



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegría de Aprender



**J. Paul Taylor Academy Charter School
Governance Council Special Meeting
Wednesday, May 24, 2017 6:00 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 May 24, 2017. The meeting was called to order at 6:10 p.m. to conduct a special meeting.

1. Roll was called by Janet Acosta: Governance council members Ric Hernandez, Sherry McDowell, Stephanie Haan-Amato and Yvette Turrieta (arrived at 6:53 and had notified the board of her tardiness due to traveling from El Paso) were present. Martin Lopez and Arthur Berkson were present via conference call. A quorum was confirmed. Janet Acosta was absent and notified the board of her absence. Eric Ahner, Executive Director, and Gina Trujillo, Assistant Business Manager were also present.
2. Chairman Ric Hernandez called for any conflicts of interest and no conflicts were stated.
3. Chairman Ric Hernandez 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.*
4. Sherry McDowell moved to approve the agenda for May 24, 2017 Special Meeting Agenda. Stephanie Haan-Amato seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
5. Sherry McDowell moved to table the approval of the May 10, 2017 Special Meeting Minutes due to the absence of the Secretary Janet Acosta and the wrong notes were attached to the meeting packet. Stephanie Haan Amato seconded the motion to table. Motion approved unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

II. Public Input

- A. Chairman Ric Hernandez called for any public input. Susan Martinez de Gonzales is visiting today as a perspective Governance Council member. She introduced herself and told us about her background. Ric Hernandez expressed his appreciation and feels that Susan Martinez de Gonzales would be a great addition to the Council. Carrie Hamblin (arrived about 7:10pm) was also in attendance and introduced herself as well. She has also applied to join the Governance Council. Ric Hernandez thanked her for her attendance tonight and her interest in joining the board.
- B. Chairman Ric Hernandez called for any staff input, Mrs. Alexander expressed her appreciation for all the Governance Council and thanked everyone for a wonderful year. The Governance Council then expressed their appreciation for the teachers and all the teachers do, and wanted to let them know that they were happy to do what they could for the teachers.

III. Finance

A. Finance Committee Report

Martin Lopez reported on the last Finance Committee meeting. This was only a verbal report as the written report will be added to the packet (FOLLOW UP). They reviewed checks, the budget for next year, and the BARs being presented tonight were. The Finance Committee ended the meeting with the end of the year review of section 2 of the Charter Performance Framework.

B. Budget Adjustment Requests

1. Budget Adjustment Request 535-000-1617-0032-I is a carryover from Idea B from school year 2015-2016 in the amount of \$18,769.88. There was also an increase in this year final allocation (2016-2017) to \$41,260. This makes the budget increase of \$26,140.88. Laptops (4) will be ordered for the SPED teachers and some supplies.

Stephanie Haan Amato moved to approve Budgeted Adjustment Request 535-000-1617-0032-I. Martin Lopez seconded the motion. Motion was passed unanimously by roll call vote with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

2. Budget Adjustment Request 535-000-1617-0033-M is a transfer within the Operational Account from dental insurance premiums to medical and vision premiums. This is just a precautionary action to make sure that there is enough money.

Sherry McDowell moved to approve Budgeted Adjustment Request 535-000-1617-0033-M. Stephanie Haan-Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

3. Budget Adjustment Request 535-000-1617-0034-M is to move some more money into contracted services in the Activities Account (to cover contracted services during the concerts and events).

Stephanie Haan-Amato moved to approve Budgeted Adjustment Request 535-000-1617-0034-M. Sherry McDowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

C. March Financial Reports

1. The Finance Committee has reviewed the March Cash Reports and recommends for approval.

Sherry McDowell moved to approve March Cash Reports. Stephanie Haan-Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

2. The Finance Committee has reviewed the March Bank Reconciliations and recommends for approval.

Stephanie Haan-Amato moved to approve March Bank Reconciliations. Sherry McDowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

3. The Finance Committee has reviewed the March Revenue and Expense Reports and recommends for approval.

Sherry McDowell moved to approve March Revenue and Expense Reports. Stephanie Haan-Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

D. April Financial Reports

1. The Finance Committee has reviewed the April Cash Reports and recommends for approval.

Stephanie Haan-Amato moved to approve April Cash Reports. Sherry McDowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

2. The Finance Committee has reviewed the April Bank Reconciliations and recommends for approval.

Sherry McDowell moved to approve April Bank Reconciliations. Stephanie Haan-Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

3. The Finance Committee has reviewed and recommends the April Revenue and Expense Reports for approval.

Stephanie Haan-Amato moved to approve the April Revenue and Expense Reports. Sherry McDowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Arthur Berkson, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

