\$43,346.00	\$299.00	\$9,014.38	\$3,487.36	\$30,844.26	0.00
23000	1000	57332	Supply Assets (\$5,000 or less)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$2,943.92	\$144.29	\$6,911.79	0.00
23000	1000		SUBTOTAL Instruction	\$76,271.00	\$0.00	\$76,271.00	\$863.94	\$19,667.08	\$4,516.65	\$52,087.27	0.00
23000			TOTAL Non-Instructional Support	\$76,271.00	\$0.00	\$76,271.00	\$863.94	\$19,667.08	\$4,516.65	\$52,087.27	0.00
24000			Federal Flow-through Grants								
24101			Title I - ESEA Instruction								
	1000										
		51100	Salaries Expense								
24101	1000	51100	1411 Teachers-Grades 1-12	\$26,301.00	\$0.00	\$26,301.00	\$2,191.70	\$23,012.47	\$3,287.53	\$1.00	0.50
24101	1000	51100	SUBTOTAL Salaries Expense	\$26,301.00	\$0.00	\$26,301.00	\$2,191.70	\$23,012.47	\$3,287.53	\$1.00	0.50

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24101	1000	52111	Educational Retirement	\$3,656.00	\$0.00	\$3,656.00	\$304.66	\$3,198.74	\$456.95	\$0.31	0.00
24101	1000	52112	ERA - Retiree Health	\$527.00	\$0.00	\$527.00	\$43.82	\$460.11	\$65.73	\$1.16	0.00
24101	1000	52210	FICA Payments	\$1,631.00	\$0.00	\$1,631.00	\$135.88	\$1,426.74	\$203.81	\$0.45	0.00
24101	1000	52220	Medicare Payments	\$382.00	\$0.00	\$382.00	\$31.78	\$333.69	\$47.67	\$0.64	0.00
24101	1000	52312	Life	\$59.00	\$0.00	\$59.00	\$4.70	\$49.35	\$4.70	\$4.95	0.00
24101	1000	52720	Workers Compensation Employer's Fee	\$10.00	\$0.00	\$10.00	\$0.00	\$6.90	\$0.00	\$3.10	0.00
24101	1000	56118	General Supplies and Materials	\$1,514.00	\$0.00	\$1,514.00	\$601.19	\$1,323.24	\$100.00	\$90.76	0.00
24101	1000		SUBTOTAL Instruction	\$34,080.00	\$0.00	\$34,080.00	\$3,313.73	\$29,811.24	\$4,166.39	\$102.37	0.50
24101			TOTAL Title I - ESEA	\$34,080.00	\$0.00	\$34,080.00	\$3,313.73	\$29,811.24	\$4,166.39	\$102.37	0.50
24106			Entitlement IDEA-B								
	1000		Instruction								
		51100	Salaries Expense								
24106	1000	51100	1712 Instructional Assistants-Special Education	\$25,301.00	\$1,605.00	\$26,906.00	\$0.00	\$26,905.55	\$0.00	\$0.45	0.00
24106	1000	51100	SUBTOTAL Salaries Expense	\$25,301.00	\$1,605.00	\$26,906.00	\$0.00	\$26,905.55	\$0.00	\$0.45	0.00
24106	1000	52111	Educational Retirement	\$3,517.00	\$310.00	\$3,827.00	\$0.00	\$3,826.67	\$0.00	\$0.33	0.00
24106	1000	52112	ERA - Retiree Health	\$507.00	\$44.00	\$551.00	\$0.00	\$550.61	\$0.00	\$0.39	0.00
24106	1000	52210	FICA Payments	\$1,569.00	\$138.00	\$1,707.00	\$0.00	\$1,706.71	\$0.00	\$0.29	0.00
24106	1000	52220	Medicare Payments	\$367.00	\$33.00	\$400.00	\$0.00	\$399.13	\$0.00	\$0.87	0.00
24106	1000	52311	Health and Medical Premiums	\$7,313.00	\$1,173.00	\$8,486.00	\$0.00	\$8,485.07	\$0.00	\$0.93	0.00
24106	1000	52312	Life	\$79.00	\$5.00	\$84.00	\$0.00	\$83.62	\$0.00	\$0.38	0.00
24106	1000	52313	Dental	\$685.00	\$0.00	\$685.00	\$0.00	\$625.15	\$0.00	\$59.85	0.00
24106	1000	52314	Vision	\$167.00	\$0.00	\$167.00	\$0.00	\$130.40	\$0.00	\$36.60	0.00
24106	1000	52315	Disability	\$70.00	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00	0.00
24106	1000	52720	Workers Compensation Employer's Fee	\$14.00	\$0.00	\$14.00	\$0.00	\$10.80	\$0.00	\$3.20	0.00
24106	1000	56118	General Supplies and Materials	\$750.00	(\$658.00)	\$92.00	\$0.00	\$91.77	\$0.00	\$0.23	0.00
24106	1000	57332	Supply Assets (\$5,000 or less)	\$3,500.00	(\$2,650.00)	\$850.00	\$0.00	\$849.99	\$0.00	\$0.01	0.00
24106	1000		SUBTOTAL Instruction	\$43,839.00	\$0.00	\$43,839.00	\$0.00	\$43,665.47	\$0.00	\$173.53	0.00
24106			TOTAL Entitlement	\$43,839.00	\$0.00	\$43,839.00	\$0.00	\$43,665.47	\$0.00	\$173.53	0.00
			IDEA-B								
24154			Teacher/Principal								
	1000		Training & Recruiting								
		51300	Instruction								
			Additional Compensation								
24154	1000	51300	1411 Teachers-Grades 1-12	\$4,950.00	(\$528.00)	\$4,422.00	\$1,000.00	\$3,500.00	\$0.00	\$922.00	0.00
24154	1000	51300	SUBTOTAL Additional Compensation	\$4,950.00	(\$528.00)	\$4,422.00	\$1,000.00	\$3,500.00	\$0.00	\$922.00	0.00
24154	1000	52111	Educational Retirement	\$0.00	\$493.00	\$493.00	\$139.00	\$486.50	\$0.00	\$6.50	0.00
24154	1000	52112	ERA - Retiree Health	\$0.00	\$75.00	\$75.00	\$20.00	\$70.00	\$0.00	\$5.00	0.00
24154	1000	52210	FICA Payments	\$0.00	\$193.00	\$193.00	\$62.00	\$155.00	\$0.00	\$38.00	0.00
24154	1000	52220	Medicare Payments	\$0.00	\$67.00	\$67.00	\$14.50	\$50.75	\$0.00	\$16.25	0.00
24154	1000	53330	Professional Development	\$2,105.00	\$3,843.00	\$5,948.00	\$100.00	\$2,979.04	\$500.00	\$2,468.96	0.00
24154	1000		SUBTOTAL Instruction	\$7,055.00	\$4,143.00	\$11,198.00	\$1,335.50	\$7,241.29	\$500.00	\$3,456.71	0.00

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Fund	Func	Obj	Job Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
	2000		Support Services								
	2300		Support Services-General Administration								
24154	2300	53330	Professional Development	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154	2300		SUBTOTAL Support Services-General Administration	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154	2000		SUBTOTAL Support Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$981.18	\$0.00	\$1,018.82	0.00
24154			TOTAL	\$9,055.00	\$4,143.00	\$13,198.00	\$1,335.50	\$8,222.47	\$500.00	\$4,475.53	0.00
			Teacher/Principal Training & Recruiting								
24000			TOTAL Federal Flow-through Grants	\$86,974.00	\$4,143.00	\$91,117.00	\$4,649.23	\$81,699.18	\$4,666.39	\$4,751.43	0.50
25000			Federal Direct Grants								
25153			Title XIX MEDICAID 3/21 Years								
	2000		Support Services								
	2100		Support Services-Students								
25153	2100	56118	General Supplies and Materials	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153	2100		SUBTOTAL Support Services-Students	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153	2000		SUBTOTAL Support Services	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25153			TOTAL Title XIX MEDICAID 3/21 Years	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
25000			TOTAL Federal Direct Grants	\$900.00	\$0.00	\$900.00	\$0.00	\$114.66	\$0.00	\$785.34	0.00
26000			Local Grants								
26204			Spaceport GRT Grant – Dona Ana County Instruction								
	1000										
26204	1000	55817	Student Travel	\$1,500.00	(\$1,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
26204	1000	56118	General Supplies and Materials	\$3,015.00	(\$3,015.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
26204	1000	57332	Supply Assets (\$5,000 or less)	\$4,895.00	\$17,279.00	\$22,174.00	\$0.00	\$21,975.63	\$0.00	\$198.37	0.00
26204	1000		SUBTOTAL Instruction	\$9,410.00	\$12,764.00	\$22,174.00	\$0.00	\$21,975.63	\$0.00	\$198.37	0.00
26204			TOTAL Spaceport GRT Grant – Dona Ana County	\$9,410.00	\$12,764.00	\$22,174.00	\$0.00	\$21,975.63	\$0.00	\$198.37	0.00
26000			TOTAL Local Grants	\$9,410.00	\$12,764.00	\$22,174.00	\$0.00	\$21,975.63	\$0.00	\$198.37	0.00
27000			State Flow-through Grants								
27107			27107 GOB Library								

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Fund	Func	Obj	Job	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Encumbrance	Budget Balance	FTE
	2000			Support Services								
	2200			Support Services-Instruction								
27107	2200	56114		Library And Audio-Visual	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107	2200			SUBTOTAL Support Services-Instruction	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107	2000			SUBTOTAL Support Services	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27107				TOTAL 27107 GOB Library	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$989.00	\$0.00	\$1,798.00	0.00
27128				Recruitment Support Fund								
	2000			Support Services								
	2500			Central Services								
27128	2500	55400		Advertising	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$0.00	\$527.00	0.00
27128	2500			SUBTOTAL Central Services	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$0.00	\$527.00	0.00
27128	2000			SUBTOTAL Support Services	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$0.00	\$527.00	0.00
27128				TOTAL Recruitment Support Fund	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$0.00	\$527.00	0.00
27000				TOTAL State Flow-through Grants	\$0.00	\$3,314.00	\$3,314.00	\$0.00	\$989.00	\$0.00	\$2,325.00	0.00
31200				Public School Capital Outlay								
	4000			Capital Outlay								
31200	4000	54610		Rental - Land and Buildings	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$128,843.75	\$18,406.25	\$0.00	0.00
31200	4000			SUBTOTAL Capital Outlay	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$128,843.75	\$18,406.25	\$0.00	0.00
31200				TOTAL Public School Capital Outlay	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$128,843.75	\$18,406.25	\$0.00	0.00
31700				Capital Improvements SB-9								
	4000			Capital Outlay								
31700	4000	57332		Supply Assets (\$5,000 or less)	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
31700	4000			SUBTOTAL Capital Outlay	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
31700				TOTAL Capital Improvements SB-9	\$9,953.00	\$0.00	\$9,953.00	\$0.00	\$394.00	\$0.00	\$9,559.00	0.00
ALL				TOTAL BUDGET	\$1,692,174.00	\$269,326.00	\$1,961,500.00	\$149,466.06	\$1,530,423.51	\$215,864.49	\$215,212.00	20.13

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Fund	Obj	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Budget Balance
11000		Operational						
11000	41920	Contributions and Donatio	\$0.00	\$0.00	\$0.00	\$0.00	(\$50.00)	\$50.00
11000	41980	Refund of Prior Year's Ex	\$0.00	\$53,802.00	\$53,802.00	\$0.00	\$53,853.73	(\$51.73)
11000	43101	State Equalization Guaran	\$1,282,153.00	\$39,390.00	\$1,321,543.00	\$110,500.00	\$1,211,043.00	\$110,500.00
11000		TOTAL Operational	\$1,282,153.00	\$93,192.00	\$1,375,345.00	\$110,500.00	\$1,264,846.73	\$110,498.27
14000		Total Instructional Mater						
14000	43211	Instructional Materials 5	\$5,682.00	\$648.00	\$6,330.00	\$0.00	\$5,697.17	\$632.83
14000		TOTAL Total Instructional	\$5,682.00	\$648.00	\$6,330.00	\$0.00	\$5,697.17	\$632.83
21000		Food Services						
21000	41603	Fees – Adults/Food Servic	\$1,000.00	\$0.00	\$1,000.00	\$87.80	\$656.20	\$343.80
21000	41604	Fees – Students/Food Serv	\$26,500.00	\$0.00	\$26,500.00	\$4,488.95	\$25,639.80	\$860.20
21000	41953	Insurance Recoveries	\$0.00	\$9,497.00	\$9,497.00	\$9,496.50	\$9,496.50	\$0.50
21000	44500	Restricted Grants – Feder	\$34,000.00	\$0.00	\$34,000.00	\$2,278.27	\$30,789.60	\$3,210.40
21000		TOTAL Food Services	\$61,500.00	\$9,497.00	\$70,997.00	\$16,351.52	\$66,582.10	\$4,414.90
23000		Non-Instructional Support						
23000	41701	Fees – Activities	\$1,500.00	\$0.00	\$1,500.00	\$964.84	\$24,741.70	(\$23,241.70)
23000	41705	Fees – Users	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$2,662.66	\$29,337.34
23000	41920	Contributions and Donatio	\$5,200.00	\$0.00	\$5,200.00	\$2,056.79	\$11,639.53	(\$6,439.53)
23000		TOTAL Non-Instructional	\$38,700.00	\$0.00	\$38,700.00	\$3,021.63	\$39,043.89	(\$343.89)
24000		Federal Flow-through						
24101		Title I - ESEA						
24101	44500	Restricted Grants – Feder	\$21,714.00	\$0.00	\$21,714.00	\$0.00	\$30,769.63	(\$9,055.63)
24101	44504	Federal Flowthrough Prior	\$12,366.00	\$0.00	\$12,366.00	\$0.00	\$0.00	\$12,366.00
24101		TOTAL Title I - ESEA	\$34,080.00	\$0.00	\$34,080.00	\$0.00	\$30,769.63	\$3,310.37
24106		Entitlement IDEA-B						
24106	44500	Restricted Grants – Feder	\$37,580.00	\$0.00	\$37,580.00	\$0.00	\$47,017.61	(\$9,437.61)
24106	44504	Federal Flowthrough Prior	\$6,259.00	\$0.00	\$6,259.00	\$0.00	\$0.00	\$6,259.00
24106		TOTAL Entitlement IDEA-B	\$43,839.00	\$0.00	\$43,839.00	\$0.00	\$47,017.61	(\$3,178.61)
24154		Teacher/Principal Trainin						
24154	44500	Restricted Grants – Feder	\$4,671.00	\$4,143.00	\$8,814.00	\$423.17	\$6,429.89	\$2,384.11
24154	44504	Federal Flowthrough Prior	\$4,384.00	\$0.00	\$4,384.00	\$0.00	\$0.00	\$4,384.00
24154		TOTAL Teacher/Principal T	\$9,055.00	\$4,143.00	\$13,198.00	\$423.17	\$6,429.89	\$6,768.11
24000		TOTAL Federal Flow-	\$86,974.00	\$4,143.00	\$91,117.00	\$423.17	\$84,217.13	\$6,899.87
25000		Federal Direct Grants						
25153		Title XIX MEDICAID 3/21 Y						
25153	44301	Other Restricted Grants –	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66

State of New Mexico
Public School Operating Budget - Actuals Revenue Rollup Report
J. Paul Taylor 2017-2018 - Eleventh Month (May) - Revenue
UnSubmitted

