



J. PAUL TAYLOR ACADEMY

Recapturing the Joy of Learning - Recapturar la Alegria de Aprender



**J. Paul Taylor Academy Charter School
Governance Council Work Session
Wednesday, February 7, 2018 6:30 PM (MST)
402 W. Court Building 2 Las Cruces New Mexico 88005
JPTA Media Room**

I. Opening items

1. The J. Paul Taylor Academy Governance Council met for a Work Session on February 7, 2018. The meeting was called to order at 6:35 p.m. GC members in attendance were: Ric Hernandez, Janet Acosta, Stephanie Haan-Amato, Sherry Booth, Suzan Martinez de Gonzales, Martin Lopez and Robyn Rehbein. Arthur Berkson, and Carrie Hamblen were excused. Eric Ahner, Executive Director was also present.
2. Ric Hernandez informed the GC that Yvette Turrieta has submitted her Letter of Resignation effective January 31, 2018.

- A. 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.*

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.

There were no members of the public or staff in attendance at the Work Session.

III. Governance

- A. Executive Director Emergency Succession Plan (ESP).

Suzan Martinez de Gonzales presented the Succession Plan Policy for input, Martin Lopez noted that the first paragraph was the policy statement and there should be a clear delineation between the Policy Statement and Protocols developed for the implementation of the ESP. There are 2 organizations who would be able to provide qualified leadership and have submitted their interest in contracting with us are:

- a. Association for Charter School Educational Services (NMACES)
- b. Southwest Regional Education Cooperative (SWREC)

It was decided that we should require the two organizations to provide the Temporary Executive Director (TED) assurance:

- that the TED would be available immediately for consult by phone in the event of a critical incident arising before the TED physically arrives at the Academy.
 - TED would be able to remain in the position for at least 3 months without interruption
- Mr. Ahner was asked to look at the Protocols and add any critical items needed to instruct the TED. carry out the ESP. The ESP will be updated incorporating the suggestions and presented again at our net regular GC for a review. Once the GC completes the draft, the Draft will be posted for staff input.
- Suzan Martinez de Gonzales will make changes to the Policy as discussed.

It is noted that the GC needs to have a clarification to be consistent in naming the Executive Committee of Officers.

B. Annual Site Visit - Final Report 2016-17 Site Visit

Eric Ahner reviewed the Final 2016-17 Site Visit noting that the Charter School Division (CSD) Review Team notified Eric that if the evidence to prove that the standard was in compliance was not evident at the time of the review – even if it was submitted later it would never be noted as compliant. Martin Lopez asked if this was a rule or an internal policy Eric stated that it was a new internal policy. Martin asked Mr. Ahner to appeal. There was a lengthy discussion regarding the intent to review so harshly.

C. Annual Site Visit - Initial Report 2017-18 SY

Mr. Ahner submitted a written report Concern from FY 18 CSD Site Visit noting last year's site visit.

D. Proposed Revision to By-Laws

Ric Hernandez presented and reviewed major changes to the proposed By-Laws changes. Ric asked that GC members please review the changes and approve the Draft, so we can post for public input.

E. New Member Orientation Review –

- Ric Hernandez and Janet Acosta worked on an Orientation Manual and Checklist for New Governance Council Members.
- We discussed the necessity for GC members to have background and possibly credit checks for anyone with the authority to sign checks.
- Robyn Rehbein stressed the importance of making sure that the certification is completed so that our Orientation counts for required training hours.

IV. Policy Committee

A. Executive Director End of Year Evaluation Policy

Stephanie Haan-Amato aligned the scoring of the evaluation with the teacher's evaluation:

- 5 = Exemplary
- 4 = Highly Effective
- 3 = Effective
- 2 = Minimally Effective
- 1 = Ineffective
- Language change for the Executive Director End of the Year Review & Evaluation No. 12 Sec. 5 will read: ***Employs methods and practices to move the school toward earning a grade of B or higher from the NM PED grading system.***
- These changes will be effective for the Executive Directors Evaluation next year.

V. Development Committee

A. JPTA Foundation 2017 Financial Reports - Suzan Martinez de Gonzales - 5 minutes

- Ric Hernandez reviewed the JPTA Foundation, INC. Compiled Financial Statements with Accountant's Report.

B. JPTA Wishlist - Suzan Martinez de Gonzales - 15 minutes

- Ric Hernandez would like to update the Wishlist for JPTA, we will seek input from GC, Administration, Staff, and Parents.

VI. Other Business - Ric Hernandez

A. Open Discussion - 15 minutes

- a. Stephanie Haan-Amato voiced a request from a teacher to institute a preferential status for teacher and staff member's children in the JPTA enrollment lottery, Ric Hernandez cited the state statute that does not allow for this preference. The GC had a discussion about how this would be very important to our teachers and staff and help with recruitment and retention as many expressed a desire to be able to change this statute. However, it was also expressed that the issue has been brought up to the Charter Schools Division (CSD) and PEC Commissioner before without any luck. The consensus of the GC was that, currently it would be difficult to change this statute and that it should be brought to the attention of the CSD and PEC Commissioner at a later date.

VII. Closing Items

Martin Lopez made the Motion to adjourn Second by Sherry Booth and the meeting ended at 9:37p.m.