



J. Paul Taylor Academy

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



**DRAFT - J. Paul Taylor Academy Charter School
Governance Council Regular Meeting
Wednesday, July 17, 2019 6:30 PM (MST)
402 W. Court Building 2 Las Cruces New Mexico 88005
JPTA Media Room**

- I. Opening Items
- I. Opening Items
 - A. The J. Paul Taylor Academy Governance Council met in open session on July 17, 2019. The meeting was called to order at 6:33 p.m. to conduct a Regular meeting.
 - B. Roll Call - Roll was called by Jerry Wallace: Governance Council members Stephanie Haan-Amato, Sherry Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace were present. A quorum was confirmed. Christy Takacs (Executive Director), Sharon Myers (Assistant Executive Director), Vickie Chavez (Finance Manager via Conference Call), Ric Hernandez and Barbara Chamberlin from the public were in attendance.
 - 1.
 - C. C. Conflict of Interest - Chair, Stephanie Haan-Amato called for any conflict of interest. No conflict of interest was stated by those in attendance.
 - D. Reading of Mission Statement - Robyn Rehbein 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.*
 - E. Approval of Agenda - Robyn Rehbein moved to approve the agenda for the July 17, 2019 Regular Meeting Agenda. Tomasa Shanbhag seconded the motion. The motion to approve the agenda for the July 17, 2019, Regular Meeting Agenda was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.
 - F. Approval of June 10, 2019 Special Meeting Minutes - Jerry Wallace moved to approve the June 10, 2019 Special Meeting Minutes. Sherry Booth seconded the motion. The motion to approve the June 10, 2019 Special Meeting Minutes was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.
 - G. Approval of June 28, 2019 Work Session Retreat Minutes- Tomasa Shanbhag made a motion to approve the June 28, 2019 Work Session Retreat Minutes. Robyn seconded the motion. The motion to approve the June 28, 2019 Week Session Retreat Minutes was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace
 - H. Approval of June 29, 2019 Retreat Day 2 Minutes-Robyn Rehbein moved to approve the June 29, 2019 Retreat Day 2 Minutes, Jerry Wallace seconded motion. The motion to approve the June 29, 2019 Retreat Day 2 Minutes was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace After the minutes were approved, Robyn Rehbein noted that the draft note from June 29, 2019 Retreat Day 2 needed to have a correction from Friday to Saturday.
- II. Public Input
 - A. Public Input

1. Public Input - Chair, Stephanie Haan-Amato, called for any public input. There was no public input.
2. Staff Input - Chair, Stephanie Haan-Amato, called for any staff input. There was no staff input.

III. Finance

- A. Approve May Finance Committee Report – Chair, Stephanie Haan-Amato informed the board that the Finance Committee met on July 8. Chair Stephanie Haan-Amato reviewed the report along with Tomasa Shanbhag and. Tomasa Shanbhag made a motion to approve the May 2019 Finance Committee Report. Jerry Wallace seconded the motion. The motion to approve the May 2019 Finance Committee Report was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.
- B. BAR 535-000-1920-0001-IB - Vickie Chavez went over BAR 535-000-1920-0001-IB with the Governance Council. Sherry Booth made a motion to approve BAR 535-000-1920-0001-IB. Robyn Rehbein seconded the motion. A Roll Call vote was with affirmative votes from Stephanie Haan-Amato, Sherry Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace. The motion to approve BAR 535-000-1920-0001-IB is approved.
- C. Approve New Mexico Public Schools Insurance Authority Expense-Vickie Chavez discussed the New Mexico Public Schools Insurance Authority Expense information with the GC. . Tomasa Shanbhag motioned to approve the New Mexico Public Schools Insurance Authority Expense for 2019-20 year. Sherry Booth seconded the motion. The motion to approve the New Mexico Public Schools Insurance Authority Expense was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