- E. Executive Director Eric Ahner presented a general overview of the 2017-2018 budget. The budget is for operational funds and doesn't include federal funding. Looking at the big picture, this budget includes no furloughs, return in some FTE, a small raise for staff, and increase in admin hours. A Governance Council Member asked Mr. Ahner about where this budget stands with FTE regarding those teachers that had lost some FTE this last year. This is a strong possibility that this can include the return of FTE, however there are a lot of factors that would affect the return of FTE. One such factor is the special's staff informed other staff just today that the Music and PE teachers will not be returning next year. Another Board Member asked where the small raise was reflected in the salary schedule. The raise equates to about \$200 instead of percentages on the schedule. Note that other salary schedules will need to be approved at next meeting since they were not included in this packet (FOLLOW UP).

Yvette Turrieta arrived at 6:53 pm.

Arthur Berkson left the meeting via conference call at 6:58 pm (will return).

Sherry McDowell moved to approve the 2017-2018 School Year Budget. Yvette Turrieta seconded the motion. Motion was passed unanimously by roll call vote with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato. This budget requires signatures so Chairman Ric Hernandez will get with the Board Members not in attendance tonight to sign it.

IV. Policy

- A. The National Board Certification Stipend Policy was not included in the pre-meeting packet but it will be added to the packet. (FOLLOW UP). The policy was projected on the screen for those in attendance to view. Mr. Ahner will also take this before our Policy Committee, give everyone (including Staff) the opportunity to review it, before it is voted on.
- B. The Minimal FTE for Benefits Policy also needs to go to before the Policy Committee and be presented to Staff before it is voted on. The hours required to receive health care benefits maybe need to be listed as FTE instead of hours per week. More information gathering will happen for this policy before it is presented.

- C. The last modifications have been made to the Compulsory Attendance Policy – These modifications were that the state statues were added and the Executive Director being charged with the application of this policy.
Sherry Mc Dowell moved to approve the Compulsory Attendance Policy with the modification of taking Eric Ahner’s name out and replacing it was a place holder of Executive Director. Stephanie Haan-Amato seconded the motion with the modifications. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

V. Facility

- A. There hasn’t been a Facility Committee meeting to report on but there has been some movement on the facility. Sandoval Construction has started the dirt work this last week. Mr. Ahner hopes that the Facility Committee can meet with the Foundation soon to figure out where we stand on the project and funding.

VI. Executive Director Support and Evaluation

- A. Eric Ahner gave his Executive Director report. There was a brief discussion on enrollment projections for the next school year with special attention to the projection of the current 5th grade class (going to 6th grade).
- B. There was brief discussion on the Executive Director Contract. Some of the wording on this contract needs to be revamped.
Stephanie Haan-Amato moved to table the approval of the Executive Director Contract. Sherry McDowell seconded to motion to table. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
- C. Sherry McDowell moved to approve the Executive Director End of Year Evaluation. Stephanie-Haan Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.

A brief recess was taken at 8:08 pm. Returned from recess at 8:21 pm.

VII. Governance

- A. Election of Governance Council Members - Janet Acosta
 - 1. Stephanie Haan-Amato moved to renew Ric Hernandez to Position 1. Yvette Turrieta seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, and Stephanie Haan-Amato. Sherry McDowell abstained (had not returned from recess yet).
 - 2. Martin Lopez moved to Renew Yvette Turrieta to Position 3. Stephanie Haan Amato seconded the motion. Motion was passed unanimously with affirmative

- votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, and Stephanie Haan-Amato. Sherry McDowell abstained (had not returned from recess yet).
3. Yvette Turrieta moved to Renew Martin Lopez Jr to Position 5. Stephanie Haan Amato seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, and Stephanie Haan-Amato. Sherry McDowell abstained (had not returned from recess yet).
 4. Martin Lopez moved to Renew Stephanie Haan-Amato to Position 7. Sherry McDowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
- B. Election of Officers for 2017-2018 School Year
1. Election of JPTA Governance Council Chair
Stephanie Haan-Amato nominated Ric Hernandez to serve as the Governance Council Chair. Sherry McDowell moved by acclimation to approve Ric Hernandez to be the Governance Council Chair for 2017-2018. Martin Lopez seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
 2. Election of JPTA Governance Council Vice Chair
Martin Lopez nominated Stephanie Haan- Amato for Governance Vice Chair for 2017-2018. Martin Lopez moved by acclimation to approve Stephanie Haan-Amato to be the Governance Council Vice Chair for 2017-2018. Sherry Mc Dowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
 3. Election of JPTA Governance Council Treasurer
Martin Lopez nominated Yvette Turrieta for Governance Council Treasurer. Stephanie Haan-Amato moved by acclimation to approve Yvette Turrieta to be the Governance Council Treasurer for 2017-2018. . Sherry Mc Dowell seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato.
 4. Election of JPTA Governance Council Secretary
There were no nominations for the Governance Council Secretary position. Sherry Mc Dowell moved that the election of a Governance Council Secretary be tabled until (more council members join the board) the next full meeting. Martin Lopez seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Martin Lopez, Sherry McDowell and Stephanie Haan-Amato. It was noted that having a clerk to take notes is a selling point to the next secretary.

