**Board of Directors of Wayside Schools**

**Meeting Minutes**

**January 18, 2017**

John Troy called the meeting to order at 6:12 PM.

Board members present: Russel Louis, Suzanne Kho, John Troy, Rudy Metayer, Glenda Ballard, Chris Helmueller

Staff present:  Meghan Jones, Crystal Goolsby, Matt Abbott, Kelly Mullin, Mary Ann Spracher, Teresa Elliott, Marcia Molinar, Mary Brinkman, Dan Horn, Lisa Drummond.

Guests present: Taunya Dawnson, Wayside: EPA PTO representative

Prior to formally commencing any of the action items, John Troy, as Board President, formally announced that Rudy Metayer, Board Member, while being a lawyer by profession, does not represent Wayside Schools in any form or fashion and participates on the Board only as a volunteer and not as counsel to Wayside Schools.

Public Comments – None

Minutes were presented and reviewed. Glenda Ballard motioned to approve the November 16, 2016 meeting minutes. Rudy Metayer seconded the motion.  Motion passed unanimously. Glenda Ballard then motioned to approve the January 4, 2017 special board meeting minutes, with one edit. Rudy Metayer seconded the motion. Motion passed unanimously.

Chief Executive Officer Report

Matt Abbott provided a Board Dashboard update. He noted that he will provide a more detailed enrollment analysis with Chad Riley in February, but the current enrollment numbers reflect the increased number of ins and outs that are typical for this time of year. Enrollment may trend down slightly, but for the most part, the current enrollment numbers are at the operating norm. Teresa Elliott will meet with the board Finance committee regarding the needed budget adjustment noted in the Dashboard. No action was taken by the board on this matter.

Meghan Jones gave a fundraising update. She said the amount raised to date is $498,000. She then provided an updated status of the planning of the annual gala in February. There are currently 15 sponsors, and she is working to see if any sponsors need help filling their tables. There will also be individual tickets for sale, when the event gets closer. The most challenging fundraising aspect has been identifying prospects. No action was taken by the board on this matter.

Meghan Jones also updated the Board regarding the Wayside Schools Foundation. The initial paperwork is done, and it is currently being reviewed by our lawyer. No action was taken by the board on this matter.

Matt Abbott presented a TEA Statement of Impact to the board regarding Kairos Ed, a Charter School applicant set to open in the 18-19 school year. Matt drafted a letter stating the opening of the school would not adversely affect Wayside, and he requested the board’s approval to send the letter to TEA. Russel Louis motioned to approve the letter. Rudy Metayer seconded the motion. The motion passed unanimously.

John Troy and Matt Abbott presented a new board applicant for consideration, Lillian Diaz Gray. Suzanne Kho, Rudy Metayer, and John Troy all spoke well of her diligence and enthusiasm, and they thought she would make an excellent addition to the board, given her background, knowledge, and skill set. Suzanne Kho motioned to add Lillian Diaz Gray to the board, contingent upon approval from her employer’s compliance officer. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott informed the board that he, along with Kelly Mullin, Teresa Elliott, and Chad Riley, will be participating the Achievement First Charter School Network Accelerator program, which is one of the highest coveted fellowships for charter school leaders in the country. No action was taken by the board on this matter.

The 2016-17 Executive Evaluation goal review for Quarter #2 was tabled for executive session as allowable by law.

Chief Academic Officer Report

Matt Abbott informed the board that TEA is revamping its method of evaluating schools for the 17-18 school year, moving from a “pass/fail” system to an A-F rating, with grades C and up counting as passing. The commissioner did a pilot of the rating system this year, and Wayside received Fs as expected because of its IR status. No action was taken by the board on this matter.

Kelly Mullin then informed the Board that TAPR reports are available for review for the 2015-16 school year. She requested the board to formally acknowledge the public availability of the TAPR reports. Suzanne Kho motioned to acknowledge the reports. Chris Helmueller seconded the motion. The motion passed unanimously.

Kelly Mullin presented her Middle of the Year (MOY) Academic Data Review, in conjunction with her Academic Report. STP made the most growth during the first semester. The District improved in 20/32 areas. EPA has the most diverse needs amongst students, and Lisa Drummond has intervention plans in place to help students on every performance level improve. Kelly Mullin feels confident that Wayside is on track to be in good standing again. No action was taken by the board on this matter.

Kelly Mullin provided a staffing update. The SPED director will be resigning at the end of March for personal reasons. The SEL left at the end of 2016, and a counselor was hired in his place. It is also intent to return season for staff, and Kelly Mullin and Mary Ann Spracher are actively working on plans to encourage staff to resign or give their intents to return as early possible, and they are collaborating with school admin teams.

Kelly Mullin informed the board that the first student was accepted to college for the 16-17 school year. Discussion of a specific student’s college application status was tabled for executive session per FERPA regulations.

Special Education services concerning a specific student were also tabled for executive session.

Chief Financial Officer Report

Teresa Elliott presented the financials as of November 30, 2016. Budget amendment consideration will be reported in February.

Consideration of rent reduction for Jumpoline was tabled for Executive Session.

Matt Abbott then provided an update on construction at the new site in Chad Riley’s absence. Some major hurdles were crossed, and all easements have now been submitted to the City. The earliest possible move will be midyear in 17-18, with the possibility of delaying the move for a full year. Groundbreaking is still planned for Winter 2017, but it may also be delayed. Matt Abbott, Teresa Elliott, and Chad Riley are working together closely to evaluate the financial and enrollment impacts, and plans to accommodate those impacts will be presented to the board in February.

Discussion concerning specific personnel issues was tabled for executive session.

At 7:59 PM, Russel Louis moved that we exit open session and enter into executive session to discuss all items allowable by law. Suzanne Kho seconded the motion.  Motion passed unanimously.

At 8:55 PM, Russel Louis moved that we exit executive session and enter into open session. Glenda Ballard seconded the motion.  Motion passed unanimously.

As a result of executive session deliberation, in open session Russel Louis made a motion not to approve decreased rent for Jumpoline. Chris Helmueller seconded the motion. The motion passed unanimously.

No other items discussed in executive session required board action at this time.

At 8:59 PM, Russel Louis moved to adjourn the meeting. Suzanne Kho seconded the motion.  Motion passed unanimously.