Fund	Obj	Description	Budget	Adjustments	Adjusted Budget	Current Period	YTD	Budget Balance
25153		TOTAL Title XIX MEDICAID	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66
25000		TOTAL Federal Direct	\$720.00	\$0.00	\$720.00	\$0.00	\$667.34	\$52.66
26000		Local Grants						
26204		Spaceport GRT Grant – Don						
26204	41921	Instructional - Categorical	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
26204		TOTAL Spaceport GRT Grant	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
26000		TOTAL Local Grants	\$0.00	\$12,764.00	\$12,764.00	\$0.00	\$12,764.02	(\$0.02)
27000		State Flow-through Grants						
27107		27107 GOB Library						
27107	43202	State Flow-through Grants	\$0.00	\$2,787.00	\$2,787.00	\$0.00	\$0.00	\$2,787.00
27107	43204	Prior Year Balances	\$0.00	\$0.00	\$0.00	\$989.00	\$989.00	(\$989.00)
27107		TOTAL 27107 GOB Library	\$0.00	\$2,787.00	\$2,787.00	\$989.00	\$989.00	\$1,798.00
27128		Recruitment Support Fund						
27128	43202	State Flow-through Grants	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$527.00
27128		TOTAL Recruitment Support	\$0.00	\$527.00	\$527.00	\$0.00	\$0.00	\$527.00
27000		TOTAL State Flow-	\$0.00	\$3,314.00	\$3,314.00	\$989.00	\$989.00	\$2,325.00
31200		Public School Capital Out						
31200	43209	PSCOC Awards	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$128,843.75	\$18,406.25
31200		TOTAL Public School Capit	\$0.00	\$147,250.00	\$147,250.00	\$18,406.25	\$128,843.75	\$18,406.25
31700		Capital Improvements SB-9						
31700	43202	State Flow-through Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
31700	43204	Prior Year Balances	\$9,953.00	\$0.00	\$9,953.00	\$394.00	\$394.00	\$9,559.00
31700		TOTAL Capital Improvement	\$9,953.00	\$0.00	\$9,953.00	\$394.00	\$394.00	\$9,559.00
ALL		TOTAL BUDGET	\$1,485,682.00	\$270,808.00	\$1,756,490.00	\$150,085.57	\$1,604,045.13	\$152,444.87

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 535-000-1819-0001-IB
Fund Type: Flowthrough
Adjustment Type: Initial Budget

Fiscal Year: 2018-2019
Adjustment Changes Intent/Scope of Program Yes or No?: No
Total Approved Budget (Flowthrough): 10,000

Entity Name: J. Paul Taylor
Contact: Virginia Trujillo, Asst. Business Mgr
Phone: 575-642-1413
Email: gtrujillo@swrecnm.org

FLOWTHROUGH ONLY	
Budget Period: 07/01/2018	To: 06/30/2019
A. Approved Carryover: \$5,275.19	
B. Total Current Year Allocation: 4,725	
D. Total Funding Available: 10,000	

Revenue 24154.0000.44500 \$4,725

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K-12) Programs	1411 Teachers- Grades 1-12		\$1,000	\$1,000	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class		\$139	\$139	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class		\$20	\$20	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class		\$62	\$62	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52220 Medicare Payments	0000 No Program	0000 No Job Class		\$15	\$15	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	53330 Professional Development	1010 Regular Education (K-12) Programs	0000 No Job Class		\$2,489	\$2,489	
24154 Teacher/ Principal Training & Recruiting	2300 Support Services-General Administration	53330 Professional Development	0000 No Program	0000 No Job Class		\$1,000	\$1,000	
Sub Total						\$4,725		
Indirect Cost								
DOC. TOTAL						\$4,725		

Justification:

Budget was not approved by June 30, 2018

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

NMPPED

Public Education Department

Title II, Fund 24154 Planning Awards FY18-19

Entity Name	Total Preliminary Allocation (Revenue Code 44500)	Projected Carryover (Revenue Code 44504)	Grand Total Initial Planning Allocation
Estancia Municipal Schools	\$28,383.00	\$19,234.69	\$47,617.69
Estancia Valley Classical Academy	\$10,215.00	\$3,343.54	\$13,558.54
Eunice Municipal Schools	\$24,618.00	\$22,473.24	\$47,091.24
Explore Academy	\$6,892.00	\$0.00	\$6,892.00
Farmington Municipal Schools	\$357,855.00	\$120,721.51	\$478,576.51
Floyd Municipal Schools	\$2,994.00	\$4,616.80	\$7,610.80
Fort Sumner Municipal Schools	\$12,832.00	\$17,647.82	\$30,479.82
Gadsden Independent Schools	\$864,039.00	\$578,022.55	\$1,442,061.55
Gallup-McKinley County Schools	\$804,610.00	\$855,482.76	\$1,660,092.76
Gilbert L. Sena Charter High School	\$6,463.00	\$7,856.53	\$14,319.53
Grady Municipal Schools	\$1,737.00	\$2,428.81	\$4,165.81
Grants-Cibola County Schools	\$229,318.00	\$154,174.85	\$383,492.85
Hagerman Municipal Schools	\$16,025.00	\$7,711.70	\$23,736.70
Hatch Valley Public Schools	\$80,883.00	\$10,774.44	\$91,657.44
Health Leadership High School	\$7,042.00	\$4,028.66	\$11,070.66
Hobbs Municipal Schools	\$280,605.00	\$155,844.08	\$436,449.08
Hondo Valley Public Schools	\$5,736.00	\$8,169.99	\$13,905.99
Horizon Academy West	\$18,675.00	\$13,398.07	\$32,073.07
House Municipal Schools	\$1,284.00	\$1,617.42	\$2,901.42
J Paul Taylor Academy	\$4,725.00	\$5,275.19	\$10,000.19
Jal Public Schools	\$6,906.00	\$9,293.12	\$16,199.12
Jemez Mountain Public Schools	\$16,525.00	\$5,221.26	\$21,746.26
Jemez Valley Public Schools	\$21,289.00	\$16,215.60	\$37,504.60
La Academia Dolores Huerta	\$9,940.00	\$7,453.70	\$17,393.70
La Promesa Early Learning Center	\$20,545.00	\$8,613.14	\$29,158.14
La Tierra Montessori School of the Arts and Sciences	\$5,545.00	\$4,639.58	\$10,184.58
Lake Arthur Municipal Schools	\$4,658.00	\$5,794.56	\$10,452.56
Las Cruces Public Schools	\$1,056,324.00	\$443,727.56	\$1,500,051.56
Las Montanas	\$8,253.00	\$3,173.80	\$11,426.80
Las Vegas City Public Schools	\$74,347.00	\$19,631.33	\$93,978.33
Logan Municipal Schools	\$5,561.00	\$440.44	\$6,001.44

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 535-000-1819-0002-I
Fund Type: Flowthrough
Adjustment Type: Increase

Fiscal Year: 2018-2019
Adjustment Changes Intent/Scope of Program Yes or No?: No
Total Approved Budget (Flowthrough): 10,000

Entity Name: J. Paul Taylor
Contact: Virginia Trujillo, Asst. Business Mgr
Phone: 575-642-1413
Email: gtrujillo@swrecnm.org

FLOWTHROUGH ONLY	
Budget Period: 07/01/2018	To: 06/30/2019
A. Approved Carryover: \$5,275.00	
B. Total Current Year Allocation: 4,725	
D. Total Funding Available: 10,000	

Revenue 24154.0000.44504 \$5,275

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K- 12) Programs	1411 Teachers- Grades 1-12		\$1,000	\$1,000	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class		\$139	\$139	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class		\$20	\$20	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class		\$62	\$62	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52220 Medicare Payments	0000 No Program	0000 No Job Class		\$15	\$15	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	53330 Professional Development	1010 Regular Education (K- 12) Programs	0000 No Job Class		\$2,039	\$2,039	
24154 Teacher/ Principal Training & Recruiting	2300 Support Services-General Administration	53330 Professional Development	0000 No Program	0000 No Job Class		\$1,000	\$1,000	
24154 Teacher/ Principal Training & Recruiting	2400 Support Services-School Administration	53330 Professional Development	0000 No Program	0000 No Job Class		\$1,000	\$1,000	
Sub Total						\$5,275		
Indirect Cost								
DOC. TOTAL						\$5,275		

Justification:

Carryover not in initial budget and not approved by june30, 2018

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.



New Mexico Public Schools Insurance Authority

410 Old Taos Highway
Santa Fe, NM 87501

Phone: (505) 988-2736 or (800) 548-3724 • Fax: (505) 983-8670

INVOICE #: FY19-00410

DATE: July 1, 2018

J. PAUL TAYLOR ACADEMY

Risk Coverage Premium Due for 2018/2019 School Year

Coverages Provided	Revenue Code	Premium Amount
Property Insurance	4431100	\$ 2,800.00
General Liability Insurance	4431200	13,323.00
Auto Liability Insurance	4431300	750.00
Mandatory Catastrophic Student Accident Insurance	4431400	0.00
Equipment Breakdown Coverage Insurance	4431500	0.00
Workers' Compensation Insurance	4441100	12,223.00
Bus Inspector	4431600	0.00
TOTAL DUE:		\$ 29,096.00

Be advised that **100% of the premium is due by August 1, 2018**. Premium payments not received within 30 days shall be subject to an interest charge of 1.5% of the total premium due for each month payment is delinquent.

This penalty is being enforced this year.

Payment From:

Payment must be made via electronic bank transfer. Please include your invoice number in full and the name of your school district, charter school, or educational entity in the "Originator Beneficiary Information" of your electronic bank transfer.

Payment To:

Account Name: NM Public Schools Insurance Authority Risk Depository Account
Account Number: 4123105512
Bank Name: Wells Fargo Bank, NA
ABA Routing Number: 121000248

Years	Level I						Level II						Years
	BA	BA + 15	BA + 45 / MA	MA +15	MA + 45 / EDS		BA	BA + 15	BA + 45 / MA	MA +15	MA + 45 / EDS		
0	\$37,180	\$37,680	\$39,180	\$39,380	\$39,580								0
1	\$37,440	\$37,940	\$39,440	\$39,640	\$39,840								1
2	\$37,702	\$38,202	\$39,702	\$39,902	\$40,102								2
3	\$37,703	\$38,203	\$39,703	\$39,903	\$40,103		\$45,450	\$45,950	\$47,950	\$48,150	\$48,350		3
4	\$37,704	\$38,204	\$39,704	\$39,904	\$40,104		\$45,700	\$46,200	\$48,200	\$48,400	\$48,600		4
5	\$37,705	\$38,205	\$39,705	\$39,905	\$40,105		\$45,951	\$46,451	\$48,451	\$48,651	\$48,851		5
6	\$37,706	\$38,206	\$39,706	\$39,906	\$40,106		\$46,204	\$46,704	\$48,704	\$48,904	\$49,104		6
7							\$46,458	\$46,958	\$48,958	\$49,158	\$49,358		7
8							\$46,714	\$47,214	\$49,214	\$49,414	\$49,614		8
9							\$46,971	\$47,471	\$49,471	\$49,671	\$49,871		9
10							\$47,229	\$47,729	\$49,729	\$49,929	\$50,129		10
11							\$47,489	\$47,989	\$49,989	\$50,189	\$50,389		11
12							\$47,750	\$48,250	\$50,250	\$50,450	\$50,650		12
13							\$48,013	\$48,513	\$50,513	\$50,713	\$50,913		13
14							\$48,277	\$48,777	\$50,777	\$50,977	\$51,177		14
15							\$48,542	\$49,042	\$51,042	\$51,242	\$51,442		15
16							\$48,809	\$49,309	\$51,309	\$51,509	\$51,709		16
17							\$49,078	\$49,578	\$51,578	\$51,778	\$51,978		17
18							\$49,347	\$49,847	\$51,847	\$52,047	\$52,247		18
19							\$49,619	\$50,119	\$52,119	\$52,319	\$52,519		19
20							\$49,892	\$50,392	\$52,392	\$52,592	\$52,792		20
21							\$50,166	\$50,666	\$52,666	\$52,866	\$53,066		21
22							\$50,442	\$50,942	\$52,942	\$53,142	\$53,342		22
23							\$50,720	\$51,220	\$53,220	\$53,420	\$53,620		23
24							\$50,999	\$51,499	\$53,499	\$53,699	\$53,899		24
25							\$51,279	\$51,779	\$53,779	\$53,979	\$54,179		25
26							\$51,561	\$52,061	\$54,061	\$54,261	\$54,461		26
27							\$51,845	\$52,345	\$54,345	\$54,545	\$54,745		27
28							\$52,130	\$52,630	\$54,630	\$54,830	\$55,030		28
29							\$52,416	\$52,916	\$54,916	\$55,116	\$55,316		29
30							\$52,705	\$53,205	\$55,205	\$55,405	\$55,605		30
31							\$52,805	\$53,305	\$55,305	\$55,505	\$55,705		31
32							\$52,905	\$53,405	\$55,405	\$55,605	\$55,805		32
33							\$53,005	\$53,505	\$55,505	\$55,705	\$55,905		33
34							\$53,105	\$53,605	\$55,605	\$55,805	\$56,005		34
35							\$53,205	\$53,705	\$55,705	\$55,905	\$56,105		35
36							\$53,305	\$53,805	\$55,805	\$56,005	\$56,205		36
37							\$53,405	\$53,905	\$55,905	\$56,105	\$56,305		37
38							\$53,505	\$54,005	\$56,005	\$56,205	\$56,405		38
39							\$53,605	\$54,105	\$56,105	\$56,305	\$56,505		39
40							\$53,705	\$54,205	\$56,205	\$56,405	\$56,605		40
41							\$53,805	\$54,305	\$56,305	\$56,505	\$56,705		41
42							\$53,905	\$54,405	\$56,405	\$56,605	\$56,805		42

1. The salary schedule reflects 189 contract days
2. Additional increments paid: National Board Certification-as per policy on FTE, Bilingual Stipends for teaching staff-\$1000, Bilingual endorsed teachers not teaching bilingual classes-\$500
3. Out-of-district experience allowed according to training and experience policy
4. Collective Bargaining-On going

Student Support and Academic Enrichment (SSAE)

Title IV Part A Application 2018/2019

Application Cover Page

Instructions: Complete the applicable table below.

Enter Title IV Planning Award in the space below:

\$10,000.00

LEA Application Section (only for LEA applicants)

Enter the LEA name: J. Paul Taylor Academy

Enter Contact Name: Christy Takacs, Executive Director

Contact E-mail: christy.takacs@jpaultayloracademy.org

Contact Phone number: 575-652-4006

Consortium Application Section (only for consortia)

Enter the Consortium name:

Enter the names of participating LEAS:

Enter Contact Name:

Contact E-mail:

Contact Phone number:

*Remember to complete, sign and upload into WEB EPPS **Appendix 2** "Consortium Agreement" as part of the Title IV Part A Application*

Guidance and allowable uses of funds

For guidance on the allowable use of SSAE funds see

<https://www2.ed.gov/policy/elsec/leg/essa/essassaegrantguid10212016.pdf>

Use of Evidence Based Intervention: Only evidenced-based interventions, programs, practices and strategies that meet the ESSA tiers of evidence will be approved. It is incumbent upon the LEA to demonstrate that selected interventions fall into one of the three ESSA tiers of evidence.

Below are examples of clearinghouses of EBI:

- What Works Clearinghouse: With over 700 publications available and more than 12,000 reviewed studies in the online searchable database, the WWC identifies studies that provide credible and reliable evidence of the effectiveness of a given practice, program, or policy and disseminates summary information and free reports online.
- Best Evidence Encyclopedia: A free web site created by the Johns Hopkins University School of Education's Center for Data-Driven Reform in Education (CDDRE) that gives educators and researchers fair and useful information about the strength of the evidence supporting a variety of programs available for students in grades K-12.
- Results First Clearinghouse Database: This one-stop online resource provides policymakers with an easy way to find information on the effectiveness of various interventions as rated by eight national research clearinghouses.
- Evidence for ESSA: A free, authoritative, user-centered database to help anyone – school, district, or state leaders, teachers, parents, or concerned citizens – easily find programs and practices that align to the ESSA evidence standards and meet their local needs.
- Results for America Evidence in Education Lab: Resource Page: <http://results4america.org/ed-lab-resources/>
- Results for America Our Work: Evidence in Education Lab <http://results4america.org/our-work/evidence-in-education-lab/>

Supplement not Supplant

Title IV Part A funds are supplemental and the three assumptions of supplanting are considered for each expense charged to the grant. An expense is considered supplanting if:

- 1) The expense is required under other federal, state or local laws.
- 2) The expense was paid for with state or local funds in the prior year.
- 3) For nonparticipating students, the expense is paid for with state or local funds.

Use of Federal Funds

Entertainment is not an allowable expense.

Student rewards or incentives should be nominal in value and educational in nature and may only be provided after the desired behavior has been demonstrated.

Please review the Title I Bureau Guide for additional relevant information on the use of federal funds.

Please Note: Title IV Part A Funds can not to be used for the purchase of infrastructure (surveillance cameras, bullet proof glass, construction remodeling, purchase of vehicles, etc.)

Title IV Part A Application 2018/2019

Enter Title IV Part A Award Amount _____

An LEA or LEA consortium receiving a Title IV Part A of \$30,000 or more must complete a Comprehensive Needs Assessment (CNA) as part of the application process 4106(a)(2) and 4106(d)(1).

