



# *J. Paul Taylor Academy*

*Recapturing the Joy of Learning - Recapturar la Alegria de Aprender*



**J. Paul Taylor Academy Charter School  
Governance Council Retreat Work Session  
Saturday, June 29, 2019 9:00 AM (MST)  
Boba Café, 1900 S. Espina Las Cruces New Mexico 88005**

- A. The J. Paul Taylor Academy Governance Council met for a work session on June 29, 2019. In attendance were Governance Council Members: Stephanie Haan-Amato, Carrie Hamblen, Robyn Rehbein, Tomasa Shanbhag, Martin Lopez and Sherry Booth, and Jerry Wallace were present; Arthur Berkson was excused. A quorum was confirmed. Christy Takacs (Executive Director) and Vickie Chavez (Finance Manager) were also present. Geronita Bennett a member of the public attended the financial training part of the meeting as a potential Governance Council Member.. There were no members from the staff or additional public in attendance.
- B. Financial Training: Vickie Chavez, Business Manager, gave an extensive overview of fiscal management of JPTA.
- C. Meeting Calendar: Chair Stephanie Haan-Amato shared the upcoming 2019-2020 regular meeting calendar
- D. Desired Monthly, Quarterly, and Annual Reporting from ED: Robyn Rehbein and Chair Stephanie Haan-Amato lead a discussion of what the Governance Council would like to be informed of monthly, quarterly, and annually.
  - a. Monthly: Updates on PD, any major updates on the school, Performance Framework updates, and Charter Renewal progress/updates
  - b. Quarterly: Demographics at start of school, 40<sup>th</sup>, 80<sup>th</sup>, 120<sup>th</sup>, and end of year; short cycle assessments-progress towards academic performance goals-possibly in August, February, and May meetings after the reports are available
- E. Life Cycles of Charter School Boards: Chair Stephanie Haan-Amato discussed an article by Charter Board Partners about the lifecycle of boards and where the current JPTA Governance Council may be and why in the lifecycle. The group discussed various perspectives of the strengths of the current council and the areas of growth needed the council.
- F. Review of Charter Contract focus on PBL and SLA: Chair Stephanie Haan-Amato and ED Christy Takacs discussed the current charter contract and the need to strengthen the PBL and SLA aspects of the contract.
- G. PBL and SLA cont. with lunch: The group continued the discussion of PBL and SLA and how to strengthen and use a school-wide concept of PBL and SLA.
- H. Charter Renewal Training: Shelly Cherrin presented the group with charter renewal information via zoom meeting. Shelly discussed that the 2020 renewal application has not be released therefore suggestions were based on the 2019 renewal application. Shelly suggested that JPTA gather family signatures for the petition of the renewal at the beginning of the school year for 2020-2021. Sixty-five percent of school employees and 75% of JPTA families must sign the petition for renewal. Part A of the application is pre-populated the summer before the application is due and pulled from the STARS system. Part B is 3 sections of Academic Performance, Financial Compliance, and Contractual, Organization, and GC responsibilities. The application will be due October 1, 2020. Shelly also encouraged inviting Patty Gipson with PEC to our GC meetings.

- I. Next Steps in Overseeing Charter Renewal: The whole GC discussed strategies and ideas on staying committed throughout the year to work on charter renewal. It is planned the AOC committee will oversee the organization of the charter renewal.
- J. Goals/Planning: Martin Lopez and Tomasa Shanbhag discussed goals and planning. GC members discussed whether it was more appropriate to plan and set goals for the whole school or for just the GC. Some members expressed that it was not appropriate for the GC to set specific goals for the school, although goal setting for the general direction of the school would be appropriate. The GC decided to set goals for this year for Council. These included creating more well defined roles for the GC officers by the end of the first quarter, continuing to recruit new potential GC members with diverse experience, and to evaluate school policies for potential micromanagement by the GC and make corrections by the end of the year.
- K. Open Meetings Act/Annual Notice: Robyn Rehbein covered Open Meetings Act and Annual Notice requirements.
- L. Calendar of Meetings and Topics for Each: Carrie Hamblen went over each month and discussed what the GC needs to cover in each month.
- M. Open Discussion: The group discussed their thanks for resigning members and for the efforts of each GC member.
- N. End: The session ended at 4:30 PM.

Respectfully Submitted,

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Robyn Rehbein  
JPTA Governance Council Secretary

Approved \_\_\_\_\_, 2019

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Stephanie Haan-Amato  
JPTA Governance Council Chair