Arthur Berkson rejoined the meeting at 8:40 pm. Martin Lopez left the meeting at 8:40. Sherry McDowell left the meeting at 8:45 pm.

- C. The Governance Committee Self Evaluation was not in premeeting packet but will be uploaded to the final meeting packet. The results page was displayed on the promethean board. There was a brief discussion of those results. This evaluation needs to be reworked including some grammar and it's application to the board. This should go before the Head Administrator Support and Evaluation Committee. Mr. Ahner will upload it. (FOLLOW UP).
- D. The Parent Satisfaction Survey results are not quite ready to be reviewed today, it will be reviewed at the next meeting.
- E. The results of the Teacher Satisfaction Survey Results were briefly discussed. The previous years' data was also put in though some years' data couldn't be found and last year it was not done. It needs to be done every year.
- F. There was a brief discussion of Governance Council Retreat dates. June 24-25, 2017 has been proposed. Consensus was it would be okay if the 25th was a half day. 9-5 Saturday and maybe 10-2 on Sunday. Ric is willing to organize it with the help with Arthur and Janet. Arthur proposed a Friday/Saturday combo of 23rd-24th. Dates and arrangements to be determined.
- G. Charter Amendments should be in place early in the fiscal year. Mr. Ahner would like a subcommittee to go over these amendments.
 1. Charter Amendment: Change Dibels to IStation. This is required for K-3 on a state level however JPTA uses it for K-4 for the charter. Istation and Dibels are similar so that lends to replacing the names out and realigning the benchmarks.
 2. Charter Amendment: Change Discovery to Alternate Short Cycle Assessment. This will be researched more to see if there are any other options.
 3. Charter Amendment: Change to Establish Performance Framework for IPT Assessment - this is an expectation of the PED for our Spanish Language Acquisition.

Stephanie Haan Amato moved to table the Charter Amendment: Change Dibels to IStation, Charter Amendment: Discovery to Alternate Short Cycle Assessment, and Charter Amendment: Change to Establish Performance Framework for IPT Assessment. Yvette Turrieta seconded the motion. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Arthur Berkson and Stephanie Haan-Amato.

- H. The Charter Performance Framework Internal Monitoring of the Financial Performance Framework was discussed at the last finance committee meeting. The Academic Performance Framework data is not ready to be discussed at this time, (some makeups still needed to be completed). Right now, it looks like we will

meet 3 of the 4 Academically Oriented Mission Specific Indicators. This report of data will be filled in more and discussed at the next meeting.

- I. The Legal Services Contract puts the provisions in place though we might end up using the services. There is no question that Matthew's Fox is who we want to go with, they are familiar with the school and great advocates for us.

Stephanie Haan-Amato moved to approve the Legal Services Contract. Yvette Turrieta seconded the motion to approve the Legal Services Contract. Motion was passed unanimously with affirmative votes from Ric Hernandez, Yvette Turrieta, Arthur Berkson and Stephanie Haan-Amato.

- J. The review of proposed changes to GC Bylaws will be discussed at the next meeting.

VIII. Other Business

- A. There was no other business during open discussion/other business.

IX. Closed Session

Chairman Ric Hernandez was informed by Executive Director, Eric Ahner, that he waived his right to go into closed session to discuss his evaluation. Chairman Ric Hernandez then stated that since Eric Ahner waived his right to go into closed session Pursuant to Section 10-14.1.H(2), NMSA 1978 to discuss Limited Personnel Issues, and there was no Collective Bargaining Negotiation to discuss in a closed session pursuant to Section 10-15-1.H(5), NMSA 1978 that there would not be a closed session.

- A. Execute Director Evaluation and Contract Discussion

Mr. Ahner provided a letter to the council in regards of his evaluation. See the attached letter.

X. Closing Items

Arthur Berkson moved to adjourn at 9:43pm. Stephanie Haan Amato seconded the motion. Motion was passed unanimously by a roll call vote with affirmative votes from Ric Hernandez, Yvette Turrieta, Arthur Berkson and Stephanie Haan-Amato.

Respectfully Submitted,
J. Acosta
JPTA GC Secretary
(AL)

Ric Hernandez, GC President