

**Governing Body Member Change Notification Form**

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov)

**The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and J Paul Taylor Academy, hereafter "the school," effective on 7/1/2021.**

**Current Governing Body Members and Positions:**

Jerry Wallace position/seat #4-Chair,  
Cassie McClure position/seat #5-Vice Chair, and  
Coree King position/seat #3-Treasurer

**New Governing Body Member(s) and Position(s):**

Mark O'Neill position/seat #1,  
Vivian Fietze position/seat #6-Secretary, and  
Valery Ratliff-Parker position/seat #9.

**Contact information for New Governing Body Member(s) (phone, email):**

Mark O'Neill 575-571-1324 [mark.oneill@jpaultayloracademy.org](mailto:mark.oneill@jpaultayloracademy.org),  
Vivian Fietze 575-642-6622 [vivian.fietze@jpaultayloracademy.org](mailto:vivian.fietze@jpaultayloracademy.org),  
Valery Ratliff-Parker 575-644-7462 [valery.parker@jpaultayloracademy.org](mailto:valery.parker@jpaultayloracademy.org).

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: 3**

**Effective Date:** 7/1/2023

**The school's notification is hereby submitted by:** Jerry D Wallace, Chair, J Paul Taylor Academy Governance Council

**Signature of School Representative:**  \_\_\_\_\_ **Date:** Jul 24, 2023

**Signature of Governing Board Chair:**  \_\_\_\_\_ **Date:** Jul 24, 2023

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**For PEC/CSD use only** Jw

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**PEC Meeting Date:**

**Agenda:**  Consent (typical)       Regular (unusual circumstance)

**The school's notification was:**  Accepted       Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Paperwork for J Paul Taylor Academy's New Governance Council Member:

**Mark O'Neill** -JPTA GC seat #1- effective 7/1/23

Certification of board's vote accepting Mark O'Neill as a new member

Resignation Letter of Tomasa Shanbhag (effective 6/30/23)

Statement of Governing Body Members to Consult with PED

Affidavit of Mark O'Neill, Governing Body Member

Assurances of Mark O'Neill, Governing Body Member

## CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on June 27, 2023 at 6:00pm., a meeting of the Governing Body of J Paul Taylor Academy, a New Mexico public charter school, was held via Zoom Video Conference Call. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 5 in favor and 0 opposed to designate Mark O'Neill to J Paul Taylor Academy Governance Council in position 1, effective July 1, 2023.

The members voting in favor were: Coree King, Cassie McClure, Mari Noopila, Tomasa Shanbhag, and Jerry Wallace

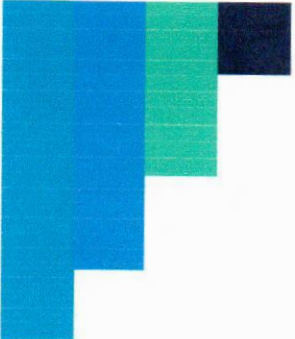
The members voting in opposition were:None

I, the undersigned, certify that this is a true copy.

Jerry Wallace

Jerry D Wallace

Chair, J Paul Taylor Academy Governance Council



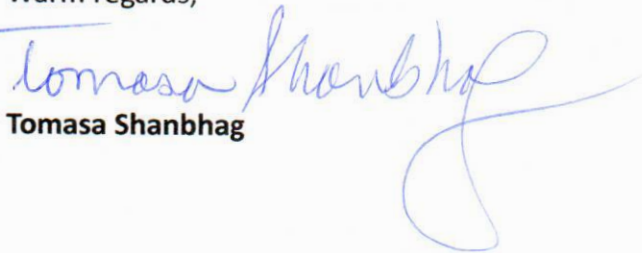
July 19, 2023

Jerry Wallace,  
J Paul Taylor Academy (JPTA) GC Chair  
Las Cruces, NM 88005  
Via email: Jerry.wallace@jpaultayloracademy.org


Dear Jerry,

It is with gratitude and respect that I submit my formal written resignation from the JPTA GC, effective June 30, 2023. I have appreciated and enjoyed the opportunity to serve with all of you, I have certainly learned a lot and am truly grateful for the work you all have done and will continue to do. As a board and as individuals you all are a tremendous asset to JPTA, and I am fortunate to have volunteered by your side these past five years. I am excited and welcome the new board members, and I wish all of you the best; thank you for your commitment. To the Executive Director, Eric Ahner, and the Staff, thank you for the wonderful work that you do.