- 1) Access to and opportunities for, a well-rounded education for all students (4107);
- 2) school conditions for student learning to create a healthy and safe school environment (4108); and
- 3) Access to personalized learning experiences supported by technology and professional development for the effective use of data and technology (4109).

Note: *If using "Other Comprehensive Needs Assessment" (CNA), the CNA must be uploaded into WEB EPPS with application.*

[illegible]

Please list any partnership with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing Title IV Part A eligible activities:

8/1/2018 2:42:06 PM

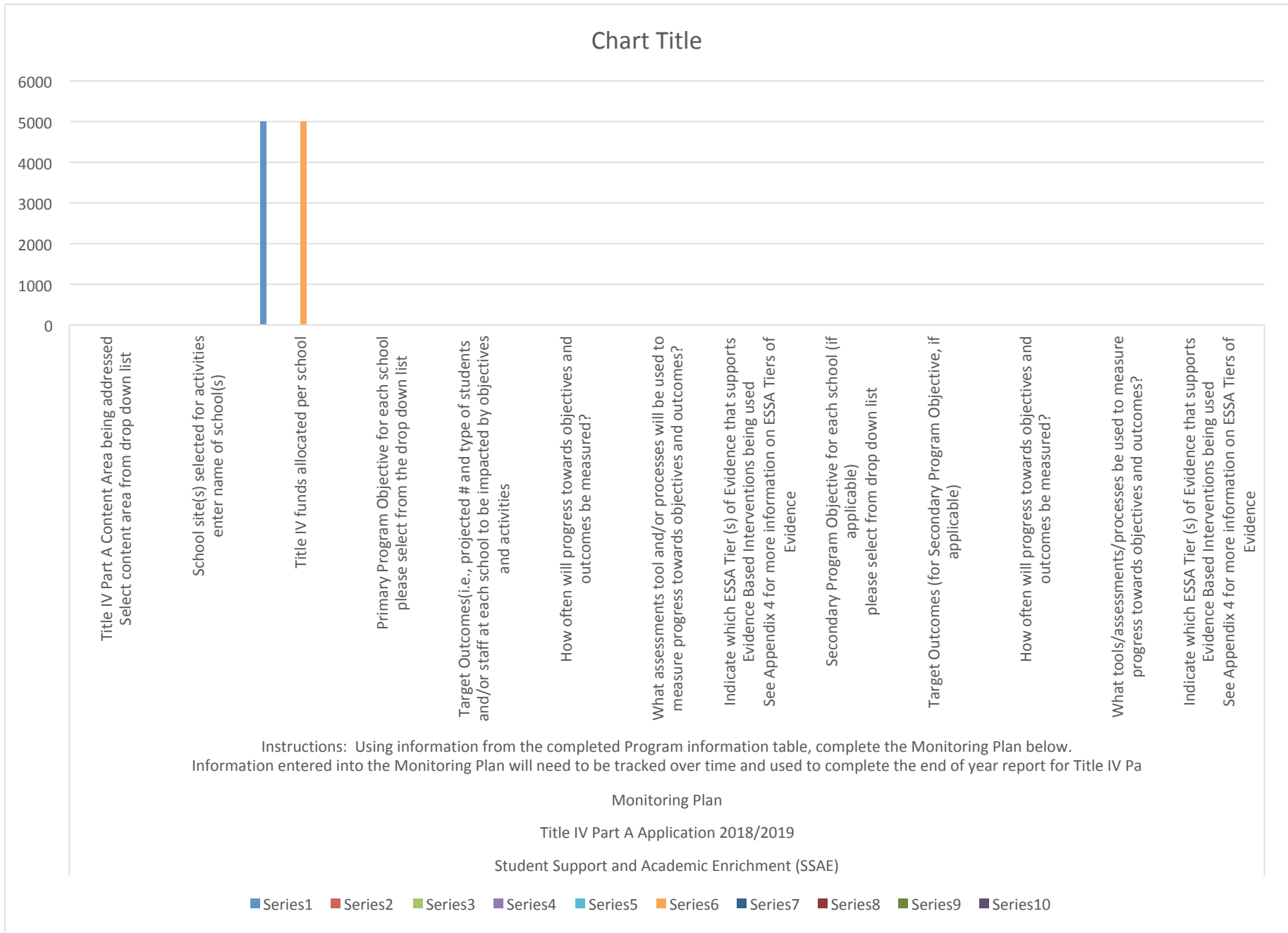
Provide a description in the space provided below of the steps that will be taken to ensure equitable access to and participation in the SSAE program(s) for students, teachers and other program beneficiaries with special needs. GEPA highlights six types of barriers that impede equitable access or participation: gender, race, national origin, color, disability or age. Based on local circumstances, recipients should determine whether or not these or other barriers may prevent students, teachers, etc. from such access or participation in the program(s). (Section 427 of the General Education Provisions Act *GEPA (20 U.S.C. §1228a(a))

Enter information here: For the orchestra program, all 5th grade students will be included in the class. No student will be pulled out or excluded for any reason. For our outdoor garden, all students

Consultation 4106(c)(1): A local educational agency, or consortium of such agencies, shall develop its application through consultation with parents, teachers, principals, other school leaders, specialized instructional support personnel, students, community based organizations, local government representatives (which may include a local law enforcement agency, local juvenile court, local child welfare agency, or local public housing agency), Indian tribes or tribal organizations that may be located in the region served by the local educational agency (where applicable), charter school teachers, principals, and other school leaders (if such agency or consortium of such agencies supports charter schools), and others with relevant and demonstrated expertise in programs and activities designed to meet the purpose of this subpart.

Describe the consultation process that was used to comply with Section 4106(c)(1) in the space below:

Enter information here: Once we were informed of the Title IV funding opportunity, an email was sent out to all staff asking for input on how best to utilize the funds. Staff was given the opportunity to submit suggestions. Information was shared with several governing council members and we had a local community partner with La Semilla come present to the staff on the implementation of the learning garden. Feedback was sought on how we could enhance our music program. Parents spoke strongly about the need for our 5th graders to be introduced to the orchestra program already established at our school.



Student Support and Academic Enrichment (SSAE)

Title IV Part A Application 2018/2019

Monitoring Plan

Instructions: Using information from the completed Program information table, complete the Monitoring Plan below.
Information entered into the Monitoring Plan will need to be tracked over time and used to complete the end of year report for Title IV Part A funds.

Title IV Part A Content Area being addressed <small>Select content area from drop down list</small>	School site(s) selected for activities <small>enter name of school(s)</small>	Title IV funds allocated per school	Primary Program Objective for each school <small>please select from the drop down list</small>	Target Outcomes(i.e., projected # and type of students and/or staff at each school to be impacted by objectives and activities	How often will progress towards objectives and outcomes be measured?	What assessments tool and/or processes will be used to measure progress towards objectives and outcomes?	Indicate which ESSA Tier (s) of Evidence that supports Evidence Based Interventions being used <small>See Appendix 4 for more information on ESSA Tiers of Evidence</small>	Secondary Program Objective for each school (if applicable) <small>please select from drop down list</small>	Target Outcomes (for Secondary Program Objective, if applicable)	How often will progress towards objectives and outcomes be measured?	What tools/assessments/processes be used to measure progress towards objectives and outcomes?	Indicate which ESSA Tier (s) of Evidence that supports Evidence Based Interventions being used <small>See Appendix 4 for more information on ESSA Tiers of Evidence</small>
Well-rounded education for all students (4107)	J Paul Taylor	\$5,000.00	Access: Increase access to	All 5th grade students will be	After each short-cycle testing	Istation Math and Reading	Tier 1					
School conditions that create healthy and safe school environments (4108)	J Paul Taylor Academy	\$5,000.00	New: Implement new evidence based programs.	All K-8th grade students will have access to the learning garden (200 students). At least 4 teachers will attend the PD, but will be expected to share their learning with the whole staff. We have 25 staff members who will potentially be impacted by PD provided.	After each short-cycle testing period	Istation Math and Reading La Semilla Program Evaluation and student surveys	Tier 2	Professional Development: Increase capacity of staff to implement evidence based programs.	All teachers who commit to the learning garden will attend the four Saturday workshops which will enable them to facilitate and support the school-wide implementation of the outdoor garden.	Progress will be measured after each professional development session held throughout the school year.	Records will be kept of which teachers attended the Saturday workshops. Program evaluations will be completed. Teachers will report back to the whole staff after each session during our staff meetings.	Tier 2

Student Support and Academic Enrichment (SSAE)

Title IV Part A Application 2018/2019

Assurances

Instructions: Please read all assurances and mark the appropriate answer for each statement below. Print the assurances, sign them, and upload to WebEPSS as part of the Title IV Part A application.

Applicants and recipients of SSAE funds must agree to the following assurances:

Supplement and Supplant Requirements

SSAE funds may only be used to supplement and not supplant, non-Federal funds that would otherwise be available for activities authorized under the SSAE program (ESEA section 4110). LEAs may not use SSAE program funds for the cost of activities in the three SSAE program content areas – well-rounded education, safe and healthy students and technology if the cost of those activities would have otherwise been paid with state and local funds in the absence of SSAE program funds.

Agree to supplement and not supplant with SSAE funds:

Place an "X" in the appropriate blank.

Yes: X

No:

Federal Civil Rights

SSAE grant recipients must comply with Federal Civil Rights laws that prohibit discrimination based on race, color, national origin, sex, disability and age. Recipients should be aware that failure to meet their civil rights obligations or respond to the GEPA Section 427 requirement, may be considered violations of grant conditions as well as violations of the civil rights laws and therefore, they may be subject to civil rights and programmatic enforcement mechanisms if there is a possibility of a violation of these requirements. This may include adding special conditions on a grant, designating a grantee as having high risk status, and/or possibly withholding funds (subject to a hearing requirement).

Agree to comply with Federal Rights laws

Place an "X" in the appropriate blank.

Yes: X

No:

Prioritization of the Distribution of Funds

In accordance with ESEA section 4106(e)(2)(A), any LEA or consortium of LEAs must prioritize the distribution of Title IV Part A funds to schools that:

- *Are among schools with the greatest needs;
- * Have the highest percentages or numbers of children counted under section 1124(c) (i.e., children counted for the purposes of basic grants to LEAs under Title I, Part A of the ESEA);
- *Are identified for comprehensive support and improvement under section 1111(c)(4)(D)(i) (i.e. are among the lowest-achieving schools;
- *Are implementing targeted support and improvement plans as described in section 1111(d)(2) (i.e. have consistently underperforming student subgroups); or
- *Are identified as a persistently dangerous public elementary school or secondary school under section 8532 (ESEA section 4106(e)(2)(A))

Agree to comply with Prioritization of the Distribution of Funds:

Place an "X" in the appropriate blank.

Yes: X

No:

Use of Funds

In accordance with ESEA section 4106(e)(2), SSAE sub grantees must:

- * use not less than 20% of the award for activities allowable under section 4107 (well-rounded education);
- * use not less than 20% of the award for activities allowable under section 4108 (safe and healthy students); and
- * maximum of 15% of funds to support activities under 4109 may be used to purchase technology infrastructure (devices, equipment, software)

SPECIAL RULE 4106(f): Any LEA receiving an allocation less than \$30,000 for Title IV Part A shall only be required to provide one of the assurances above related to the use of funds.

Agree to comply with Use of Funds if receiving \$30,000 or more in Title IV Part funds

Place an "X" in the appropriate blank.

Yes:

No:

NA: X

Continued Consultation

4106(c)(2): The local educational agency, or consortium of such agencies, shall engage in continued consultation with the entities (parents, teachers, principals, other school leaders, specialized instructional support personnel, students, community-based organizations, local government representatives, Indian tribes or tribal organizations that may be located in in the region served by the LEA, charter school teachers, principals, and other school leaders, and others with relevant and demonstrated expertise in programs and activities designed to meet this subpart)described in paragraph (1) in order to improve the local activities in order to meet the purpose of this subpart and to coordinate such implementation with other related strategies, programs, and activities being conducted in the community.

Agree to comply with 4106 (c)(2) Continued Consultation

Place an "X" in the appropriate blank.

Yes: X

No:

Frequency of Needs Assessment

4106(d)(3): Each local educational agency, or consortium of local educational agencies, shall conduct the needs assessment described

in paragraph (1) once every 3 years. EXCEPTION: An LEA receiving an allocation under section 4105(a) in an amount that is

Agree to comply with 4106 (d)(3) Frequency of Needs Assessment

Place an "X" in the appropriate blank.

Yes: _____ No: _____ NA: X

Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the Family Educational Rights and Privacy Act (FERPA) of 1974

Compliance with the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, enacted as section 444 of the General Education Provisions Act and applicable regulations and all other State and Federal rules, regulations and laws protecting the confidentiality of information

Agree to comply with the Federal Health Insurance Portability and Accountability Act and Family Educational Rights and Privacy Act

Place an "X" in the appropriate blank.

Yes: X No: _____

Equitable Services

Equitable Services 4106 (e)(2)(B): Compliance with section 8501 (regarding equitable participation by private school

Agree to comply with 4106(e)(2)(B) Equitable Services

Place an "X" in the appropriate blank.

Yes: _____ No: _____

Annual Report

Annual report 4106 (e)(2)(F): Annually report to the State for inclusion in the report described in section 4104(a)(2) how funds are being

used under this subpart to meet the requirements of subparagraphs (C) through (E);

Agree to comply with 4106(e)(2)(F) Annual Report

Place an "X" in the appropriate blank.

Yes: X No: _____

Parental Consent

Parental Consent 4001(a): Obtain prior written, informed consent from the parent of each child who is under 18 years of age to participate in any mental-health assessment or service that is funded under this title and conducted in connection with an elementary school or secondary school under this title.

Agree to comply with Parental Consent 4001(a)

Place an "X" in the appropriate blank.

Yes: X No: _____

Coordination of Activities and Objectives

Coordination of activities and objectifies under this title 4107(a)(1), 4108 (a)(1): activities to support well rounded educational opportunities and safe and healthy students are coordinated with other schools and community based services and programs.

Agree to comply with Coordination of activities and objectives

4107(a)(1) and 4108(a)(1)

Place an "X" in the appropriate blank.

Yes: X

No:

Rule of Construction

Rule of Construction 4111(1) and (2): Nothing in this subpart may be construed as to authorize activities or programming that encourages teenage sexual activity or prohibit effective activities or programming that meet the requirement of section 8526

Agree to comply with Rule of Construction 4111(1) and (2)

Place an "X" in the appropriate blank.

Yes: X

No:

Internet Safety

Internet Safety 4121: Comply with the internet safety provisions under the ESEA found in Subpart 2 of Section 4121 of the ESEA

Agree to comply with Internet Safety provisions

Place an "X" in the appropriate blank.

Yes: X

No:

Contractors

Contractors: LEAs and Consortia receiving Title IV Part A funds through this application process agree to seek advance approval from PED of all sub-contracts, including qualifications and job descriptions for any professional service sub-contract. Additionally, LEAs and Consortia shall comply, and shall ensure that all sub-contractors comply, with all applicable procurement laws and regulations.

Agree to comply with above provisions on contractors

Place an "X" in the appropriate blank.

Yes: X

No:

Parental Involvement

Parental involvement in budgets Section 22-8-10. NMSA 1978: Prior to the public hearing held to fix the Operating Budget for the school district, the local school board shall give notice to parents explaining the budget process and invite parental involvement and input in that process prior to the date for the public hearing.

Agree to comply with Parental Involvement Section 22-8-10

NMSA 1978

Place an "X" in the appropriate blank.

Yes: X

No:

Use of Evidence Based Interventions

Use of Evidence Based Intervention: Only evidenced-based interventions, programs, practices and strategies that meet the ESSA tiers of evidence will be approved. The PED does not provide a list of potential evidence-based interventions. It is incumbent upon the LEA to demonstrate that selected interventions fall into one of the three ESSA tiers of evidence. See

Agree to comply with ESSA provisions on Evidence Based Intervention

Place an "X" in the appropriate blank.

Yes: X

No:

Student Support and Academic Enrichment (SSAE)

Title IV Part A Application 2018/2019

Assurances Signature Page

District/Charter School/Consortium Name: J. Paul Taylor Academy

The LEA, through its duly authorized representative named below, agrees to these assurances, and certifies that the information contained in these assurances is complete and correct to the best of the signatory's knowledge and belief, and such information may be relied upon by New Mexico Public Education Department and the U.S. Department of Education.