IV. Membership Committee

- A. Membership Resignations – Chair, Stephanie Haan-Amato informed the board that she is seeking nominations for members. Chair Stephanie Haan-Amato discussed the resignation of Arthur Berkson, Position 2, Martin Lopez Jr, Position 5, and Carrie Hamblen, Position 8 effect June 30, 2019. Chair Stephanie Haan-Amato Informed that the Council that the required paperwork has been submitted along with letters of resignation to the PED. Chair, Stephanie Haan-Amato praised the members for their work and their dedication to JPTA. Chair Stephanie Haan-Amato noted the duration of time to fill the positions started on June 30, 2019 and explained the 30-day requirement to fill the positions or close the positions.
 - 1.
- B. Call for Nominations of New Governance Council Treasure (Position 5) Followed by Vote.
 1. Chair, Stephanie Haan-Amato informed the Governance Council that the member seeking Governance Council Treasure was not present at the time the agenda item was discussed. Sherry Booth motioned to move the agenda item to the last item. Robyn Rehbein seconded the motion. The motion to move the nominations of the new Governance Council Treasure (Position 5) was approved unanimously, with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.
- C. Call for Nominations of New Governance Council Member (Position 2) Followed by Vote.
 1. Chair, Stephanie Haan-Amato informed the Governance Council that Barbara Chamberlin submitted her application to the Governance Council. Barbara Chamberlin's application was attached to the agenda for Position 2. Barbara Chamberlin introduced herself and told the Council some of her reasons for her interest in volunteering on the GC. Robyn Rehbein nominated Barbara Chamberlin for Governance Council Member (Position 2). Sherry Booth seconded the motion. Barbara Chamberlin accepted the nomination. The motion to nominate Barbara

Chamberlin to Position 2 was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

D. Close Governance Council Position 8 - The Governance Council discussed the closing of Governance Council Position 8. Jerry Wallace motioned to close Governance Council Position 8. Sherry Booth seconded the motion. The motion to close Governance Council Position 8 was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

V. Governance

A. Dissolution of the JPTA Foundation -Chair, Stephanie Haan-Amato discussed the dissolution of the JPTA Foundation and the significant contributions that the Foundation has bestowed to JPTA and the gratitude we have for all Foundation members and contributors.. Robyn Rehbein motioned to dissolve the JPTA Foundation. Sherry Booth seconded the motion. The motion to dissolve the JPTA Foundation was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

B. Completion of Form: Statement of Governing Body to Consult with PED – Chair, Stephanie Haan-Amato asked the Governance Council to sign the Statement of Governing Body to Consult with PED.

C. Approve 2019-20 Reasonable Notice of Meetings Resolution – Chair, Stephanie Haan-Amato discussed the Reasonable Notice of Meetings Resolution with the Governance Council. Robyn Rehbein motioned to approve the 2019-20 Reasonable Notice of Meetings Resolution. Sherry Booth seconded the motion. The motion to approve the 2019-20 Reasonable Notice of Meetings Resolution was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry, Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

D. Committee Chairs and Representatives – Chair, Stephanie Haan-Amato discussed updates to the committee chairs and informed that all staff vacancies are still present. Vacancies were attached to the agenda. . Barbara Chamberlin volunteered as the Governance Council Representative on AOC.

E. Conflict of Interest Disclosure

1. Chair, Stephanie Haan-Amato - disclosed her potential conflicts with the board members. Changes in the way that duties at Stephanie Haan-Amato's employment were discussed to avoid conflicts from arising.

1. *Any declared conflict(s) does not compromise the member's participation or in any way jeopardize the school's operations.*

2. Robyn Rehbein read the declaration statement. Sherry Booth motioned to vote on declared conflicts for Stephanie Haan-Amato. Robyn Rehbein seconded the motion. The motion on declared conflicts of interest for Stephanie Haan-Amato was unanimously approved with affirmative votes from Sherry Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace. Stephanie Haan-Amato abstained from voting.

2. Robyn Rehbein - No conflicts were reported by Robyn Rehbein.

1. *Any declared conflict(s) does not compromise the member's participation or in any way jeopardize the school's operations.*

2. Chair, Stephanie Haan-Amato read the declaration statement.. Sherry Booth motioned to vote on declared conflicts for. Jerry Wallace seconded the motion. The motion on declared conflicts of interest for Robyn Rehbein was unanimously approved with affirmative votes from Stephanie Haan-Amato, Sherry Booth, Tomasa Shanbhag, and Jerry Wallace. Robyn Rehbein abstained from voting.

