



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



**J. Paul Taylor Academy Charter School
Governance Council Special Meeting
Wednesday, March 14, 2018 6:30 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 on March 14, 2018. The meeting was called to order at 6:39 p.m. to conduct a Special Meeting. Roll was called by Stephanie Haan-Amato: Governance Council members Ric Hernandez, Arthur Berkson, Martin Lopez, Stephanie Haan-Amato and Robyn Rehbein were present. A quorum was confirmed. Carrie Hamblen, Sherry Booth and Suzan Martinez de Gonzales were absent and notified the board of their absences. Janet Acosta arrived at 7:17 pm. Eric Ahner, Executive Director, and Gina Trujillo, Assistant Business Manager, and Sarah Dozier, Special Education Coordinator were also present.
- B. Chairman Ric Hernandez called for any conflict of interest. None was stated by those in attendance.
- C. 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.*
- D. Robyn Rehbein moved to approve the agenda for March 14, 2018 Special Meeting. Stephanie Haan-Amato seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- E. Arthur Berkson moved to approve the meeting minutes for the February 21, 2018 Regular Meeting. Stephanie Haan-Amato seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Stephanie Haan-Amato, Arthur Berkson. Martin Lopez and Robyn Rehbein abstained from the vote since they were not in attendance at this meeting.
- F. Stephanie Haan Amato moved to approve the meeting minutes for the March 7, 2018 Special Meeting. Martin Lopez seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

II. Public Input

- A. Chairman Ric Hernandez called for any public input.
 1. There was no public input at this time.
 2. There was no staff input at this time, but Mr. Ahner was presented a cake for his birthday.

III. Finance

- A. Ric Hernandez reviewed the January 2018 Financial Report (as found in the handout passed out, the agenda will be updated). This report included review of Operations, Activities, Expenditures, Revenue and the Audit Report (that was released the day of this meeting, March 8, 2018).

Martin Lopez moved to approve the January 2018 Financial Reports. Robyn Rehbein seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

- B. The negotiated changes to 2017-2018 Teacher Salary Schedule were discussed. Ric Hernandez stated that \$1,250 was added to every cell. Herb Torres was a part of the negotiations and is here tonight to answer any questions and participate in the discussion. He stated that adding to this school years schedule is a smart move to boost the salary schedule before the increases come through the state legislature proposed teacher raise. It was also noted by Ric Hernandez that this a step in the right direction to close the gap of pay between LCPS and JPTA teachers. If the state does not approve this increase in the Teacher Salary Schedule, there could be two days added for compensation to the teachers as professional development days. The motion today will need to include a letter to the PED (it was displayed on the Promethean board) as our Budget Analyst had told Ric Hernandez it was needed.

Arthur Berkson moved to approve the negotiated changes to the 2017-2018 Teacher Salary Schedule and the Letter to the Public Education Department (regarding the status of the emergency cash reserve), dated March 14, 2018 that discusses the increase in teacher salaries. Martin Lopez seconded the motion. Motion approved unanimously with affirmative votes by roll call from Ric Hernandez, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

IV. Governance

- A. There has not been a Governance Membership Committee meeting since the last special meeting, and therefore, there was no report. However, the committee has been working on the succession plan and the teacher satisfaction survey.

- B. The Employee Handbook progress was discussed by Stephanie Haan-Amato. Currently there is not a handbook, so this is all being written for the first time. This is a large task and many thanks to those who have contributed. Ric Hernandez stated that they are hoping to approve this by the last meeting of the year or the first one of next year. This will give staff some time to review before it is passed (hope to email out after Spring Break). Once the handbook is completed and approved it would then be under the Policy Committee.

- C. There was a brief discussion on the budget and the feasibility of an Assistant Director. Gina Trujillo contacted around eight schools. Three of the eight she was able to contact had someone with the title of Assistant Principal. Stephanie Haan-Amato also did some internet research and stated that almost all of the NM K-8 charter schools of similar size to JPTA, at least 6 schools, list some sort of professional administrative staff on their websites. They may not have the title of Assistant Principal; many had another title, such as Dean of Students, Director of Operations, Chief Academic Officer, etc. Stephanie stated that she did find one or two other K-8 charter schools that were smaller, around 150 students, that had only one head administrator. Gina Trujillo was thanked for all the work

she put into researching this topic so far. More research and discussion to come on this topic.

Janet Acosta arrived at 7:17pm.

- D. The formation of Ad Hoc Executive Director Search Committee was discussed with one Governance Council member to lead the committee. The feasibility of using a head hunter agency was also discussed. There were many who agreed that they felt it would be a great thing to investigate the use/cost of a head hunter and expanding the search through them. Transparency is also important to the Governance Council and the Council itself being able to build a relationship with candidates and families during this process. Staff expressed their appreciation for past participation and expressed interest in participation in this round.

Martin Lopez nominated Stephanie Haan-Amato to lead this Ad Hoc Executive Director Committee. The nomination was seconded by Arthur Berkson.