Superintendent/Director (or designee) Printed Name

Date

Superintendent/Director (or designee) Signature

Date

The LEA, through its duly authorized representative named below, agrees to these assurances, and certifies that the information contained in these assurances is complete and correct to the best of the signatory's knowledge and belief, and such information may be relied upon by New Mexico Public Education Department and the U.S. Department of Education.

Christy Takacs

Superintendent/Director (or designee) Printed Name

7-13-18

Date

Christy Takacs
Superintendent/Director (or designee) Signature

7-13-18

Date

1030am - 11:45am

7/13/2018

Membership Committee

Report

> Attendance: Robyn, Carrie,
Stephanie

- ① training hour monitor- Robyn will keep track, Stephanie will educate Robyn with understanding the education requirements
- ② meetings- is this required monthly continue to email each other
- ③ member orientation packet
 - Carrie will share an example of a non-profit packet + Bd recruitment protocol
 - Carrie discussed Green Chambers of Commerce is doing a non-profit conference in Aug 23- will send email about
- ④ new mbr will need to go through school volunteer packet which includes back ground check

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: J. Paul Taylor Academy Current Number of Governing Body Members: 7

Date submitted: 7/3/2018 Contact Name: Stephanie Haan-Amato E-mail: stephanie.haan_amato@jpaultayloracademy.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Suzan Martinez de Gonzales	Personal information redacted for agenda suzan.martinez@jpaultayloracademy.org	Choose an action. Resignation	6/25/2018	Voluntarily resigned because of time commitment	From: 7/1/2017 To: 6/25/2018
Ric Hernandez	Personal information redacted for agenda ric.hernandez@jpaultayloracademy.org	Choose an action. Resignation	6/30/2018	Voluntarily resigned because of time commitment	From: 5/1/2013 To: 6/30/2018
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: Stephanie Haan-Amato Date: 7/3/18

Printed Name of Governing Council President or Designee: STEPHANIE HAAN-AMATO

June 25, 2018

Stephanie Haan-Amato, Chair
JPTA Governance Council

Dear Ms. Haan-Amato,

I am resigning my position on the John Paul Taylor Academy Governance Council effective immediately, June 27, 2018. I do not do this out of meanness, I am resigning effective immediately due to the PED Training requirements, after our experience with previous GC members resignations resulting in non-compliance for the Council, if I submit my resignation before June 30th, 2018 I won't compromise the Council's good standing and I won't have to attend 10 hours of training.

I enjoyed working on the GC and I wish you all the best in your search for new Council members and of course I wish nothing but the best for the Academy's future.

Sincerely,



Suzan Martinez de Gonzales

June 30, 2018

Attn: Stephanie Haan-Amato

Vice Chair, J. Paul Taylor Academy Governance Council

Dear Stephanie,

Please accept this letter as my formal resignation from the Governance Council of J. Paul Taylor Academy. I have enjoyed serving the school over the last 6 years and will continue to do so in other capacities.

I wish you and the rest of the council great success in governance of the school and look forward to helping you with the transition where I can.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Hernandez', is written over a horizontal line.

Richard Hernandez

Governance Council Directory
J. Paul Taylor Academy Charter School
School Year July 2018 - June 2019

Position No. 1

NAME :
EMAIL:
OCCUPATION:

Term: 7/17-6/19
Join Date:

Position No. 2

NAME: Arthur Berkson, Vice Chair
EMAIL: arthur.berkson@jpaultayloracademy.org
OCCUPATION: Physician

Term: 7/18-6/20
Join Date: March 2016

Position No 3

NAME:
EMAIL:
OCCUPATION:

Term: 7/17-6/19
Join Date:

Position No 4

NAME: Janet Acosta, Member
EMAIL: janet.acosta@jpaultayloracademy.org
OCCUPATION: COO

Term: 7/18-6/20
Join Date: May 2016

Position No 5

NAME: Martin Lopez Jr., Member
EMAIL: martin.lopez@jpaultayloracademy.org
OCCUPATION: Director of Health and Human Services

Term: 7/17-6/19
Join Date: May 2016

Position No 6

NAME: Shaharazad (Sherry) Booth, Member
EMAIL: sherry.mcdowell@jpaultayloracademy.com
OCCUPATION: Attorney

Term: 7/18-6/20
Join Date: May 2016

Position No 7

NAME: Stephanie Haan-Amato, Chair
EMAIL: stephanie.haan_amato@jpaultayloracademy.org
OCCUPATION: Science Education Specialist

Term: 7/17-6/19
Join Date: Feb 2017

Position No 8

NAME: Carrie Hamblen, Member
EMAIL: carrie.hamblen@jpaultayloracademy.org
OCCUPATION: CEO

Term: 7/18-6/20
Join Date: July 1, 2017

Position No 9

NAME: Robyn Rehbein, Secretary
EMAIL: robyn.rehbein@jpaultayloracademy.org
OCCUPATION: Play Therapist

Term: 7/17-6/19
Join Date: January 24, 2018

Position No 10

NAME:
EMAIL:
OCCUPATION:

Term: 7/16-6/18
Join Date:

Policy Statement
Charter School Governing Body Changes

Background:

Section 8.10(b) of the charter contract requires schools to notify their authorizer within 30 (thirty) days of a member's resignation or designation of a new member, and sign the appropriate forms to ensure that the governing body continues to qualify as a board of finance. The contract further requires the school to fill any vacancy on its governing body no later than 45 days from the vacancy or seek an extension for such appointment from the Authorizer in writing.

The Public Education Commission (PEC) requires schools to provide notice through the PEC's authorized representatives of any and all changes to governing body membership.

This policy establishes reasonable reporting requirements that are intended to enable the PEC to ensure compliance with Section 8.10(b) of the charter contract.

Policy:

A. Resignation or removal of a governing body member

1. Within **30 days**¹ of receiving notice of any governing body member's resignation or removing any governing body member, the governing body or its authorized representative **shall** provide notice to the PEC through the PEC's authorized representatives on the **"Change of Governing Body Membership Form" available on the PEC's website**.
 - i. If any member submits a **letter of resignation** or otherwise provides notice of resignation, the time for notifying the PEC begins on the **date the communication is received** by the school's head administrator or any member of its board.
 - ii. If any member does not submit a letter of resignation or otherwise communicate the resignation, but instead is **removed by a vote** of the board, the time for notifying the PEC begins on the **date of the vote by the board**.
2. The **"Change of Governing Body Membership Form"** shall be accompanied by:
 - i. The **governing body minutes** showing the vote to remove the member if the member did not submit a letter of resignation or otherwise communicate the resignation, **or**
 - ii. The resigning member's signed and dated **written resignation letter or communication**.
3. At the next PEC meeting after a "Change of Governing Body Membership Form" is received, the PEC's authorized representatives will notify the PEC of the resignation or removal of a governing body member on the "Ongoing Actions and Monitoring" document provided each month. Notice will remain on the document until the vacancy has been filled and/or until all required information is received.
4. If a board member resigns or is removed, that **member must be replaced within 45 days**, or within 75 days if the school is granted an extension. Alternatively, the **board may vote to not replace that member**.
 - i. If a position is not filled within 45 days of receiving notice of a governing body member's resignation or of removing a governing body member, and the school has not been granted an extension to fill the vacancy, or if the vacancy is not filled within the time granted as an extension

¹ Note that days are considered calendar days.

Policy Statement
Charter School Governing Body Changes

the school will be added as an agenda item for consideration by the PEC and **potential corrective action**.

- ii. **In lieu of replacing a member**, if the governing body still has at least five active members, the governing body **may vote** at a properly noticed meeting that **it will not replace that member and that no additional members will be added until after the end of the school year**.
- iii. A governing body **must have at least five members** and may not vote to refrain from replacing a member when such a vote would result in having fewer than five members.

B. Requests for extensions to fill a vacancy on the governing body

- 1. If a vacancy cannot be filled within 45 days of receiving notice of a governing body member's resignation or of removing a governing body member, the school shall request in writing to charter.schools@state.nm.us an extension of exactly 30 days from the end of the original 45 day period to fill the vacancy. The request must be received from PEC's authorized representatives **prior to the expiration of the original 45 day period to fill the vacancy**.
- 2. The PEC's authorized representatives shall grant the extension in writing, identifying the date on which the extension ends, and shall notify the school that if the vacancy is not filled within the time granted as an extension the school will be added as an agenda item for consideration by the PEC and **potential corrective action**.

C. Designation of a new governing body member

- 1. Within **30 days** of the vote to appoint a new governing body member, the governing body or its authorized representative shall provide notice to the PEC through the PEC's authorized representatives on the **"Change of Governing Body Membership Form"** available on the PEC's website.
- 2. The "Change of Governing Body Membership Form" **shall** be accompanied by:
 - i. An **updated "STATEMENT OF GOVERNING BODY TO CONSULT WITH PED"** signed by **all current governing body members including the new member**, and
 - ii. An **"AFFIDAVIT OF GOVERNING BODY MEMBER"** signed by the new governing body member and **verified by a notary public**.
 - iii. The governing body **minutes** showing the vote to designate the member.
- 3. At the next PEC meeting after receipt of a complete "Change of Governing Body Membership Form" and all required documentation, the PEC's authorized representatives will notify the PEC of the change in governing body membership on the "Ongoing Actions and Monitoring" document provided each month.
- 4. If the PEC's authorized representatives become aware of information that indicates a new member has been designated and notice has not been properly submitted within 30 days, the school will be added as an agenda item for consideration by the PEC and potential corrective action.

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: J. Paul Taylor Academy Current Number of Governing Body Members: 9
 Date submitted: 6/14/2018 Contact Name: Stephanie Haan-Amato E-mail: stephanie.haan_amato@jpaultayloracademy.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Robyn Rehbein	Personal information redacted for agenda robyn.rehbein@jpaultayloracademy.org	Choose an action. <i>Designation</i>	1/24/2018	N/A	From: 1/24/2018 To: 6/30/2019
Click here to enter Board Member name.	Click here to enter address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee: _____

Date: 6/13/2018

Printed Name of Governing Council President or Designee: _____

Richard Hernandez

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF)

I, Robyn Rehbein, after being duly sworn, state:

1. My name is Robyn Rehbein and I reside in Las Cruces, New Mexico.
2. I am a member of the governing body of the J. Paul Taylor Academy [insert name of school] in Las Cruces, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the J. Paul Taylor Academy [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Signature]

6/13/2018
Date

Robyn Rehbein
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 13 day of June, 2018.

[Notary Seal:]

Harold A. Love Jr.
NOTARY PUBLIC

My commission expires: October 31, 2021.

OFFICIAL SEAL
HAROLD A. LOVE JR.
NOTARY PUBLIC - STATE OF NEW MEXICO
My Commission Expires: 10/31/2021

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the J. Paul Taylor Academy, located in Las Cruces, New Mexico.


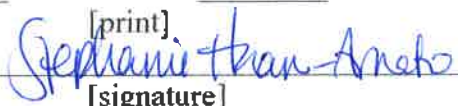
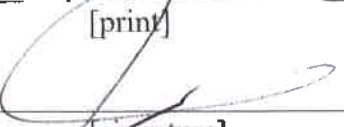

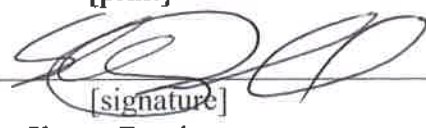
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of J. Paul Taylor Academy's application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE [INSERT NAME OF SCHOOL] GIVE THE FOREGOING STATEMENT THIS 13 DAY OF 2018, 2018. J. Paul Taylor Academy

1. 
[signature]
Ric Hernandez
[print]
2. 
[signature]
Stephanie Hlaan-Amato
[print]
3. 
[signature]
Martin Lopez
[print]
4. 
[signature]
Suzan Martinez de Gonzales
[print]
5. 
[signature]
Sherry Booth
[print]

Attach additional pages if membership exceeds five.

6. 
[signature]

Robyn Rehbein

[print]

7. 
[signature]

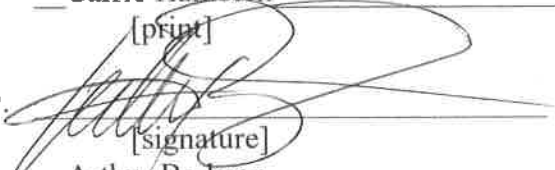
Janet Acosta

[print]

8. 
[signature]

Carrie Hamblen

[print]

9. 
[signature]

Arthur Berkson

[print]

10. _____
[signature]

STATE CHARTER SCHOOL CHANGE OF GOVERNING BODY MEMBERSHIP FORM

Please complete and submit this form to: Charter Schools Division, Public Education Department, charter.schools@state.nm.us, Room 301, 300 Don Gaspar, Santa Fe, NM 87501

Name of State-Chartered School: J. Paul Taylor Academy Current Number of Governing Body Members: 7

Date submitted: 7/5/2018 Contact Name: Stephanie Haan-Amato E-mail: stephanie.haan_amato@jpaultayloracademy.org

Governing Board Member Name	Governing Board Member's Current Personal Contact Information: Address/Phone Number/Email Address	Action	Date of Action	Reason for removal or resignation	Term of Service
Yvette Turtieta	Personal information released for agenda yturtieta@jcdhnm.org	Choose an action. <i>Resignation</i>	1/31/2018	Voluntarily resigned because of time commitment	From: 3/15/2017 To: 1/31/2018
Click here to enter Board Member name.	Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.
Click here to enter Board Member name.	Click here to enter address. Click here to enter phone number. Click here to enter email address.	Choose an action.	Click here to enter a date.	Click here to enter Board Member name.	From: Click here to enter a date. To: Click here to enter a date.

Original Signature of Governing Council President or Designee:

Printed Name of Governing Council President or Designee:

Stephanie Haan-Amato Date: 7/5/18
STEPHANIE HAAN-AMATO

Yvette Turrieta
3335 Mercury Lane
Las Cruces, NM 88012

01/31/18

Mr. Eric Ahner
Executive Director
John Paul Taylor Academy
402 West Court Avenue
Las Cruces, NM 88005

Dear Mr. Ahner,

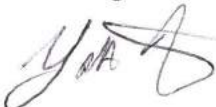
It is with regret that I am writing to inform you of my decision to resign my position on the Board of John Paul Taylor Academy, effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Board, and I feel it is best for me to make room for someone with the time and energy to devote to the job.

It has been a pleasure being a part of the John Paul Taylor board. I am so proud of all we have accomplished, and I have no doubt the board will continue these successes in the future.

If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.

Best Regards,

A handwritten signature in black ink, appearing to read 'YAT', with a stylized flourish extending from the end.

Yvette Turrieta



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



402 W. Court Avenue, Building 2 Las Cruces, NM 88005 ❖ 575-625-4006

July 9, 2018

Charter Schools Division
Public Education Department
300 Don Gaspar
Santa Fe, NM 87501

To Whom it May Concern:

This letter is to request 30-day extensions for the two current vacancies on the J. Paul Taylor Academy Governance Council.

According to a letter dated July 5, 2018 from Laurel Pierce, we must fill the vacancy created by the resignation of Suzan Martinez de Gonzales by August 9, 2018 and the vacancy created by the resignation of Richard Hernandez by August 14, 2018. We would be grateful for a 30-day extension beyond these dates.

Please consider our request so that we may have adequate time to continue to recruit qualified, high-quality candidates for our vacancies.

Please contact me at stephanie.haan_amato@jpaultayloracademy.org if you have any questions or there is anything further the Governance Council must do.

Sincerely,

Stephanie Haan-Amato
Governance Council Chair



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

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

July 10, 2018

Stephanie Haan-Amato
J. Paul Taylor Academy
402 W. Court Ave. Bldg. 2
Las Cruces, NM 88005

Dear Ms. Haan-Amato:

Thank you for your letter of July 9, 2018 in which J. Paul Taylor requested an extension to designate Board Members to fill vacancies on the J. Paul Taylor Governing Body. The school's contract with the Public Education Commission (PEC) requires that the school fill any vacancy on its governing body no later than 45 days from the vacancy or seek an extension for such appointment from the Authorizer in writing.

J. Paul Taylor has been granted extensions until September 8th and September 13th to designate two (2) new members to fill the vacancies created by the resignations of Suzan Martinez de Gonzales and Richard Hernandez. If the vacancies are not filled within the time granted as an extension, the school will be added to the PEC's agenda for consideration and potential corrective action.