3. Jerry Wallace - No conflicts were reported by Jerry Wallace.

1. *Any declared conflict(s) does not compromise the member's participation or in any way jeopardize the school's operations.*
2. Chair, Stephanie Haan-Amato read the declaration statement. Robyn Rehbein motioned to vote on declared conflicts for Jerry Wallace. Sherry Booth seconded the motion. The motion on declared conflicts of interest for Jerry Wallace was unanimously approved with affirmative votes from Stephanie Haan-Amato, Robyn Rehbein, Sherry Booth, and Tomasa Shanbhag. Jerry Wallace abstained from voting.
4. Sherry Booth - No conflicts were reported by Sherry Booth.
 1. *Any declared conflict(s) does not compromise the member's participation or in any way jeopardize the school's operations.*
 2. Chair, Stephanie Haan-Amato read the declaration statement.. Jerry Wallace motioned to vote on declared conflicts for Sherry Booth. Tomasa Shanbhag seconded the motion. The motion on declared conflicts of interest for Sherry Booth was unanimously approved with affirmative votes from Stephanie Haan-Amato, Robyn Rehbein, Jerry Wallace, and Tomasa Shanbhag. Sherry Booth abstained from voting.
5. Tomasa Shanbhag -No conflicts were reported by Tomasa Shanbhag.
 1. Any declared conflict(s) does not compromise the member's participation or in any way jeopardize the school's operations Vote Stephanie asks for motion. Jerry Wallace motions to approve. Robyn Rehbein seconds. The motion to approve unanimously approved. Tomasa Shanbhag abstains from voting.
 2. Chair, Stephanie Haan-Amato read the declaration statement. Jerry Wallace motioned to vote on declared conflicts for Tomasa Shanbhag. Robyn Rehbein seconded the motion. The motion on declared conflicts of interest for Tomasa Shanbhag was unanimously approved with affirmative votes from Stephanie Haan-Amato, Robyn Rehbein, Sherry Booth, and Jerry Wallace. Tomasa Shanbhag abstained from voting.

VI. Executive Director Report and Evaluation

- A. Executive Director Report - Christy Takacs went over the Executive Director Report with the Governance Council. Performance Framework 2018-2019 and data were provided. Christy Takacs noted she will provide Kindergarten attrition numbers next month. Christy Takacs provided enrollment and waitlist numbers and other demographic student information. Christy Takacs informed the Governance Council that the Spanish Language Acquisition program is a primary focus for the 2019-2020 school year. Christy Takacs reported that the playground has been installed and that the Facilities Committee met this week to discuss new funding and projects for the facility. Tyler Student Information System training was completed by staff. The JPTA website is being updated and will be continued to be a work in progress.. Logins for the website have not been provided to GC members, but Christy Takacs stated that she will talk to IT about updating the website and logins. School wide themes are set as 1st semester will be "Looking Inward", 2nd Semester is "Thinking Outside the Box." Christy Takacs discussed 2 questions she asked of staff during their in-service prior to school starting including "Why are you here?" and "When people talk about J Paul Taylor Academy, what do you want them to say?" Pictures of scavenger hunt from a team-building exercise were shared with the Council.

VII. Committee Check-Ins and Updates

- A. Facilities and Safety Committee - Robyn Rehbein reported that the Facilities and Safety Committee met at 7:40 am on July 16, 2019. Christy Takacs had given updates to items in the Executive Director's Report.
- B. Development Committee – Chair, Stephanie Haan-Amato reported that the Development Committee has not yet met.

- C. Parent Advisory Committee – Chair, Stephanie Haan-Amato reported that the Parent Advisory Committee met before the Governance Council Regular Meeting on July 17 and stated the meeting was a great and very social. Open House Potluck, Scholastic Book Fair, Diez y Sies de Septiembre was discussed. Update on the new track team was also discussed. Vote to approve NMAA application.
- D. Gifted Advisory Committee -Chair, Stephanie Haan-Amato reported that the Gifted Advisory Committee has not yet met..
- E. Policy Committee – Chair, Stephanie Haan-Amato reported that the Policy Committee did not meet. Reviewed policies and will resend to board due to email issues. The Committee plans to meet before the next meeting.
- F. Academic Oversight Committee - Jerry Wallace stated that the Academic Oversight Committee has not met yet.

VIII. Other Business

- A. Open Discussion: Robyn Rehbein will look into getting name badges and t-shirts for school events to make GC members more visible to staff, families, and the public. Christy Takacs asked Vickie Chavez to check into the Mandatory insurance policy requirement. Line item agenda New Governance Council (Position 5) moved to the end was tabled as member was not present through the end of the meeting. Motion to postpone till August 21 meeting was motioned by Jerry Wallace and seconded by Robyn Rehbein. The motion to move the New Governance Council (Position 5) was approved unanimously with affirmative votes from Stephanie Haan-Amato, Sherry Booth, Robyn Rehbein, Tomasa Shanbhag, and Jerry Wallace.

IX. Closing Items

- A. Adjourn - Jerry Wallace moved to adjourn the July 17, 2019 Regular Meeting. Tomasa Shanbhag seconded the motion. The motion to adjourn the July 17, 2019 Regular Meeting was passed unanimously with affirmative votes by roll call from Stephanie Haan-Amato,, Robyn Rehbein, Tomasa Shanbhag, Jerry Wallace, Sherry Booth, and Arthur Berkson.

Respectfully Submitted,

 Jerry Wallace
 JPTA Governance Secretary

Approved _____, 2019

 Stephanie Haan-Amato
 JPTA Governance Council Chair