Robyn Rehbein moved to approve the formation of Ad Hoc Executive Director Search Committee with Stephanie Haan-Amato leading the committee with the option to use a Head Hunter if feasible. Martin Lopez seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

V. Executive Director Support and Evaluation

- A. Executive Director Report was discussed as displayed on the Promethean board. The 2018-2019 SY enrollment/lottery was discussed. Since it looks like there will be 174 Returning students, 26 students were placed at the lottery on March 8, 2018.
- B. Arthur Berkson moved to approve the Executive Director End of Year Evaluation Policy (aligning with the performance framework) with the adoption date of July 1, 2018. Robyn Rehbein seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

VI. Facility

- A. Arthur Berkson gave the Facility Committee Report. The committee met on March 13, 2018 with exciting news of an award of \$65,000 of Capital Outlay through Mary Kay Papen, a NM State Senator. This, in addition to the money already earmarked for the project, gets us very close to being able to complete the playground project. The committee has also selected a contractor for the landscaping portion of the project. Water Smart Landscaping a local company owned by Alex Petermeier was chosen for the contract. The Committee hopes the work can begin early to mid-May. There is a portion of the landscaping (grass with subterranean watering) that will be done with NMSU and hopefully involve the students as well.

VII. Development

- A. The Development Committee Report was given by Ric Hernandez. Three years they have worked with legislatures to gain funding for the playground. We have been granted the \$65,000 Capital Outlay mentioned in the Facility Committee Report above. Many thanks to the Foundation for sticking with this effort and Mary Kay Papen and her staff. It was a huge task! Thank you notes should be made by the students and the Governance Council will also write one. Arthur will write the one from the council.

VIII. Academic Excellence

- A. Eric Ahner gave the Academic Oversight Committee Report. The committee met today. They are getting ready for the next round of parent surveys and will be researching the cost to do a full day training with the Buck Institute for project-based learning for the teachers.
- B. The Parent Advisory Council update was given by Stephanie Haan-Amato. This committee also met today. The committee had updates on the playground. They were reminded that the yearbook ads are due tomorrow. They were also asked to send pictures for the yearbook to Liz Hamm. Teacher & Staff Appreciation is coming up, the PAC will be facilitating three days, the Foundation will facilitate a day, and the Governance Council will also facilitate a day, making for a full week of appreciation. They also discussed “We are Creators”, Art Event will be on May 4, 2018 and the PAC is helping with the event. There will be lots of volunteering opportunities for this, so please be on the lookout for how you can help. Jennifer Rogers is checking into the availability of the park for the end of year Field Day; there will also be volunteer opportunities for this as well.
- C. The Gifted Advisory Committee has not met since the last meeting on February 27, 2018.

IX. Policy

- A. Janet Acosta moved to approve the Uniform Policy as presented. Stephanie Haan-Amato seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- B. Janet Acosta moved to approve the Solicitation in School Policy as presented (except for the adoption date being changed from 2/8/2018 to 3/14/2018). Robyn Rehbein seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- C. Stephanie Haan-Amato moved to approve the Benefits Qualifications Policy with the adoption date of March 14, 2018. Janet Acosta seconded motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- D. Martin Lopez moved to approve the National Board Certification Teacher’s Stipend Policy. Janet Acosta seconded the motion. Motion approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- E. Janet Acosta moved to table the Alcohol, Tobacco, and Other Drugs Free School Zone Policy (missing being posted on front door) until more research can be done and put into motion. Robyn Rehbein seconded the motion. The motion to table was approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.
- F. Arthur Berkson moved to table the Community Use of School Facilities Policy until the form is included with the policy. Robyn Rehbein seconded the motion. The motion to table was approved unanimously with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

X. Other Business

A. Ric Hernandez called for Open Discussion: The Phoenix Award 3rd quarter recipients were announced and presented with their awards in classes and meetings. Congratulations to the recipients.

XI. Closed Session

Robyn Rehbein moved at 8:30 p.m. to go into Closed Session to discuss Collective Bargaining closed Pursuant to Section 10-15-1-H (5) NMSA 1978. with an Invitation to Herb Torres, to stay for the Closed Session. Janet Acosta seconded the motion. Motion was passed unanimously by roll call vote, with affirmative votes from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

A. Collective Bargaining Agreement

The meeting moved from Closed Session to Open Session at 9:29 p.m. Chairman Ric Hernandez stated that nothing other than Collective Bargaining Strategies (pursuant to Section 10-15-1-H (5) NMSA 1978) were discussed during the Closed Session.

XII. Closing Items

A. Robyn Rehbein moved to adjourn the March 14, 2018 Special meeting. Martin Lopez seconded the motion. Motion was passed unanimously with affirmative votes by roll call from Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Arthur Berkson, Martin Lopez, and Robyn Rehbein.

Meeting was adjourned at 9:33 p.m.