If the school cannot, or does not want to fill either of the vacancies, the governing board may vote to close the position(s) in an open meeting. If the board chooses this option, the position(s) will remain closed for the remainder of the fiscal year (until July 1, 2019), at which point, the school may choose to reopen the position(s).

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Dolores L. Archuleta".

Dolores L. Archuleta
Options for Parents and Families

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the J. Paul Taylor Academy, located in Las Cruces, New Mexico.

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of J. Paul Taylor Academy's application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE J. Paul Taylor Academy GIVE THE FOREGOING STATEMENT THIS 18 DAY OF July, 2018.

1. _____
[signature]
____Stephanie Haan-Amato_____
[print]
2. _____
[signature]
____Arthur Berkson_____
[print]
3. _____
[signature]
____Robyn Rehbein_____
[print]
4. _____
[signature]
____Martin Lopez_____
[print].
5. _____
[signature]
____Sherry Booth_____
[print]

Attach additional pages if membership exceeds five

6. _____
[signature]
____ Janet Acosta _____
[print]

7. _____
[signature]
____ Carrie Hamblen _____
[print]

8. _____
[signature]

J. PAUL TAYLOR ACADEMY
CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you; are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

Arthur Bepko

(print)

2. Capacity: ☒ governing body member ☐ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member _____

(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☒ YES ☐ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

N/A

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☒ YES ☐ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

N/A

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could be valued

in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☒ YES ☐ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

N/A

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☒ YES ☐ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

N/A

(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☒ YES ☐ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

I AM ON THE GOVERNING BOARD & MY WIFE, REBECCA, IS PRESIDENT OF THE FOUNDATION.

(attached additional pages, if necessary)

I, ARTHUR BANKOV, hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.


Signature

7/9/18
Date

J. PAUL TAYLOR ACADEMY CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you; are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

JANET ACOSTA
(print)

2. Capacity: ☒governing body member ☒governing body committee member ☐head administrator ☐business manager ☐staff/faculty member JAC member
(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☐YES ☒NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☐YES ☒NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

I, J. Paul Taylor, hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.

Signature

Date

J. PAUL TAYLOR ACADEMY CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you: are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

(print)

Robyn Rehbein

2. Capacity: ☒ governing body member ☐ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member

(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☐ YES ☒ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☐ YES ☒ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

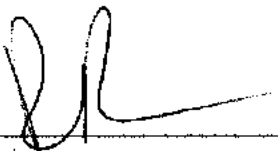
(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

I, Robyn Lenben hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.



Signature

7/6/2018

Date

J. PAUL TAYLOR ACADEMY CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you; are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

Martin Lopez JR.

(print)

2. Capacity: ☒ governing body member ☒ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member _____
(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☐ YES ☒ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☐ YES ☒ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

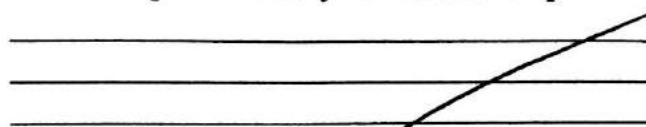
If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:



(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

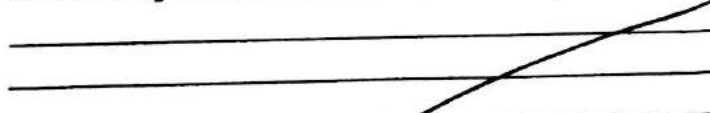
If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:



(attached additional pages, if necessary)

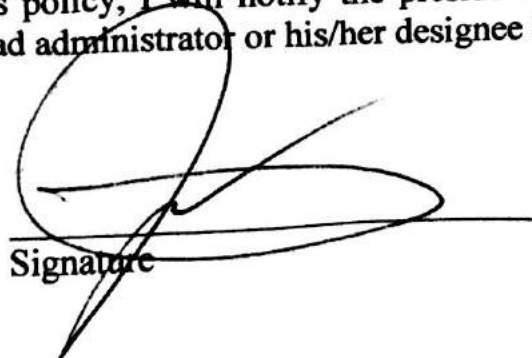
7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:



(attached additional pages, if necessary)

I, Martin Lopez JR, hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.



Signature

9/13/18
Date

J. PAUL TAYLOR ACADEMY

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

STEPHANIE HAAS-AMATO
(print)

2. Capacity: ☒ governing body member ☐ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member _____
(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☒ YES ☐ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

Science education classroom programs provided by my employer, the Asanbro Institute for Science Education (non profit)
(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☒ YES ☐ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

my employer collects payment from J. Paul Taylor Academy for classroom programs. I am employed by the Asanbro Institute for Science Education
(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

I, STEPHANE HAAN-AMATO hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.

Stephanie Haan-Amato
Signature

7/5/18
Date

J. PAUL TAYLOR ACADEMY CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you; are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

Shaharazad McDowell Booth
(print)

2. Capacity: ☒ governing body member ☐ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member _____
(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☐ YES ☒ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☒ YES ☐ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

Polly Kamali is the treasurer of the JPTA foundation. Mrs. Kamali is my sister.

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

I, Sheherazad Booth hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.


Signature

7/18/18
Date

J. PAUL TAYLOR ACADEMY

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- Spouses, fathers, fathers-in-law, mothers, mothers-in-law, brothers, brothers-in-law, sisters, sisters-in-law, sons, sons-in-law, daughters, daughters-in-law, other relatives by blood or marriage, or domestic partners;
- Any corporation or organization of which you; are a board member, an officer, a partner, participate in management of, are employed by, contract with, or are directly or indirectly, a debt holder or the beneficial owner of any class of equity securities; or
- Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. Name of employee or governing body member:

CARRIE HAMBLIN
(print)

2. Capacity: ☒ governing body member ☐ governing body committee member ☐ head administrator ☐ business manager ☐ staff/faculty member _____
(position)

3. Have you or any of your affiliated persons provided services or property to J. Paul Taylor Academy in the past year? ☐ YES ☒ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated persons and your relationship with that person:

(attached additional pages, if necessary)

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which J. Paul Taylor Academy was or is a party. (e.g. vendor contracts, equipment or real property leases, etc.) ☐ YES ☒ NO

If yes, describe the transaction(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from J. Paul Taylor Academy or as a result of your relationship with J. Paul Taylor Academy any benefits that in the aggregate could

be valued in excess of \$1,000, that were not or will not be compensation directly related to your duties to J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving J. Paul Taylor Academy? ☐ YES ☒ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

7. Are you aware of any other events, transactions, arrangements, or other situations that have occurred or may occur in the future that you believe should be examined by J. Paul Taylor Academy's governing body in accordance with the terms and intent of J. Paul Taylor Academy's Conflict of Interest Policy? ☐ YES ☒ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

(attached additional pages, if necessary)

I, CARRIE HAMBLEN, hereby confirm that I have read and understand J. Paul Taylor Academy's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the president of the J. Paul Taylor Academy's governing body or the head administrator or his/her designee immediately.

Signature -

Date

6/14/18

Additional Note: The chair of the Green Chamber of Commerce is the brother of the JPTA Executive Director. The JPTA Executive Director's sister-in-law is also on the LCGCC Board. However, I do not see this impacting my decisions or functioning on the JPTA Governing Council.

J. PAUL TAYLOR ACADEMY CONFLICT OF INTEREST DISCLOSURE STATEMENT

2

JPTA RESOLUTION NO. 07-20-161

A RESOLUTION PROVIDING FOR DETERMINATION OF REASONABLE NOTICE OF MEETINGS OF THE J. PAUL TAYLOR ACADEMY (JPTA) GOVERNANCE COUNCIL.

WHEREAS, the J. Paul Taylor Academy Governance Council met in regular session at J. Paul Taylor Academy, located at 402 W Court, Building 2, Las Cruces, NM on this 18th day of July, 2018, at 6:30 p.m. as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the J. Paul Taylor Academy Governance Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the J. Paul Taylor Academy Governance Council that:

1. All meetings shall be held at J. Paul Taylor Academy at 6:30 p.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the 3rd Wednesday. The agenda will be available at least seventy-two hours prior to the meeting at the J. Paul Taylor Academy website, jpaultayloracademy.org. Notice of any other regular meetings will be given ten days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the Chairperson or a majority of the members upon three days notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The J. Paul Taylor Academy Governance Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the members upon seventy-two hours notice,

unless threat of personal injury or property damage or substantial financial loss requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.

5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed on the J. Paul Taylor Academy website, jpaultayloracademy.org. Copies of the written notice shall also be mailed and/or e-mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed on the J. Paul Taylor Academy website, jpaultayloracademy.org. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. In addition to the information specified above, all notices shall include the following language: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the J. Paul Taylor Academy Administrative Offices at (575) 652-4006 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the J. Paul Taylor Academy Administrative Offices at (575) 652-4006 if a summary or other type of accessible format is needed.

8. The J. Paul Taylor Academy Governance Council may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the J. Paul Taylor Academy Governance Council taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting. A roll call vote will be used to move into a closed meeting.

(b) If a closed meeting is conducted when the J. Paul Taylor Academy Governance Council is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the J. Paul Taylor Academy Governance Council in an open public meeting.

DONE and APPROVED this 18th day of July, 2018.

APPROVED:

Stephanie Haan-Amato, Chair

ATTEST:

Robyn Rehbein, Secretary



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



Director's report

July 18, 2018 Governance Council Meeting



Report Items



- Current Enrollment
- Staff Professional Development Days
- New hires/Music Program Update
- Morning Assembly

Enrollment-**Current year**

As of July 12, 2018

197 Students Enrolled (159 on Current Waiting List)

2018-19 Enrollment

20 – Kindergarten

19 – 1st Grade

23 – 2nd Grade

23 – 3rd Grade

21 – 4th Grade

24 – 5th Grade

130 – Elementary Total

23 – 6th Grade

22 – 7th Grade

22 – 8th Grade

67 – Middle School Total



Demographics



- 95 Female students to 100 Male students
- 96 Hispanic
- 88 Caucasian
- 3 Asian
- 5 African-American
- 1 Native-American
- 1 Pacific Islander

ADDEDUM TO PROFESSIONAL EMPLOYMENT AGREEMENT

THIS PROFESSIONAL EMPLOYMENT AGREEMENT ("Agreement") is made and entered into as of this 18 day of July 2018, by and between J PAUL TAYLOR ACADEMY, a New Mexico nonprofit organization ("JPTA"), and Christy Takacs ("Executive Director"). Subject to Section 3.1 hereof, the term of this Agreement shall commence on June, 1, 2018.

ARTICLE I RECITALS

1.1 WHEREAS, Executive Director is licensed and credentialed as a School Administrator in the State of New Mexico or will be so licensed as of the Start Date;

1.2 WHEREAS, JPTA operates a school in Las Cruces, NM, located at 402 W. Court Avenue, Building 2 Las Cruces, NM 88005 (hereinafter referred to as "school");

1.3 WHEREAS, JPTA desires to employ Executive Director on a full-time basis (i.e., 1.0 FTE) to provide educational management and administrative services to JPTA students, and Executive Director desires to be employed by JPTA, and subject to the terms and conditions set forth in this Agreement; and

1.4 WHEREAS, except as specifically provided otherwise herein, the parties hereto desire that this Agreement supersede all prior discussions, negotiations, agreements and/or contracts between the parties hereto with respect to the subject matter hereof, and that this Agreement constitute the entire Agreement between the parties with respect to the subject matter hereof.

NOW THEREFORE, in consideration of the covenants and premises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the parties hereto, JPTA and Executive Director covenant and agree as follows:

ARTICLE II COMPENSATION AND EMPLOYEE BENEFITS

2.1 Salary.

(A) JPTA agrees that during the Term, JPTA shall pay Executive Director a gross annual base salary of \$88,000 ("Salary"), payable in accordance with JPTA's regular payroll practices. Executive Director's Salary is subject to deductions for Federal and state income tax, social security and other withholdings required by any law or any governmental body. Notwithstanding anything herein to the contrary, JPTA may increase Executive Director's compensation hereunder in the normal course of business without need for written amendment of this Agreement.

2.2 Employee Benefits.

(A) **Health and other insurance.** Executive Director may be eligible to participate in insurance programs offered by JPTA, including group health insurance, life insurance, and disability insurance. Eligibility to participate, as well as all other conditions or terms of such programs, is determined in accordance with plan documents that govern

any such insurance programs.

Paid Time Off. The Executive Director shall receive Personal Time Off and Annual Leave time in accordance with the school's PTO Policy.

Should the Executive Director voluntarily terminate employment prior to the end of the contract period, JPTA will deduct any advanced (but un-accrued) paid time off from the Executive Director's final paycheck.

All requests for sick days off shall be made by Executive Director in accordance with JPTA policies in effect.

2.3 Holidays. The Executive Director shall be entitled to the holidays indicated on the annual school calendar approved by the Governance Council unless emergencies or pressing matters occur that require the Director's presence.

ARTICLE III TERM AND TERMINATION

31 Term. This Agreement shall be effective as of June 1 2018 for 1 year ending June 31, 2018 (the "Term") unless earlier terminated pursuant to this Agreement; provided; however, that if Executive Director has not provided JPTA with all completed paperwork and documentation necessary for JPTA to credential Executive Director (the "Credentialing Documentation") on or before the start date or has not otherwise met any legal or contractual conditions of employment, the term of this Agreement shall not commence and this Agreement shall not be effective until such date as JPTA has received and approved all Credentialing Documentation or all other conditions of employment have been satisfied.

32 Termination By JPTA. JPTA shall have the right to terminate this Agreement and Executive Director's employment hereunder for any reason and at any time, upon ninety (90) days' prior written notice to Executive Director. JPTA may terminate this Agreement immediately, and without notice to Executive Director, for "Cause." For purposes of this Agreement, any of the following shall constitute "Cause":

- (C) The loss of Executive Director's educator license in New Mexico;
- (D) Executive Director's loss of, or failure to maintain, necessary credentials;
- (E) Executive Director's commission of any offense involving moral turpitude under Federal, state or local laws or ordinances;
- (F) Executive Director's death or the declaration by a competent professional medical practitioner selected upon mutual agreement of the parties who is not employed by JPTA of Executive Director's inability to engage in the performance of substantially all of the usual responsibilities of employment as set forth herein due to incapacity resulting from injury, illness, substance abuse, disease, or bodily or mental infirmity which can reasonably be expected to be of a duration exceeding ninety (90) days;

- (G) The falsity of any representation given by Executive Director;
- (H) Any conduct by Executive Director which jeopardizes the health, safety or welfare of any person, or the financial status or business functions of JPTA;
- (I) Failure of Executive Director to comply with reporting obligations; or
- (J) Executive Director's failure to comply with any applicable policies of JPTA or any of the terms of this Agreement.

33 Termination By Executive Director.

(C) Executive Director shall have the right to terminate this Agreement (a) for any reason and at any time, upon one ninety (90) days' prior written notice to JPTA, or (b) upon JPTA's failure to cure a breach by JPTA of any provision of this Agreement within 30 days of receipt of written notice of such breach from the Executive Director.

(D) Notwithstanding anything herein to the contrary, the Executive Director and JPTA acknowledge and agree that it is beneficial to JPTA to receive advance notice of Executive Director's intent to terminate his/her employment hereunder. Therefore, while Executive Director is required by this Section 3.3 to provide JPTA with at least ninety (90) days advance written notice of his/her intent to terminate this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

J Paul Taylor Academy:

By: _____
Stephanie Haan-Amato, Chair Date

EXECUTIVE DIRECTOR

Christy Takacs Date

J. PAUL TAYLOR ACADEMY
Policy Committee Meeting Minutes
5/28/18 • 12:00 pm

In attendance: Sherry Booth, Christy Takacs, Stephanie Haan-Amato

Policy tracking spreadsheet draft

We discussed a draft spreadsheet that we created to track our policies, which lists all 48 policies, gives a short description of each, and provides as much history as possible about each.

Categorization of policies

We decided to categorize the policies to make them a bit easier to find on our website and possibly to set up groups that could be used for the committee's policy review rotation.