Warm regards,



**Tomasa Shanbhag**

(575) 621-7633 

tashanbh@gmail.com 



**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the J. Paul Taylor Academy, located in Las Cruces, New Mexico.


In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.


We make this statement as part of J. Paul Taylor Academy’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.


We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.


We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

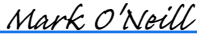
THE FOLLOWING MEMBERS OF THE J. Paul Taylor Academy GIVE THE FOREGOING STATEMENT THIS 13th DAY OF July, 2023.


1.   
[Jerry Wallace \(Jul 21, 2023 18:11 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Jerry Wallace, Chair  
\_\_\_\_\_  
[print]

2.   
[Cassie McClure \(Jul 21, 2023 17:44 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Cassie McClure, Vice-Chair  
\_\_\_\_\_  
[print]

3.   
[Vivian Fritze \(Jul 21, 2023 17:35 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Vivian Fritze, Secretary  
\_\_\_\_\_  
[print]

4.   
[Coree King \(Jul 21, 2023 16:52 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Coree King, Treasurer  
\_\_\_\_\_  
[print]

5.   
[Mark O'Neill \(Jul 21, 2023 14:01 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Mark O’Neill, Member  
\_\_\_\_\_  
[print]

6.   
[Valery Ratliff-Parker \(Jul 21, 2023 08:14 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Valery Ratliff-Parker, Member  
\_\_\_\_\_  
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# \_Statement-of-Governing-Body-to-Consult-with-PED FY24.docx


Final Audit Report


2023-07-22


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By:	April Larcher (april.larcher@jpaultayloracademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGKSh-YYLGE-qCh-8q4tbPoKAckqmBraV


## "\_Statement-of-Governing-Body-to-Consult-with-PED FY24.docx" History


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-  Document emailed to Valery Ratliff-Parker (valery.parker@jpaultayloracademy.org) for signature  
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Signature Date: 2023-07-21 - 2:14:55 PM GMT - Time Source: server- [REDACTED]
-  Document emailed to Mark O'Neill (mark.oneill@jpaultayloracademy.org) for signature  
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2023-07-21 - 10:52:45 PM GMT


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2023-07-21 - 11:34:31 PM GMT- [REDACTED]


 Document e-signed by Vivian Fietze (vivian.fietze@jpaultayloracademy.org)  
Signature Date: 2023-07-21 - 11:35:11 PM GMT - Time Source: server- [REDACTED]


 Document emailed to Cassie McClure (cassie.mcclure@jpaultayloracademy.org) for signature  
2023-07-21 - 11:35:13 PM GMT


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 Document e-signed by Cassie McClure (cassie.mcclure@jpaultayloracademy.org)  
Signature Date: 2023-07-21 - 11:44:44 PM GMT - Time Source: server- [REDACTED]

 Document emailed to Jerry Wallace (jerry.wallace@jpaultayloracademy.org) for signature  
2023-07-21 - 11:44:46 PM GMT

 Email viewed by Jerry Wallace (jerry.wallace@jpaultayloracademy.org)  
2023-07-22 - 0:10:49 AM GMT- [REDACTED]

 Document e-signed by Jerry Wallace (jerry.wallace@jpaultayloracademy.org)  
Signature Date: 2023-07-22 - 0:11:04 AM GMT - Time Source: server- [REDACTED]

