**Board of Directors of Wayside Schools**

**Meeting Minutes**

**August 16, 2017**

John Troy called the meeting to order at 6:09 PM.

Board members present: Suzanne Kho, John Troy, Rudy Metayer, Glenda Ballard, Lillian Diaz Gray, David Shelly, Wyatt Harper

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

Guests present: Wayside: EPA PTO representative Stephanie Bonnet Kramer

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

July 19, 2017 board meeting minutes were presented and reviewed. David Shelly motioned to approve the minutes. Wyatt Harper seconded the motion. Motion passed unanimously.

Chief Executive Officer Report

Kelly Mullin provided the Board with a list of important events for the 2017-18 school year, and invited the board to attend, as they are able. No action was taken on this matter.

Matt Abbott presented a draft of the revised Dashboard for the Board to review in 17-18. It was revised based on Achievement First’s recommendations and reframed to focus more on the Network Support Team’s customer service. No action was taken on this matter.

Meghan Jones provided a fundraising update. Grants are the same as they were at the end of last year. Meghan Jones then presented the board with four school event dates for them to attend and invite people to. Meghan Jones also informed the board that she kicked off the annual employee giving campaign and, thus far, 49% of the total network-wide staff are participating. She also kicked off a parent giving campaign.

Matt Abbott presented a resolution to file a TEA Waiver to the seven hours school day rule for regular early release on Fridays. The legislature passed a law calling for a seven hour school day every day. Wayside met the minute requirement, but not the seven hour school day requirement, which should not be applicable for charter schools. Wayside may or may not need to apply for a waiver to the seven hours day rule. Matt requested the board approve the waiver in advance, should it become necessary. Suzanne Kho made the motion to approve the submission of a waiver request to TEA against the seven hour school day, if it becomes necessary. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott explained to the board the passage of David’s Law (SB179) and its ramifications for Wayside’s policies. The law extends a school’s jurisdiction in bullying situations to cyberbullying, and also requires the school to contact police in bullying situations. Matt Abbott requested the board’s authorization to work with school counsel to make HR handbook revisions, student handbook revisions, and draft a board provision and form to comply with the law. Suzanne Kho made the motion to approve all components necessary to comply with David’s Law. Rudy Metayer seconded the motion. The motion passed unanimously.

Enrique Burmeister provided an enrollment update. First day enrollment was low, but that is typical for the first day in past years. Overall enrollment is at 95%, which is a 2% improvement from where enrollment was at this time last year. Wayside: REAL and Wayside: EPA are above the attendance target of 96%. The goal is to meet the financial projection for attendance and enrollment within the first quarter of school starting.

Matt Abbott provided a construction update on the new Bradshaw Road campus. Off-site utilities were finally approved, which was a huge win. On-site water and the accompanying $130,000 tapping fee from the city are requiring Matt Abbott and Teresa Elliott to do more value engineering. Overall, the project is still on track.

The Annual Evaluation of the Superintendent for 2016-17 was tabled for Executive Session.

Consideration of the Superintendent Contract for 2017-18 was tabled until after Executive Session discussions when we return to open session.

Chief Academic Officer Report

Kelly Mullin presented the 2016-17 STAAR ratings for campus and network review. The district and all campuses met standard. Wayside: AMA did not meet index 1, but it still passed because it met index 2 and a combination of indexes 3 and 4. Wayside: STP received two distinctions: social studies and postsecondary readiness.

Kelly Mullin then provided an update on the implementation of the A-F rating system. The system will apply at the district level starting in 2018, and it will apply at the campus level in 2019.

Kelly Mullin also gave a staffing update. The biggest change in turnover from last year to this year is that last year core teachers were leaving, and this year, specialty teachers are leaving instead. In terms of hiring, the biggest challenge is finding and keeping SPED and Bilingual teachers. We are currently looking for new SPED staff for Wayside: REAL Learning Academy to implement a new SPED program at that campus that will enable scholars to stay at one site until high school.

A Special Education Services update concerning specific students was tabled for Executive Session.

Chief Financial Officer Report

Teresa Elliott presented the Literacy First of UT contract for tutoring services to the Board for approval. The program provides nine interns for $90,000 to assist with supplemental reading intervention. Wyatt Harper made the motion to approve the interlocal cooperation contract with Literacy First. Rudy Metayer seconded the motion. The motion passed unanimously.

Teresa Elliott then presented the data that was included on the EMMA report for Q4 of 2017. Schools are required to upload financials into the electronic municipalities system within 45 days of the end of each quarter. The numbers are subject to change, but they should not change significantly. No action was taken on this matter.

Teresa Elliott then presented Wayside’s preliminary 2016-17 FIRST rating report. Wayside received a Superior rating with 96/100 points. Points were lost for days’ cash on hand, as well as for the administrative cost ratio. No action was taken on this matter.

Discussion concerning specific personnel issues was tabled for Executive Session.

At 8:03 PM, Glenda Ballard moved that we exit open session and enter into executive session to discuss all items allowable by law. Lillian Diaz Gray seconded the motion. Motion passed unanimously.

At 9:37 PM, Glenda Ballard moved that we exit executive session and enter into open session. Lillian Diaz Gray seconded the motion. Motion passed unanimously.

As a result of executive session and the completion of the annual superintendent evaluation for 16-17, Lillian Diaz Gray made the motion to fulfill the performance bonus as listed in the 16-17 superintendent contract as Matt Abbott met all of the requirements to earn it, and to renew Matt Abbott’s contract for the 2017-18 school year, pending final legal review with counsel and John Troy’s approval on behalf of the board. Suzanne Kho seconded the motion. The motion passed unanimously.

At 9:41 PM, David Shelly moved to adjourn the meeting. Wyatt Harper seconded the motion. Motion passed unanimously.