The categories we agreed to use are:

- Students: apply to individual students
- School and Academics: apply to academic program, school, or facility
- Governance and Finance: apply to GC, operations, or fiscal

Prioritizing which policies to review this year

The committee looked over the policy tracking spreadsheet to determine which policies should be the focus for review this year. Instead of choosing a category of policies to review, the committee decided to review them based on need. We chose the following 11 policies to review, edit, and submit for a vote to the Governance Council in the 2018-19 school year:

- Textbooks
- Resolving Disputes for Homeless Students
- Academic Oversight Committee
- Parent Advisory Committee
- FERPA
- Discipline and Suspension
- Individualized Allergy Healthcare Plan
- National Board Certification Teachers Stipend
- Complaints
- Food Allergy and Intolerance
- Wellness

Process and timing for working on policies

We agreed on the following process for reviewing, editing, and seeking approval for policies:

- One committee member conducts an initial review and makes edits
- Send to rest of policy committee for review
- Add to GC meeting agenda
- GC reviews/intro at meeting, revise if needed
- Post online for input, revise if needed

- Vote at next GC meeting

Website and document storage

We agreed to reorganize the JPTA Policy homepage and arrange policies on the site by category, as listed in the categorization section above.

To ensure that all policies and related documents are stored in a secure and central location that can be accessed by the whole Governance Council, the committee decided to add them all to the documents folder on the Boardmax website.

Next steps

We agreed on the completion of the following next steps by July 16:

- Upload all policies and policy-related documents that we currently have to Boardmax [Stephanie]
- Start to reorganize website [Stephanie]
- Go through employee handbook and determine which policies should be rescinded when the handbook is approved [Sherry]
- Start on edits for policies to be reviewed at July, August, and September GC meetings
 - Textbooks [Stephanie]
 - Resolving Disputes for Homeless Students [Sherry]
 - Parent Advisory Committee [Stephanie]
 - Discipline and Suspension [Ms. Takacs]
- Make a list of policies of focus for year and a calendar for review by month [Stephanie]
- Recruit a staff person or teacher to be on the committee [Stephanie]

Next meeting date and agenda items

We tentatively set our next meeting for July 24 at 12:00 pm. This may change, dependent upon the availability of the teacher or staff person who joins the committee.

The agenda items for the next meeting will include:

- Review policies that are in the employee handbook to determine whether they should be rescinded when the handbook is approved
- Review initial edits of policies for August and September GC meetings (Resolving Disputes for Homeless Students, PAC, and Discipline and Suspension)
- Discuss policy calendar draft, determine who will conduct reviews of policies on the calendar
- Discuss progress of Boardmax upload and website reorganization
- Discuss whether most future Policy Committee meetings and committee work can occur by email

JPTA POLICY COMMITTEE
2018-19 POLICY REVIEW CALENDAR

POLICY	COMMITTEE REVIEW MONTH	GC MEETING REVIEW MONTH	GC MEETING VOTE MONTH	COMMITTEE PERSON
Textbooks	June	July	July	Stephanie
Resolving Disputes for Homeless Students	June	August	September	Sherry
Parent Advisory Committee	June	August	September	Stephanie
Academic Oversight Committee	July	September	October	
National Board Certification Teachers Stipend	July	September	October	
Discipline and Suspension	July	September	October	Ms. Takacs
Individualized Allergy Healthcare Plan	August	October	November	
FERPA	August	October	November	
Complaints	September	November	December	
Food Allergy and Intolerance	September	November	December	
Wellness	October	December	January	



Board Policy Compliance document

Green, Jessica, PED <Jessica.Green@state.nm.us>

Mon, Jul 2, 2018 at 8:36 AM

To: Stephanie Haan-Amato <stephanie.haan_amato@jpaultayloracademy.org>, Gina Trujillo <gtrujillo@swreacnm.org>

Cc: Christy Takacs <christy.takacs@jpaultayloracademy.org>, Sherry Mcdowell <sherry.mcdowell@jpaultayloracademy.org>

Stephanie,

The following is what each LEA needs to ensure is in place:

A. A policy stating a process for the invitation of Parental and Community involvement in your charter school's adoption process. This is to offer an opportunity for solicited input at the local level.

B. A policy which allows every student to have a textbook for each class that conforms to curriculum and allows every student to take those textbooks home.

The bureau is not requiring a policy be in place stating the expenditure percentage breakdowns because each LEA is required to submit an annual report which the bureau reviews for compliance. We highly encourage charter schools to consider the purchase of state adopted instructional materials, as they have been vetted by New Mexico educators to ensure they align with state content and performance standards.

Please let me know if you have additional questions. I hope have offered the guidance you needed.

Thank you,

Jessica Green

Business Operations Specialist

Instructional Material Bureau

New Mexico Public Education Department

505-827-3845

Jessica.Green@state.nm.us



From: Stephanie Haan-Amato <stephanie.haan_amato@jpaultayloracademy.org>
Sent: Friday, June 29, 2018 8:48 PM
To: Gina Trujillo <gtrujillo@swrecnm.org>; Green, Jessica, PED <Jessica.Green@state.nm.us>
Cc: Christy Takacs <christy.takacs@jpaultayloracademy.org>; Sherry Mcdowell <sherry.mcdowell@jpaultayloracademy.org>
Subject: Re: Fw: Board Policy Compliance document

Hi Jessica,

Thanks so much for the help with J. Paul Taylor Academy's compliance with the Instructional Materials law. We're grateful for the references of the two statutes that you provided. I just have a couple of quick questions about one of them.

I'm working to edit our existing policy to align more carefully with these statutes. The policy will be ready and approved in advance of the August 1 deadline.

My questions are in regard to the following, which I found on page 14, FAQ #3, of the Supplement 9 Administrative Requirements document (<https://webnew.ped.state.nm.us/wp-content/uploads/2017/12/2015-Supp-9.pdf>):

"Charter schools are waived from the 50/50 requirement to purchase a minimum of 50% of their allocation on adopted instructional material. However, their purchases using instructional material funding must meet the definition of instructional materials."

In light of this, does NMSA 22-15-8.B still apply to us (and other charters) fully? It states that we may, "select instructional material for the use of its students from the multiple list adopted by the department," but we aren't actually required to make selections from the multiple list, are we?

1. Should the piece about the multiple list be included in our policy?
2. Are we required to include the parental involvement component?

These are what's missing from our current policy, so I just wanted to be sure that we need them. We appreciate your time.

Thank you very much,

Stephanie Haan-Amato

From: Green, Jessica, PED <Jessica.Green@state.nm.us>

Sent: Thursday, June 28, 2018 7:02 AM

To: Gina Trujillo

Subject: RE: Board Policy Compliance document

Gina,

You need to collect current documentation from your school board stating the below policies are in place. These are requirements based on statute. If perhaps you are a charter under a districts control, then provide the district policy. Please understand this is not about purchasing at all. Proof of purchasing compliance is provided in the instructional material annual report. The proof of compliance to be submitted is specific to the statute below:

NMSA 22-15-8.B

B. Pursuant to the provisions of the Instructional Material Law, each school district, state institution or private school as agent may select instructional material for the use of its students from the multiple list adopted by the department. Local school boards shall give written notice to parents and other community members and shall invite parental involvement in the adoption process at the district level. Local school boards shall also give public notice, which notice may include publication in a newspaper of general circulation in the school district.

NMSA 22-15-9.D

D. The department shall establish procedures for the distribution of funds directly to school districts and state institutions. Prior to the final distribution of funds to any school district or charter school, the department shall verify that the local school board or governing body has adopted a policy that requires that every student have a textbook for each class that conforms to curriculum requirements and that allows students to take those textbooks home.

Review your current policy as if you are a parent/student or community member. Locate the sections regarding textbook adoptions and student access to textbooks. The sections must specifically state the above requirements. Effective dates of the board policy are required with this documentation to ensure they are current. Submit the supporting documentation of this compliance along with the annual report to: IMB.contact@state.nm.us by August 1, 2018.

If a policy is not in place, an email must be sent by the supervising authority to the bureau chief Anthony Burns by Wednesday August 1, 2018. In that communication, an estimated time frame for compliance must be stated.

Please let me know if you have any additional questions.

Thank you,

Jessica Green

POLICY: TEXTBOOKS

J PAUL TAYLOR ACADEMY

www.jaultayloracademy.org

Adoption date: July 18, 2018

J. Paul Taylor Academy (JPTA) has ordered and maintains a textbook for each student in each core class. Lost textbooks are replaced immediately. Students are allowed to take ~~these~~ textbooks home but, unless otherwise specified, are required to bring them back daily for classroom use.

JPTA shall give written notice to parents and other community members and shall invite parental involvement in the textbook adoption process. Written notice may be provided by email, website posting, social media, and/or letter

Legal reference: NMSA 22-15-8.B and NMSA 22-15-9.D

POLICY: SCHOOL-SPONSORED ACTIVITIES

J PAUL TAYLOR ACADEMY

www.jaultayloracademy.org

Adoption date: _____

This policy serves to provide guidelines for the review and approval of student activities sponsored by J. Paul Taylor Academy (JPTA).

I. Definitions

For purposes of this policy, the following definitions shall apply:

1. School-Sponsored Activities – Activities that are planned and conducted by JPTA personnel and approved by the Executive Director. School sponsored activities may take place on or off school property and during or after the Typical School Day.
2. Non-School Sponsored Activities – Activities that don't meet the criteria of School-Sponsored Activities.
3. Elevated Risk Activities – Activities that expose JPTA, its Governance Council, its employees and/or students to *greater risk* of personal injury, property damage, or general liability than those experienced in a typical school setting. These risks are identified by the Executive Director as either “increased”, “managed”, or “high” risk as defined below:
 - a. Increased Risk Activities– School-Sponsored Activities that impose greater risk than those in a typical school setting.
 - b. Managed Risk Activities – Activities that have been identified as *Elevated Risk Activities*, and therefore, have systematically applied and documented procedures and policies consistent with any existing JPTA rules, policies or procedures to reduce associated risks to an acceptable level.
 - c. High Risk Activities - Activities that are identified as too difficult to control and/or monitor and/or beyond the scope of acceptable risk for JPTA, and therefore beyond approval.
4. Typical School Day – Each day that the school is educating students according to the academic calendar and from 8:00 am until 3:15 pm on or off school grounds.

II. Responsibilities

A. School Executive Director

1. All School-Sponsored Activities shall be reviewed, as outlined below, and approved by the Executive Director prior to being scheduled and announced. The Executive Director shall be exclusively vested with the authority to approve and not approve School-Sponsored activities.
2. School-Sponsored Activity Safety Plans must be submitted and approved prior to any trip leaving school grounds.
3. The Executive Director shall ensure that all contracts and agreements are approved in accordance with school policy and established procedures.
4. The Executive Director shall be the signatory on all such contracts and agreements. JPTA will not be financially responsible for, and has no obligation to reimburse, individuals or businesses for contracts or agreements that lack authorized signatures.
5. The Executive Director will be responsible for ensuring that the School Sponsored Activity is consistent with the educational mission of the school, extends learning opportunities to participants, and that participation in the activity is open to all qualified students.

B. Staff Sponsor

1. The sponsor must submit an Activity Request Form and a field trip Safety Plan prior to executing the activity.
2. The staff sponsor shall attend all meetings, functions, or practices of the activity, advise and supervise students, and keep the School Executive Director informed regarding the activity.
3. Permission slips shall be provided to, signed, and collected from guardians of all students attending off-site activities.

C. Review Process

- 1) A JPTA Sponsored Activity Request form to approve an activity must be submitted to the School Executive Director at least two weeks before the proposed activity and include: name of staff sponsor; a description and purpose of the activity; date, time, and place of the activity; cost; any contracts/agreements required for participation in the activity; and any additional information that may assist the administrator in reviewing the request. The sponsor must submit activities that require more time to review and/or develop management plans with sufficient time to process. An approved activity request is an approval only for the activities described in the request. The request form shall have a

statement to that effect. Any deviations from those activities are the responsibility of the Activity Sponsor per the Compliance section below.

- 2) Activities and programs that are excluded from the School's insurance coverage are prohibited.
- 3) The School Executive Director determines whether the activity is an Elevated Risk activity and if so, categorizes it as an Increased, Managed or High Risk Activity. Activities identified as non-Elevated Risk Activities may be approved without further action.
- 4) **Any Activities** that the Executive Director *considers to be potentially High Risk* will be denied.
- 5) The School Executive Director will return a copy of the request or other written approval to the requestor with a mark of approval or denial, or a request for further information. The original request shall be kept for school records.

IV. Non-School Sponsored Activities

- A. Activities that are sponsored by non-JPTA individuals or non-JPTA organizations shall not be planned during the school day, monies shall not be collected in the school, and information concerning the trip shall not be discussed or distributed in the school or during the school day.
- B. The Governance Council and the school shall assume no responsibility or liability for non-school sponsored activities.
- C. Employees shall not, during the regular school day, participate in, advertise, promote, or enroll students for non-school sponsored activities, non-school sponsored travel-study programs, or non-school sponsored trips.
- D. Employees shall not use school system funds, resources, or equipment to advertise, promote, or enroll students for non-school sponsored activities.
- E. Travel agencies or other organizations that are not established as school sponsored business partners shall not be permitted to come into school for the purpose of advertising, promoting, or enrolling students for non-school sponsored travel-study programs or trips.
- F. Nothing in this policy will preclude an established school-sponsored business partnership from disseminating materials about such programs as long as the materials clearly indicate that the activity is not affiliated with, sponsored by, or endorsed by J. Paul Taylor Academy.
- G. Students who participate in a non-school sponsored activity and who are absent during all or part of the school day shall be counted as unexcused absent unless the Executive Director grants permission prior to the activity per the JPTA attendance policy.

V. Compliance

All employees are responsible for adherence to School policies, rules, and procedures as established here, and when entering into contracts and agreements for School-Sponsored Activities.

VI. Records

All school-approved activities shall be kept on file for a minimum of two years.

Comment [SH1]: How does this differ from the current form?

Comment [SH2]: Update with a realistic deadline. A deadline should be included.

J. PAUL TAYLOR ACADEMY SCHOOL-SPONSORED ACTIVITY REQUEST

(STAFF SPONSOR: COMPLETE THIS PAGE) (AT LEAST TWO WEEKS BEFORE THE PROPOSED ACTIVITY)

Requestor Name:

Activity Start Date/Time:

Activity End Date/Time:

Place of Activity:

Activity description

Activity purpose as it relates to the JPTA program

Activity/Process

Projected Cost Calculation:

Required contract or Agreements Description:

Other Information for Review:

Requestor

I understand that an approval for this activity is only for the activity as described. I am responsible for any activity that occurs outside the approved activity as described.

Staff Sponsor Signature: _____

Date: _____

J. PAUL TAYLOR ACADEMY SCHOOL SPONSORED ACTIVITY REQUEST

Policy: School-Sponsored Activities Page 5

(SCHOOL EXECUTIVE DIRECTOR: COMPLETE THIS PAGE)

Activity Sponsor:

Activity Start Date/Time:

Activity End Date/Time:

Place of Activity:

Risk identification

This activity is an "Elevated-Risk Activity" as defined by the JPTA RMGSchool-Sponsored Activities Policy:

Yes ☐ No ☐ If yes, I further identify this activity as:

☐ **Increased Risk** -Activities that expose the School, the Governance Council, its employees and/or students to greater risk of personal injury, property damage or general liability.

☐ **Managed Risk** - Activities that the RMCExecutive Director has pre-identified as Elevated Risk Activities, and therefore, has systematically applied and documented procedures and policies consistent with the JPTA RMGSchool-Sponsored Activity Policy to reduce associated risks to an acceptable level.²² Requestor: Please review the following JPTA document relevant to this activity:_____

☐ **High Risk** -Activities identified as too difficult to control and/or monitor and/or beyond the scope of acceptable risk for JPTA, and therefore beyond approval.

Executive Director approval

(High-Risk Activities cannot be approved)

☐ I approve this Activity.

☐ I approve the Activity contingent on implementation of the following measures:_____

☐ Please provide further detail as described and re-submit a **new** Request:_____

☐ I deny approval for this Activity.

Signature:_____Date:_____

Activity Date

Activity

Activity Safety Plan

	Activity Date	Activity Time	Transportation
Start:	<input type="text"/>	<input type="text"/>	<input type="text"/>
End:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Lead Staff: _____ Activity Requested By: _____

Other Staff and Adults on the Activity: _____

Emergency Contact #1 & phone number: _____ PH: _____

Emergency Contact #2 & phone number: _____ PH: _____

Safety Trained Staff: _____

Nearest Hospital: _____ PH: _____

Contract(s) Needed? Yes / No - If Yes, List: _____

Check(s) Needed? Yes / No - If Yes, List: _____

Total Activity Cost Estimate: \$ _____

Describe any staffing and supervision details that will help explain how safety is increased:

Transportation – Is transportation needed? Yes / No - If Yes, complete this section

Type of transportation: _____

Who will make these plans? _____

Is ADA Transport Necessary? Yes / No - If yes, state the plan below.