 Agreement completed.  
2023-07-22 - 0:11:04 AM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
 )  
COUNTY OF )

I, Mark O'Neill, after being duly sworn, state:

1. My name is Mark O'Neill and I reside in Las Cruces, New Mexico.

2. I am a member of the governing body of the [insert name of school] in J Paul Taylor Academy  
Las Cruces, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

*Mark O'Neill*  
[Signature]

7/20/23  
Date

Mark O'Neill  
[Print]

**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 20 day of July, 2023.

**State of New Mexico**  
[Notary Seal] **Notary Public**  
**Naomi Irene Wedding**  
**Commission Number 1130255**  
**Expiration Date 11/28/2026**

*Naomi Irene Wedding*  
NOTARY PUBLIC

My commission expires: November 28, 2026.



## ASSURANCES

My name is Mark O'Neill and I reside in Las Cruces. I am a member of the governing body for J Paul Taylor Academy a charter school which is located at 402 W. Court Ave Las Cruces NM 88005. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Mark O'Neill  
Printed Name

*Mark O'Neill*  
Mark O'Neill (Jul 20, 2023 14:20 MDT)  
Signature

Jul 20, 2023  
Date






# O'Neill, Mark Assurances GC

Final Audit Report

2023-07-20

Created:	2023-07-20
By:	April Larcher (april.larcher@jpaultayloracademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA-gkWDRoQrPIUijcgkfmR1c93B6TFD3D

## "O'Neill, Mark Assurances GC" History

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-  Agreement completed.  
2023-07-20 - 8:20:10 PM GMT

Paperwork for J Paul Taylor Academy's New Governance Council Member:

**Vivian Frietze** -JPTA GC seat #6- effective 7/1/23

Certification of board's vote accepting Vivian Frietze as a new member

Resignation Letter of Mari Noopila (effective 6/30/23)

Statement of Governing Body Members to Consult with PED

Affidavit of Vivian Frietze, Governing Body Member

Assurances of Vivian Frietze, Governing Body Member

## CERTIFICATE OF GOVERNING BODY VOTE


This document certifies that on June 27, 2023 at 6:00pm., a meeting of the Governing Body of J Paul Taylor Academy, a New Mexico public charter school, was held via Zoom Video Conference Call. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 5 in favor and 0 opposed to designate Vivian Frieze to J Paul Taylor Academy Governance Council in position 6, effective July 1, 2023.

The members voting in favor were: Coree King, Cassie McClure, Mari Noopila, Tomasa Shanbhag, and Jerry Wallace

The members voting in opposition were:None

I, the undersigned, certify that this is a true copy.

 \_\_\_\_\_

Jerry D Wallace

Chair, J Paul Taylor Academy Governance Council

May 1, 2023

Attention: J Paul Taylor Academy Governance Council

Please accept this letter of resignation for my position on the J. Paul Taylor Governance Council, effective June 2023. Thank you for the opportunity to contribute to such an incredible organization over the last two years.

Sincerely,

Mari Noopila

575.571-7300

**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the J. Paul Taylor Academy, located in Las Cruces, New Mexico.


In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.


We make this statement as part of J. Paul Taylor Academy’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.


We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.


We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.


THE FOLLOWING MEMBERS OF THE J. Paul Taylor Academy GIVE THE FOREGOING STATEMENT THIS 13th DAY OF July, 2023.


