**Board of Directors of Wayside Schools**

**Meeting Minutes**

**July 19, 2017**

John Troy called the meeting to order at 6:04 PM.

Board members present: John Troy, Charles Lu, Lillian Diaz Gray, David Shelly, Glenda Ballard, and Russel Louis.

Staff present: Meghan Jones, Crystal Goolsby, Matt Abbott, Kelly Mullin, Teresa Elliott, Chad Riley, Mary Ann Spracher

Guests present: EPA PTO Representative Stephanie Bonnet Kramer

Public Comments – None

June 21, 2017 board meeting minutes were presented and reviewed. Glenda Ballard motioned to approve the minutes. Lillian Diaz Gray seconded the motion. Motion passed unanimously.

Chief Executive Officer Report

Matt Abbott presented Dr. Charles Lu’s official resignation letter to the board for approval. Russel Louis made the motion to accept the resignation, effective at the end of the current meeting. David Shelly seconded the motion. The motion passed unanimously.

Matt Abbott shared that at the board’s sole discretion they may elect to maintain their current officer and committee memberships or to elect new officers and committee members at this, their scheduled annual meeting. Glenda Ballard made the motion to keep all current officers as they stand. Charles Lu seconded the motion. The motion passed unanimously.

Matt Abbott provided the board with a construction update. Everything has been submitted for final permitting, and a lot of site work is already happening ahead of the receipt of the final permit with the use of an approved temporary permit for construction. The final permit should be on hand in the next ten business days. We are getting ready to pour the slab in the next few weeks, as well as getting ready to start excavating for wastewater. Wayside is still awaiting approval for on-site fresh water, which will require digging under Bradshaw Road to avoid going through city-protected areas. This will call for more value engineering to cover the additional costs, but we are still on schedule and still within budget at this time.

Matt Abbott gave an update on 17-18 enrollment projections. On aggregate, we are at 104% of potential full enrollment. Given there is, historically, a 10% no-show rate, this means Wayside will open on the first day at its enrollment target.

The annual evaluation of the Superintendent was tabled for executive session.

Chief Academic Officer Report

Kelly Mullin provided a brief staffing update for 2017-18. We are still looking for elementary physics and bilingual roles, but there are long-term subs in those roles for now. Matt Abbott relayed that Kelly feels confident we will lose fewer teachers after the first day of school to other districts than we did at the start of school last year.

Staff-specific updates were tabled for executive session.

Chief Financial Officer Report

Teresa Elliott presented the revised final FY 17 budget as of June 30, 2017. The actuals are the same as the previous revision. The auditor who will be on site the week of July 24th may move some items around, but not enough to significantly affect any numbers. Revenue is slightly down from June’s projection because some of it rolled to the 17-18 budget. Expenses went up slightly. The biggest change in expenses was in general administration, with a 6% increase. Overall, we are looking at closing the year with a total of $280,000 in revenue over expenses. No significant deviations from this are expected after the audit at this time. Russel Louis made the motion to approve revised final FY 17 budget as of June 30, 2017. Lillian Diaz Gray seconded the motion. The motion passed unanimously.

Teresa Elliott then presented the proposed revised salary scale and the first amendment to the initial operating budget for 2017-18. It is recommended that the pay scale be increased to a 25-year pay scale to match AISD, in order to accommodate the increase in the number of teachers being hired with more experience. The additional expense from this increase in wages is included in the FY 18 budget amendment being proposed. We are also rolling $60,000 of Federal grants over from 16-17 to FY 18. All expenses went up a bit, with the exception of AMA, due to the behavior unit moving from AMA to EPA. The most significant change is at STP, with the hire of eight new teachers who weren’t accounted for in the original 17-18 budget. The next big area of change is depreciation, which has been removed from the budget altogether, as we don’t expect to take possession of the new Bradshaw Road building in 17-18. Russel Louis made the motion to approve the new salary scale. Lillian Diaz Gray seconded the motion. The motion passed unanimously. Charles Lu made the motion to approve the first amendment to the 17-18 budget. David Shelly seconded the motion. The motion passed unanimously.

Discussion concerning specific personnel issues was tabled for executive session.

At 6:51 PM, Lillian Diaz Gray moved that we exit open session and enter into executive session to discuss all items allowable by law. Glenda Ballard seconded the motion. The motion passed unanimously.

At 9:38 PM, Charles Lu moved that we exit executive session and enter into open session. Glenda Ballard seconded the motion. The motion passed unanimously.

No action was taken as a result of executive session.

At 9:38 PM, David Shelly moved to adjourn the meeting. Lillian Diaz Gray seconded the motion. Motion passed unanimously.