Indicate the time that the transportation is will arrive to school and return to school above

Other Transportation Notes:

Place check below to indicate that you have the indicated item(s).

Student Med Forms: _____	Notebooks: _____	<u>Student Needs</u>
Contact List: _____	Clipboard(s): _____	Journal: _____
Permission Slips: _____	Camera(s): _____	Sunscreen: _____
1 st Aid Kit: _____	Water: _____	Raingear: _____
Walkie-Talkies: _____	Maps: _____	Jacket: _____
Toilet Paper: _____	Other Gen. Needs: _____	Hat: _____
Sunscreen: _____	Student Water: _____	Other: _____
Rain Gear/ Equip: _____	Student Food: _____	

Notes:

Safety Plan Approval Status: Approved / Needed

Executive Director's Signature: _____ **Date:** _____

The Executive Director's signature on this safety plan indicates that this school activity has been approved and that this document serves as the activity "trip ticket."

<<< Sign Below AFTER the Trip >>>

Please sign below indicated that the safety plan has been successfully implemented. In the event that it was not, please provide a written incident/statement explaining what occurred.

Lead Staff Signature:

POLICY: INTERNAL CONTROL

J. PAUL TAYLOR ACADEMY

www.jpaulytayloracademy.org

Adoption date: Under Review, 2017-18

The J. Paul Taylor Academy (JPTA) will establish procedures to provide a reasonable assurance that the school will accomplish its objectives of safeguarding assets, providing reliable financial information, promoting operation efficiency and insuring compliance with laws, regulations, and established school policies and procedures. JPTA's internal control policies will include:

Personnel: The Executive Director will recruit properly certified personnel for the position of Business Manager (BM). The BM and Executive Director will train the staff regarding the established policies and procedures governing all financial transactions and securing equipment and materials purchased for the school.

Deleted: Head Administrator (HA)

Deleted: HA

Segregation of Duties: The BM, Executive Director, GC Treasurer and GC Audit chair will have access to the Financial Management System. Segregation of duties including staff completing a purchase requisition, the Executive Director approving purchase requisitions, the BM generating the PO and entering financial transactions into the Financial Management System and the Secretary receiving and rectifying invoices and receipts will insure that multiple staff members are aware of all purchases.

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Transaction Authorization: If the Executive Director determines that the requested purchase supports the mission and goals of the Academy, and the BM verifies that money is available in the proper account, the BM will generate a PO and give it to the Executive Director.

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Deleted: Head Administrator

Transaction Recording: All POs will be recorded at the time of authorization. The BM will be responsible for the classification of purchases to the appropriate accounts. POs will be printed on official school forms and sequentially numbered with the number logged at the time of issue. Any PO that is voided will be marked as such and kept on file.

Record Reconciliation: The BM will reconcile bank statements and other financial records monthly. All discrepancies found during the reconciliation process will be researched and corrected by the BM at the time they are detected. The HA and the Governance Council Finance Committee will be required to review all bank statements and reconciliations on a monthly basis.

Journal Entries: All Journal entries will be entered by the Business Manager after review and approval by the Executive Director.

Audit: The yearly audit will insure compliance with the Public School Finance Act, Sections 22-8-1 through 22-8-42, NMSA, 1978, Budget Preparation and Maintenance Standards, NMPED Regulations, Public School Accounting and Budgeting Supplement 6, Manual of Procedures, and New Mexico State Auditor Rules and Regulations pertaining to audits of state and local government divisions.

Records Retention and Disposition: JPTA will follow State Records Center rules in determining the retention and disposition of school records. Records will be retained for at least five (5) years or until any litigation, claims, or audit exceptions have been resolved. Records of federal funds will be maintained for five (5) years following the completion of the funding period in accordance with 20 USC 12327. All financial records and documents will be stored in fire and theft proof vaults or

cabinets. Financial record books and annual reports will not be destroyed. The following SRC rules will be adhered to: 1 NMAC 3.2.90.20; 93-09, July 31, 1994; 1 NMAC 3.2.90.30; and 92-08, May 7, 1993.

System Descriptions:

Budget

All staff members will be invited to participate in the budget development process under the direction of the Executive Director, and an open forum will be conducted with JPTA parents and interested parties. At least one Governance Council Member will be part of the process to insure transparency and understanding.

Deleted: HA

JPTA will identify a financial accounting software that best meets the school's management needs. The financial system must be maintained using an accrual basis.

JPTA in accordance with GASB 34, will prepare financial statements using full accrual accounting. JPTA will also apply depreciation requirements for its fixed assets as required by GASB 34. The selected software must fulfill this requirement.

The operating budget will be submitted to the Governing Council at least ten (10) days prior to the date scheduled for questions, discussion and approval. Once approved, the operating budget will be submitted to the New Mexico Public Education Department (NMPED) pursuant to the Public School Finance Act and the 1999 Charter Schools Act.

Budget adjustments which do not alter the total amount of the budget will be processed as follows:

Intra-Budget Transfers: Transfers between expenditure codes within the same function will be presented to the Governing Council for approval. Once all approvals are in place, the change will be recorded in the Financial Management System as an adjustment to the original budget.

Inter-Budget Transfers: Transfers between expenditures codes outside of the same function will be presented to the Governing Council for their approval. Once that has been granted, these transfers will be submitted to the NMPED for approval. Once all approvals are in place, the change will be recorded in the Financial Management System as an adjustment to the original budget.

Payroll

The Executive Director is responsible for monitoring the employment status of employees, authorizing salaries, initiating employment contracts, and maintaining the staffing levels approved in the annual budget by the Governance Council. The approved employment contracts and the salary worksheets prepared for payroll by the BM will be entered into the Employee Management System. Any extra-hours agreements must be approved by the Executive Director prior to the completion of the tasks as well as when tasks are completed. The extra-hours earnings will be included in the next regular payroll check the employee receives if at all possible. Records of salary worksheets and extra-hours agreements will be kept in employee files as well as employee contracts, certification records, employee eligibility verification, state and federal withholding allowance certificates, Educational Retirement Account plan application and direct deposits.

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Absentee Reports will be approved by the Executive Director each Friday and these reports will be submitted to the BM to update employee leave balances. Leave taken without sufficient leave balances will constitute leave without pay and will be proportionately deducted from the next regular payroll check.

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All insurance and other deductions will be submitted to the Executive Director on the proper forms. And records of these deductions will be kept by the BM in employee files.

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The BM will insure that the correct income and social security taxes are withheld and that these funds are remitted within fifteen (15) days of the pay period. The BM shall notify the Executive Director in writing within three days of the deposit of state and federal withholding taxes to the respective governmental entities.

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Purchasing

The purchasing process will be initiated by the staff member submitting the required, purchase requisition to the Executive Director for review and approval and concluded upon payment to the vendor. Please see procurement process for a detailed explanation of the process.

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Encumbrances

The amount of each PO will be recorded as an encumbrance on the Financial Management System by the BM when the PO is issued until the order is complete and ready for payment.

Receiving

A copy of the receipt or invoice will be signed by the Secretary to document the receipt of the specified goods and to authorize the release of payment to the vendor. This receipt or invoice is then forwarded to the BM and retained for processing.

Accounts Payable

The BM will match the signed vendor invoice or receipt to the encumbrance copy of the PO. Once the documents are matched, the items invoiced will be matched to the items listed on the approved purchase order. The account distribution will be verified and any necessary changes noted on the invoice. The BM will retain all vendor invoices.

The BM will verify each invoice or receipt by checking extensions, discounts and freight terms. The BM will enter each invoice to be paid in the designated fund. An edit listing will be generated from the Financial Management System and used to verify the accuracy of the information entered for each check. Upon completion of the verification, the check batch is posted and the payable checks printed. The financial management system will generate a check register, a schedule of checks to be written and a remittance advice report. A check register by fund will be generated.

The BM will verify the checks against the ledger and forward them to the Governing Council Treasurer or, in his/her absence, an authorized check signer to get the second required signature.

Receipts and ledgers will be available for review at all times

As indicated, all bank accounts will be reconciled on a monthly basis by the BM. The BM, the Executive Director and the Governance Council Finance Committee will verify and approve the bank reconciliations and make any adjustments necessary to the general ledger.

Deleted: HA

Travel

Employees and Governance Council Members of the school may be entitled to reimbursement of registration fees, mileage, per diem and other costs associated with authorized trips for official school business if the request has been made in advance and the Executive Director has signed a leave request indicating the sum eligible for reimbursement. The Executive Director retains a copy of the request.

Deleted: HA

Deleted: request indicating

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The Executive Director must authorize all reimbursement for in-state or out-of-state travel. Reimbursements will be processed in accordance with the Per Diem and Mileage Act, as outlined in DFA regulations. All receipts for out-of-pocket expenditures for transportation, registration, and miscellaneous expenses will be required for reimbursement. Any meals and/or lodging costs included in the registration fee will be deducted from the per diem reimbursement. The reimbursement cannot exceed the amount on the leave request. Every reasonable effort will be made to provide the reimbursement checks on the next payroll date.

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Handling of Cash

Money given to members of staff or representatives of J. Paul Taylor Academy by pupils or the general public immediately becomes 'public money' and must be accounted for in the Academy's accounting system. Staff members should always advise administration of the potential collection of public money and should always seek their advice should they be in any doubt as to how to apply this policy and procedure. These guidelines apply to all types of receivables, including currency, coin, paper checks, or money orders, collected for any activity such as field trips, fundraisers, etc.

All student activity receipts must be turned over to the school Secretary or Head Administrator for deposit by the end of each school day. Any funds collected must be deposited within 24 hours. If an event occurs after hours or on weekends, prior arrangements must be made to turn all monies collected in to the Head Administrator or designee immediately following the event.

Under no circumstances may student activity funds be stored overnight in an office or classroom, be brought home, be left in a vehicle, or be deposited into a non-school bank account.

Any checks collected must be made payable to J. Paul Taylor Academy. Checks and money orders may not be made payable to a specific student or employee. Checks must be written for the correct amount (we cannot give change), and may not be postdated. All checks require a name, address, and original signature.

Funds collected may not be used for "petty cash" purposes; all monies collected must be banked through the front office into school accounts and apportioned as appropriate through the Academy's established purchasing procedures. If expenses are incurred in preparation for an event, an itemized receipt and reimbursement request must be turned in to the Executive Director. Upon approval the Business Manager will issue a reimbursement check.

Deleted: Head Administrator

All monies collected must be turned in with a cash reconciliation sheet that will be signed by both the person turning in the funds and the office staff person receiving the funds. All funds must be turned in "intact", meaning you may not substitute a check for cash or vice versa.

Accounts Receivable

The BM will be responsible for billing and monitoring the collection of all amounts due from outside agencies, as approved by the HA.

The BM will be responsible for tracking and verifying the cash balances for all federal, state, and other grants and contracts awarded to JPTA. The BM will prepare the required cash requests, reimbursement reports and invoices necessary for collection of amounts due for various programs, as approved by the HA.

Petty Cash

No petty cash fund will be used by JPTA.

Safeguarding Material Items

Fixed asset inventory records will be maintained by the BM. The inventory database will include asset number, a description of the item, the serial number, the purchase number, the acquisition date, the fund code, and its location. The Executive Director and BM will sign the certification of the annual inventory.

Deleted: HA

Requests for removal of surplus property, deletions, and discards must be approved by the Executive Director. Equipment will not be removed or discarded without proper documentation and Governance Council approval.

Deleted: HA

The Secretary will be in charge of checking keys and/or cards in and out. By signing out a key and/or card, the employee recognizes that he/she is responsible for the key and that it can only be used by a school employee or Governance Council member. Further, the employee recognizes that he/she may be required to rekey the building if he/she loses a key with information that could identify the school.

It is the responsibility of the Executive Director or designee to insure that all doors and windows are locked nightly and any alarm system activated.

Deleted: HA

Special Revenue Funds

All proposals prepared by school staff for special funding will require administrative approval from the HA.

Anti-Donation Stipulation

JPTA will abide by the Constitution's anti-donation clause indicating that state funds may not be used to improve non-state owned property or leased property.

Reports to the NMPED

The Business Manager will insure that reports are submitted to the NMPED on the proper forms in a timely manner.

The general ledger will be submitted to the NMPED no later than 30 days after the end of the school's fiscal year.

The BM, with the assistance of the Secretary if necessary, will prepare the documents required for the external auditors selected by the state. The Academy accepts the responsibility of paying for the audit.

POLICY: POSTING AND DISTRIBUTING MATERIALS IN THE SCHOOL

J PAUL TAYLOR ACADEMY

www.jpaultayloracademy.org

Adoption date: March 11, 2015 (Proposed

Revision February 8, 2018)

I. PURPOSE

To establish a policy at J Paul Taylor Academy regarding distribution/display of promotional or other informational materials from non-JPTA sanctioned groups and organizations inside school buildings and on school property.

All school facilities and school property are intended for and are for the exclusive use of JPTA and its designees for the public purposes associated with education and community activities. No school facilities or school property shall be intended or considered as an open, limited, or other public forum and no person shall have a right to access and use any school facilities nor school property for any purpose other than the intended and authorized public purpose or service. Placement of promotional or other informational materials in school facilities or on school property shall require specific authorization by the JPTA ~~Executive Director~~~~Head Administrator~~ as described below.

II. BACKGROUND

It is appropriate for the school to establish and enforce guidelines for the appropriate posting, distribution and/or display of promotional materials from non-JPTA groups and organizations so that said distribution, display and/or posting does not create a disruption to the school's educational process or school sponsored activities. This policy is also intended to limit burdens and distractions for the school staff.

III. DEFINITION

Non-JPTA group or organization means any group or organization that has not been previously authorized as a "JPTA-affiliated" group or organization by the JPTA Governing Council.

IV. PROCESS

A. J Paul Taylor Academy reserves the right to deny any non-JPTA group or organization the right to distribute, display and/or post any promotional materials.

B. Non-JPTA organizations that meet the above criteria and that wish to distribute promotional materials must obtain prior approval from the JPTA ~~Head Administer~~~~Executive Director~~. Approval requires that the Non-JPTA organization provide a sample of the promotional material at least seven working days prior to its proposed distribution date to the ~~Executive Director~~~~Head Administrator~~ or his/her designee for review.

1. The ~~Executive Director~~~~Head Administrator~~ shall notify the group or organization within five working days after the receipt of the materials of his/her decision as to whether or not the material is approved for distribution, display and/or posting in the school building. Failure to receive a response shall mean the request is denied.
2. The name, address, telephone number and email address of the organization wishing to distribute materials to JPTA students or staff, and the name and title of a representative of the organization, along with the desired date of distribution must accompany the sample of the promotional materials submitted to the school.

C. All non-JPTA organizations are responsible for reviewing this JPTA policy and, if appropriate, to discuss it with the ~~Executive Director~~~~Head Administrator~~ or his/her designee prior to submitting a request for approval to distribute the materials to JPTA students and/or staff.

D. If the material is approved for distribution, display and/or posting, the following rules shall apply:

1. Non-JPTA groups and organizations are not authorized to directly distribute promotional materials to students, parents/guardians or staff on school grounds.
2. JPTA may restrict distribution of promotional materials of organizations to specific times of the school year.
3. The group or organization shall be responsible for:
 - a. printing of the material; and
 - b. bundling of the material into sets of 25.
4. JPTA will not mail promotional materials from non-JPTA groups or organizations to parents/guardians of JPTA students or to JPTA staff.
5. Promotional materials shall be confined to one single sheet of paper no larger than eight and one-half inches by eleven inches in size, unless the Executive Director~~Head Administrator~~ or his/her designee has approved in advance a different size and/or additional pages.
6. All promotional materials approved for distribution to JPTA students and/or staff shall prominently display a telephone number for the organization producing the materials so that parents/guardians and/or staff who wish additional information may obtain it directly from the organization.
7. Promotional material that includes a registration form must prominently display the mailing address, fax number and/or email address of the organization so that the parent/guardian or staff member may mail, fax and/or email the completed form directly to the organization.
8. Organizations are encouraged to distribute/display promotional materials in both English and Spanish languages.
9. Organizations are encouraged to offer scholarships or subsidized fees to low income families if fees are required for participation of students or their parents/guardians in events or activities promoted in distributed materials.
10. Organizations assume the risk that schools will not distribute time-sensitive promotional material on or before a desired date.