1.   
[Jerry Wallace \(Jul 21, 2023 18:11 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Jerry Wallace, Chair  
\_\_\_\_\_  
[print]

2.   
[Cassie McClure \(Jul 21, 2023 17:44 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Cassie McClure, Vice-Chair  
\_\_\_\_\_  
[print]

3.   
[Vivian Fritze \(Jul 21, 2023 17:35 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Vivian Fritze, Secretary  
\_\_\_\_\_  
[print]

4.   
[Coree King \(Jul 21, 2023 16:52 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Coree King, Treasurer  
\_\_\_\_\_  
[print]

5.   
[Mark O'Neill \(Jul 21, 2023 14:01 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Mark O’Neill, Member  
\_\_\_\_\_  
[print]

6.   
[Valery Ratliff-Parker \(Jul 21, 2023 08:14 MDT\)](#)  
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[signature]  
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Valery Ratliff-Parker, Member  
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# \_Statement-of-Governing-Body-to-Consult-with-PED FY24.docx

Final Audit Report


2023-07-22


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-  Email viewed by Mark O'Neill (mark.oneill@jpaultayloracademy.org)  
2023-07-21 - 8:01:04 PM GMT- [REDACTED]
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-  Document e-signed by Coree King (coree.king@jpaultayloracademy.org)  
Signature Date: 2023-07-21 - 10:52:44 PM GMT - Time Source: server- [REDACTED]





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2023-07-21 - 10:52:45 PM GMT


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 Document e-signed by Vivian Fietze (vivian.fietze@jpaultayloracademy.org)  
Signature Date: 2023-07-21 - 11:35:11 PM GMT - Time Source: server- [REDACTED]


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Signature Date: 2023-07-22 - 0:11:04 AM GMT - Time Source: server- [REDACTED]

 Agreement completed.  
2023-07-22 - 0:11:04 AM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
 )  
COUNTY OF )

I, Vivian Frietze, after being duly sworn, state:

1. My name is Vivian Frietze and I reside in Las Cruces, New Mexico.
2. I am a member of the governing body of the [insert name of school] in J Paul Taylor Academy, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

*Vivian Frietze*  
[Signature]

7-21-23  
Date

Vivian Frietze  
[Print]

**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 21 day of July, 2023

[Notary Seal:]

*[Handwritten Signature]*  
NOTARY PUBLIC

My commission expires: April 7, 2026.

LAURA KARINA SALAISES PINUELAS  
Notary Public - State of New Mexico  
Commission # 1137780  
My Comm. Expires Apr 7, 2026

## ASSURANCES

My name is Vivian Frieze and I reside in Las Cruces NM. I am a member of the governing body for J Paul Taylor Academy a charter school which is located at 402 W Court Ave Building 2, Las Cruces NM 88005. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Vivian Fietze

Printed Name

*Vivan Fietze*  
Vivan Fietze (Jul 20, 2023 15:10 MDT)

Signature

Jul 20, 2023

Date






# Frietze, Vivian Assurances GC

Final Audit Report

2023-07-20

Created:	2023-07-20
By:	April Larcher (april.larcher@jpaultayloracademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMT6UKT2n_fIGnTOhSC-1SPyQY986TUQD

## "Frietze, Vivian Assurances GC" History

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-  Document emailed to Vivan Frietze (vivian.frietze@jpaultayloracademy.org) for signature  
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Signature Date: 2023-07-20 - 9:10:28 PM GMT - Time Source: server-[REDACTED]
-  Agreement completed.  
2023-07-20 - 9:10:28 PM GMT

Paperwork for J Paul Taylor Academy's New Governance Council Member:

## **Valery Ratliff-Parker** -JPTA GC seat #9- effective 7/1/23

Certification of board's vote accepting Valery Ratliff-Parker as a new member

Resignation Letter of Robyn Rehbein (effective 6/30/23)

Statement of Governing Body Members to Consult with PED

Affidavit of Valery Ratliff-Parker, Governing Body Member

Assurances of Valery Ratliff-Parker, Governing Body Member

## CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on June 27, 2023 at 6:00pm., a meeting of the Governing Body of J Paul Taylor Academy, a New Mexico public charter school, was held via Zoom Video Conference Call. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 5 in favor and 0 opposed to designate Valery Ratliff-Parker to J Paul Taylor Academy Governance Council in position 9, effective July 1, 2023.

The members voting in favor were: Coree King, Cassie McClure, Mari Noopila, Tomasa Shanbhag, and Jerry Wallace

The members voting in opposition were:None

I, the undersigned, certify that this is a true copy.

*Jerry Wallace*

Jerry D Wallace

Chair, J Paul Taylor Academy Governance Council

June 30, 2023

To Whom It May Concern:

I resign from the JPTA Governance Council effective today.

Thank you,  
Robyn Rehbein



**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the J. Paul Taylor Academy, located in Las Cruces, New Mexico.


In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.


We make this statement as part of J. Paul Taylor Academy’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.


We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.


We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.


THE FOLLOWING MEMBERS OF THE J. Paul Taylor Academy GIVE THE FOREGOING STATEMENT THIS 13th DAY OF July, 2023.


1.   
[Jerry Wallace \(Jul 21, 2023 18:11 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Jerry Wallace, Chair  
\_\_\_\_\_  
[print]

2.   
[Cassie McClure \(Jul 21, 2023 17:44 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Cassie McClure, Vice-Chair  
\_\_\_\_\_  
[print]

3.   
[Vivian Frieze \(Jul 21, 2023 17:35 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Vivian Frieze, Secretary  
\_\_\_\_\_  
[print]

4.   
[Coree King \(Jul 21, 2023 16:52 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Coree King, Treasurer  
\_\_\_\_\_  
[print]

5.   
[Mark O'Neill \(Jul 21, 2023 14:01 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Mark O’Neill, Member  
\_\_\_\_\_  
[print]

6.   
[Valery Ratliff-Parker \(Jul 21, 2023 08:14 MDT\)](#)  
\_\_\_\_\_  
[signature]  
\_\_\_\_\_  
Valery Ratliff-Parker, Member  
\_\_\_\_\_  
[print]











# \_Statement-of-Governing-Body-to-Consult-with-PED FY24.docx


Final Audit Report


2023-07-22


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By:	April Larcher (april.larcher@jpaultayloracademy.org)
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2023-07-20 - 2:43:57 AM GMT
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2023-07-21 - 2:14:36 PM GMT- [REDACTED]
-  Document e-signed by Valery Ratliff-Parker (valery.parker@jpaultayloracademy.org)  
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2023-07-21 - 10:51:10 PM GMT- [REDACTED]
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2023-07-21 - 11:44:46 PM GMT

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2023-07-22 - 0:10:49 AM GMT- [REDACTED]

 Document e-signed by Jerry Wallace (jerry.wallace@jpaultayloracademy.org)  
Signature Date: 2023-07-22 - 0:11:04 AM GMT - Time Source: server- [REDACTED]

 Agreement completed.  
2023-07-22 - 0:11:04 AM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
COUNTY OF Dona Ana )

I, Valery Ratliff-Parker, after being duly sworn, state:

1. My name is Valery Ratliff-Parker and I reside in Las Cruces, New Mexico.

2. I am a member of the governing body of the J Paul Taylor Academy [insert name of school] in Las Cruces, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Handwritten Signature]  
[Signature]

7/24/23  
Date

Valery Ratliff-Parker  
[Print]

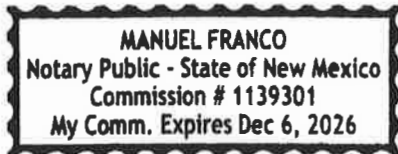
**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 24<sup>th</sup> day of July, 2023.

[Notary Seal:]

[Handwritten Signature]  
NOTARY PUBLIC

My commission expires: Dec 06, 2026.



## ASSURANCES

My name is Valery Ratliff-Parker and I reside in Las Cruces NM. I am a member of the governing body for J Paul Taylor Academy a charter school which is located at 402 W Court Ave #2, Las Cruces NM 88005. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
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18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Valery Ratliff-Parker  
Printed Name

*Valery Ratliff-Parker*  
Valery Ratliff-Parker (Jul 19, 2023 19:30 MDT)  
Signature

Jul 19, 2023  
Date