Policy: Posting and Distributing Materials in the school Page PAGE * MERGEFORMAT 2

11. All materials must contain the following statement, “[name of organization] is not a JPTA affiliated or sponsored organization and JPTA does not necessarily sanction, endorse, require or encourage participation in the activities, products or messages provided herein.”

E. J Paul Taylor Academy shall not distribute or display communications of outside organizations that would, in the judgment of the Executive Director~~Head Administrator~~ or his/her designee:

1. Cause JPTA to violate state or federal laws.
2. Promote discrimination against any person or group on any basis, including without limitation gender, race, sexual orientation, religion, national origin or ethnicity, or disability.
3. Promote illegal activity of any kind.
4. Contain words, symbols or images that would be regarded as lewd, obscene, vulgar or plainly offensive if communicated by a student on school grounds.
5. Defame any person or organization.

6. Threaten serious disruption of the school's educational process or school sponsored activity.
7. Solely promote a particular political group, issue, candidate or activity. Nor shall any political signage be posted on any school district property.
8. Solely promote a particular philosophy, ideology, attitude, viewpoint or belief.

POLICY: EXECUTIVE DIRECTOR END OF THE YEAR REVIEW & EVALUATION

J PAUL TAYLOR ACADEMY

www.jpaultayloracademy.org

Adoption date: _____

2017-18 Revision, Proposed 1/24/18

Procedure:

1. The Executive Director will compile and provide the Governance Council materials describing progress toward or accomplishment of established goals and objectives as well as goals for the coming evaluation period.
2. The Governance Council will individually evaluate the Executive Director's performance. The standard criteria upon which the Executive Director's performance is evaluated and associated rating scales are described in Exhibit "A". The council may include other performance criteria at its discretion with advance notice to the Executive Director.
3. The Governance Council will assemble in a closed meeting without the Executive Director to review and discussed the Executive Director's performance. Individual evaluations and council input will be discussed. Consensus will be reached on a single evaluation to reflect the sum of all participating council input. Suggested meeting procedures are listed below:
 - a. Each council member is asked to comment on the Executive Director's performance, including what is going well and what he or she would like to see changed.
 - b. The Executive Director Evaluation & Support Committee Chair facilitates a discussion, seeking to reach a council consensus on the Executive Director's overall performance and on particular items of importance.
 - c. When there is disagreement among council members on an area of the Executive Director's performance or on some specific issue, the Chair asks each council member to comment, so that everyone hears all perspectives.
 - d. The Chair seeks a council consensus (not necessarily unanimous) on the Executive Director's performance on this item, so that the entire Governance Council and the Executive Director are clear on the Governance Council's position.
4. The Executive Director will be invited to join the Executive Director Evaluation & Support Committee in the closed session to review and discuss the cumulative evaluation. The final written evaluation should be completed and delivered to the Executive Director within 30 days of the evaluation meeting. The evaluation is not considered a public document and therefore will remain confidential by all participants.
5. At a regular meeting of the Governance Council following the closed session, the Governance Council will read the closed meeting notice as well as take any official action considered upon during the evaluation session.

Executive Director Performance Evaluation

Exhibit "A"

Current Evaluation Period: July 1, 20 to June 30, 20

Prepared by Governance Council Member: _____ Date Prepared: _____

- Each member of the Governance Council should complete this evaluation form, sign it in the space below, and present it for discussion with other council members in closed session.
- The deadline for submitting this performance evaluation is _____.
- Evaluations will be summarized and included on the agenda for discussion at the closed personnel meeting on _____.

Governance Council Member's Signature _____ Date _____

INSTRUCTIONS:

This evaluation form contains ~~ten~~twelve (~~10~~12) categories of evaluation criteria. Each category contains a statement to describe a standard in that category. For each statement, use the following scale to indicate your score of the Executive Director's performance.

- 5 = ~~Excellent~~ (almost always exceeds the performance standard) Exemplary
- 4 = ~~Above Average~~ (generally exceeds the performance standard) Highly Effective
- 3 = ~~Average~~ (generally meets the performance standard) Effective
- 2 = ~~Below Average~~ (usually does not meet the performance standard) Minimally Effective
- 1 = ~~Poor~~ (rarely meets the performance standard) Ineffective

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly. Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. Submit the completed evaluation to the Executive Director Evaluation & Support Committee Chair by the established deadline.

PERFORMANCE CATEGORY SCORING:

1. DEMONSTRATING INTEGRITY

- _____ Deals with others in a timely, straightforward, honest and ethical manner, treating
_____ others with dignity and respect.
- _____ Behaves in a way that supports JPTA's charter, vision, and values.
- _____ Admits mistakes and takes timely corrective action.
- _____ Exemplifies ethical and professional conduct by following the Code of Professional
_____ Conduct, JPTA policies, NMPED rules and other standards of behavior
_____ applicable to the position of Executive Director.
- _____ Conducts diligent and thorough research and evaluation of school matters.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

2. CULTIVATING A CULTURE OF EXCELLENCE

- _____ Creates and maintains a culture that promotes ~~student~~ achievement ~~for all students, in which all students~~
~~and staff are encouraged to put forth their best effort.~~
- _____ ~~Complies with compulsory attendance laws and follows intervention steps outlined in JPTA's Compulsory~~
~~Attendance Policy~~ ~~Makes JPTA a place where staff and students are all committed to putting forth their best effort~~
~~as a key to achievement.~~
- _____ Demonstrates commitment to effective communications and conflict resolution.
- _____ Consistently evaluates and proactively improves processes, programs, and services for greater effectiveness,
efficiency and value.
- _____ Promotes JPTA's achievements within the JPTA community and within the surrounding Las Cruces
community.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

3. LEADING THE EDUCATIONAL PROGRAM

_____ Demonstrates thorough knowledge of effective curriculum, assessment, and instructional practices to ensure student success.

_____ Ensures that JPTA uses performance data to assist in decision-making and curricular planning.

_____ Ensures there is a standards-based curriculum complete with scope and sequences for all subjects taught at every grade level in coordination with Project Based Learning.

_____ Ensures all teachers regularly use assessment data to plan curriculum, lesson plans, meet individual student needs, and make daily instructional decisions through the use of Project Based Learning, e.g. using short-cycle assessment data to show growth in reading and math.

_____ JPTA's structure and staffing ensures that special student populations are making progress in their education programs and their rights are protected.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

4. DEVELOPING AND LEADING STAFF

_____ Recruitment – attracts and selects high performing staff and leadership.

_____ Staff culture – creates a staff culture and work environment in which highly effective staff members are actively engaged and feel connected to JPTA and its charter.

_____ Professional Development – develops, maintains, and regularly reviews and revises systems and practices that improve staff ability to increase student achievement.

_____ Staff Retention – successfully retains top performers. Creates an environment where staff are committed to long tenure and would recommend working at JPTA to others.

_____ Creates an environment/culture that embraces professional growth and provides multiple opportunities for professional development for all staff members.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

5. MANAGING ORGANIZATIONAL COMPLIANCE AND ADMINISTRATION

_____ Ensures that JPTA meets and is in compliance with all local, state and federal laws and mandates.

_____ Implements all necessary education requirements, including instructional hours requirements, promotion/retention requirements, content standards, Educational Plan for Student Success (EPSS), and parent surveys. ~~Oversees development and proper functioning of an enrollment and admissions process.~~

_____ Maintains communication with city and state officials, including but not limited to LCPS and the NM PED and the NM Public Education Commission.

_____ Ensures ~~JPTA is administered well with~~ efficient investment of staff time and other resources, employee rights are respected, and that requirements for teachers and staff are met, including proper credentialing.

_____ Provides Governance Council with frequent updates on legislative, funding and compliance issues affecting JPTA and charter schools in general.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

6. BUILDING AND MAINTAINING FAMILY SATISFACTION

_____ Ensures JPTA has frequent, meaningful, and well-attended ways for families to be involved in their child's learning and the school community.

_____ Provides indication of a high level of parent satisfaction with JPTA as evidenced by low student attrition rates and positive parent survey results/feedback.

_____ Listens and responds respectfully to the range of concerns expressed by parents and family members.

_____ Actively promotes parental involvement and volunteerism in the classroom and JPTA activities.

_____ Promotes and encourages student involvement in community outreach programs.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

7. MANAGING FINANCIAL PERFORMANCE

_____ Understands and provides leadership in the areas of financial planning, budgeting, accounting and management of JPTA's financial resources.

_____ Determines the current and future financial resources needed to realize JPTA's charter.

_____ Ensures that clear and accurate accounting, payroll, cash management, and insurance systems are maintained via communication with JPTA's Business Manager.

_____ Provides Governance Council with frequent updates on financial issues affecting JPTA including the annual fiscal audit.

_____ Provides oversight of the JPTA Business Manager and ensures the Governance Council and JPTA staff are adequately informed of financial matters.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

8. ENSURING ADEQUATE FACILITIES

_____ Oversees necessary facilities planning and make recommendations to the Governance Council, including remaining in compliance with the LCPS lease.

_____ Assures the proper maintenance of JPTA's facility and adherence to all local, state, and federal codes.

_____ Ensures the physical environment reflects JPTA's charter and values as well as enhances learning.

_____ Ensures JPTA's physical environment (buildings and grounds) is well-cared for, sanitary, and promotes health and safety.

_____ Adheres to and annually reevaluates JPTA's Safety and Emergency Operations plans.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

9. PARTNERING WITH THE BOARD

_____ Acts as liaison to ensure an effective and timely flow of critical information between the Governance Council and JPTA's staff, teachers, parents and students.

_____ Helps facilitate the Governance Council's governance, composition, and committee structure. Implements Governance Council policies, and recommends policies for Governance Council consideration.

_____ Develops and implements strategic and operational plans to achieve JPTA's charter and vision; allocates resources accordingly.

_____ With input from the Governance Council, ensures the development and ongoing refinement of a long-term strategy; establishes objectives and plans that meet the needs of students, staff and all constituents; ensures consistent and timely progress toward strategic objectives.

_____ Responds well to requests, advice and constructive criticism of the Governance Council.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

10. MATERIAL TERMS OF CHARTER

_____ Ensures that Project-Based Learning is effectively implemented school wide.

_____ Ensures that the Spanish Language Acquisition program is integrated into grades K-5 in a progressive and seamless sequence of language and cultural learning.

_____ Manages an enriching and enjoyable music program, in which all students are able to experience growth.

_____ Oversees an effective art program, in which students learn a variety of art methods in an enjoyable manner.

_____ Ensures that the components of a healthy lifestyle are infused throughout the programs and classrooms of JPTA, such as healthy menu items, daily walks, and Physical Education.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

11. STUDENT AND STAFF SAFETY

_____ Fosters an environment in which all students and employees feel safe.

_____ Develops and ensures compliance with an Approved Safe Schools Plan.

_____ Completes School Health Rules Checklist.

_____ Manages appropriate health services.

_____ Oversees compliance of food service requirements.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

Comment [SH1]: Does this apply to us?

12. OVERALL LEADERSHIP AND PERFORMANCE

_____ Responsible for leading JPTA in fulfilling its charter and goals in accordance with the policies established by the Governance Council.

_____ ~~Responsible for meeting/exceeding the Annual Performance Targets set by the PEC and the materials terms as set forth in JPTA's charter... Provides vision and leadership by example.~~

_____ Develops and implements strategic and operational plans to achieve JPTA's charter and vision; oversees the operation of JPTA, development of staff, allocate resources and ensure proper controls.

_____ Oversees well-being of the entire school by fostering positive and productive relationships across the school and community.

_____ Sets a professional example by handling affairs of JPTA in a fair and impartial manner.

_____ Employs methods and practices to move the school toward earning a grade of B or higher from the NM PED grading system.

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

Sum of all 12 categories: _____ (60 total possible points)

Comment [SH2]: Need to delete an item from this section if we're going to add the school grade item.

Comment [SH3]: Are these from the performance framework? Don't WE set them? (Why does it say PEC?) Can we delete this item since we made sure to include the performance framework items throughout?

NARRATIVE EVALUATION

What would you identify as the Executive Director's strength(s), expressed in terms of the principle results achieved during the evaluation period?

Comment [SH4]: Do we like all of these questions?

What performance area(s) would you identify as most critical for improvement?

What new goal or modification of a current goal would you recommend as a priority for the upcoming year?

What constructive suggestions or assistance can you offer the Executive Director to enhance performance?

What other comments do you have for the Executive Director; e.g., priorities, expectations, goals or objectives for the new evaluation period?

JPTA Facilities Committee
7/16/18 at 7:30 a.m. at JPTA

Attended: Christy Takacs, JPTA Executive Director, and committee members Arthur Berkson, chair, Cindy Settles, Jennifer Rogers, Rebecca Berkson

Guests: Alex Petermeier, Watersmart Landscaping, Bobby Stout, LCPS

1) Watersmart Landscaping Alex Petermeier – Update on Grounds

Sod is getting installed today. It should be complete by this Wednesday 7/18/18. Wifi timer control box is backordered. Electrician came to the site and prepared grounds for electrical work so that wifi timer can be installed. Alex will get a quote soon to Christy for sod in the front.

2) Kids' plan to prevent damage to grass

The grass should not be stepped on for 2 weeks. Alex will put cones and tape around the sod to help enforce students and community members in the area from stepping on grass.

3) Bobby Stout, Executive Director of LCPS Operations

Bobby Stout brought a copy of the lease that JPTA has with LCPS to discuss. He said that according to the lease, LCPS they will handle any issues within the building itself. Grounds and maintenance is the responsibility of JPTA.

The facilities committee was under the understanding from previous meetings with LCPS that LCPS would take financial responsibility for maintaining the grounds once the irrigation and landscaping was in place.

Bobby Stout said if we hire anyone to maintain or make minor improvements on the grounds, they do not need a special certification, like G5, but they should have a certificate of insurance, a license, and a debarment form. The cost should not be high enough to necessitate a performance bond.

He recommended we have our custodian walk around the premises first thing in the morning, when he arrives, and when he leaves to check if there are any problems with the property (ex. a tree was hit by a vehicle, a window is broken). If there are problems with the building, especially those affecting the children such as temperature, lack of gas to cook food, etc., the school should contact the Physical Plant at 575-524-6002. There is also a digital work order system that JPTA administrators can use. Christy has some experience with this system at another school, but will get more info from JPTA staff about how to access.

If we have questions about "simple requests for maintenance," contact Connie Stewart – admin assistant to Gabe Jaquez, Deputy Superintendent of Operations – cstewart@lcps.net

4) Playground Equipment – solicit bids

Facilities committee thought we needed to solicit bids because of the cost, but Bobby said if we use Cooperation Education System (CES) we can procure playground equipment without bids because vendors already vetted.

5) Other business

Outdoor learning gardens – Christy inquired about the idea previously proposed to work with La Semilla to install gardens between JPTA and Alma de Arte that the two schools could share. She said the staff was very interested and that she wanted clarification on what was required to move forward since she had a meeting scheduled later the same day to meet with Alma de Arte's new executive director.

Bobby said she can talk to Alma's new director and when they reach an agreement they should contact him about how to move forward. The physical requirements are access to water and dirt to level the area. Alex said water access is not a problem and Bobby said he may be able to help with getting a hold of some dirt to help with the leveling.

The committee walked around the school yard with Alex and Bobby to review the new work. Alex reviewed how the watering system is set up. Rebecca took a video and Arthur made a diagram. Arthur and Alex will meet another time to diagram the plants.

Follow-up questions before next time for Eric Ahner – 1) Whose piles of rock are by the portables and why? 2) Who has been maintaining the grounds in the front?

To do's

Christy and facilities - once grass is installed, email school families and a thank you to Alex Petermeier and Watersmart Landscaping, LLC, for the work, as well as other stakeholders (Gen Con, LCPS, ASA Architects, JPTA Foundation).

Cindy & Jennifer – coordinate teachers to have students write/draw a thank-you card to Berndt

Arthur – write a thank you letter to Mary K Papen and Berndt from JPTA (Foundation is having cards written by students for Mary K Papen).

Paint poles – Bobby will get back to us on whether LCPS will be involved

Coordinate a JPTA celebration/activity once project complete that includes families – mid to late August? Invite stakeholders mentioned above.

Meeting adjourned at 8:45 a.m.

Minutes submitted 7/16/18 by Rebecca Berkson