

Board of Directors of Wayside Schools
Meeting Minutes
September 20, 2017

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

Board members present: Suzanne Kho, John Troy, Glenda Ballard, David Shelly, Russel Louis

Staff present: Meghan Jones, Crystal Goolsby, Matt Abbott, Kelly Mullin, Mary Ann Spracher, Teresa Elliott, Hope Astor, Lisa Drummond

Guests present: Kendra Monk, Region 13 Service Center representative; Matthew Childs, Board Applicant.

Public Comments – None

August 16, 2017 board meeting minutes were presented and reviewed. Glenda Ballard motioned to approve the minutes. David Shelly seconded the motion. Motion passed unanimously.

Chief Executive Officer Report

Matt Abbott first presented Matthew Childs, a board applicant, to be considered for addition to the board. David Shelly felt Matthew could contribute his expertise to forward the mission of Wayside. Matt Abbott noted Matthew Childs has a history in marketing, and John Troy was impressed with the caliber of Matthew's questions on his tour of Wayside. Russel Louis made the motion to add Matthew Childs to the board. Suzanne Kho seconded the motion. The motion passed unanimously. John Troy then informed Matthew Childs that he would be able to participate as an active member at the October meeting.

Crystal Goolsby presented the draft preview of the Board Operations Manual for potential adoption at the October Board meeting. Crystal Goolsby explained that the manual contains proper board procedures, codes of ethics, and other pertinent board policies. Matt Abbott explained the manual is part of a greater, improved structure to tighten up board operations.

Matt Abbott present the revised and updated dashboard. The dashboard was modified for 2017-18 to better match Wayside's 2017-18 goals and priorities It also shifted its focus to better evaluate customer service, and it narrowed the goals previously set for Finance and Academics to be more specific.

Meghan Jones provided a fundraising update. MSDF is wanting to give more money up front than originally anticipated, so Q1 fundraising numbers will be higher than anticipated. Meghan Jones then invited the board to a student art show at Wayside: Sci-Tech Preparatory, and she provided the board with invitations to invite potential donors. Meghan Jones said her goal next quarter is to increase the size of the donor mailing list, and she requested the board to help add 250 individuals to the list. The board committed to help her by creating a matching fund to support this project with each member contributing \$140 toward the project.

Matt Abbott provided a 2017-18 enrollment and attendance update. Network-wide enrollment is at 94%. Pre-K continues to present the most attendance challenges, because it is half day and not required schooling.

Matt Abbott then provided a construction update on the new Bradshaw Road campus. We are still on track to open on time. All paperwork is in place to keep construction moving, but the next steps in construction will be noisier, so we are making sure to communicate with the neighbors to keep them up-to-date.

Matt Abbott presented multiple policy updates and memos for consideration for adoption. They included a policy implementing a school lunch payment grace period of five days; a policy on rehiring teachers who retired in the TRS system; a policy on criminal history background check regulations; and a memo for Special Education Operating Guidelines, stating Wayside will not pay unreasonable fees for special education evaluations performed by third parties outside of those Wayside provides. David Shelly made the motion to approve all four memos and policies. Glenda Ballard seconded the motion. The motion passed unanimously.

Updates concerning the Wayside Schools COO search were tabled for Executive Session.

Adoption of the Superintendent's goals and evaluation process for 2017-18 were tabled for Executive Session.

Chief Academic Officer Report

Hope Astor introduced Region 13 service provider representative Kendra Monk to present the notification of Wayside: STP's status as a TEA priority school to the board. This is a Federal label and program that lasts for one year, and a school's qualification is determined based on System Safeguards, which is related to STAAR Testing and scores, and TAIS (the Texas Accountability Intervention System.) The goal of this program is to make improvements on instructional tools and intervention plans that are already in place. Kendra Monk will meet with Hope Astor and other Wayside staff to perform systematic data analysis to see how students' learning is affected by assignments, tests, etc. The program also includes a Priority School Grants of \$60,000-\$75,000 to supplement Title I funds.

Kelly Mullin discussed her September Academic Report. She noted she is still working on the formative assessment data, and it will be available for the October meeting. She presented the MAP data, which tracks student growth and how they perform on assessments. 47% are on track to meet state standards in reading within 10%, and 39% are on track to meet standard in math within 10% based on this beginning-of-year assessment.

Kelly Mullin then presented a 2017 beginning-of-year data summary from benchmarks. Students are on track to master state assessments in both the elementary and secondary grades. She noted it is surprising math numbers are low on the beginning-of-year benchmark assessment, considering math was a significant area of improvement last year, but the rollout of Math Stories should improve these numbers.

Kelly Mullin presented a school staffing update. Wayside had four regrettable and five non-regrettable employees leave since the beginning of the year. Matt Abbott noted that this turnover rate occurred because of a series of unfortunate events for most of the employees who left. Mary Ann Spracher was asked to re-do her portion of the staffing update because it contained old percentages.

Kelly Mullin gave an update on the 2018 graduates. The class already shows a lot of interest in college applications. Wayside: STP is building a relationship with www.merrygoround.com, a website with useful resources on the college application process.

Special Education services concerning a specific student were tabled for discussion in Executive Session as allowable by law.

Chief Financial Officer Report

Teresa Elliott presented the financial statements as of July 31, 2017. A few sections in the report were over the 8.4% spend rate, due to various factors in the first month of the fiscal year. One factor was that IB fees hit in July. General Admin costs were also high in July because of the insurance bill hitting. Technology costs were high because of new technology purchased for students. It is, however, normal for costs to be high this time of year for these specific items.

Board action on the default of Agape Church's loan after legal consultation was tabled for Executive Session.

Discussion concerning specific personnel issues was tabled for discussion in Executive Session as allowable by law.

At 8:15 PM, Suzanne Kho moved that we exit open session and enter into executive session to discuss all items allowable by law. David Shelley seconded the motion. Motion passed unanimously.

At 9:00 PM, David Shelly moved that we exit executive session and enter into open session. Russel Louis seconded the motion. Motion passed unanimously.

As a result of executive session discussion, Russel Louis made the motion to move forward on calling in the note in full due to the default of Agape Church on the outstanding loan, effective immediately, and in accordance with legal guidance. David Shelley seconded the motion. Motion passed unanimously.

No other action was taken as a result of executive session discussion. The board will revisit the Superintendent's goals and evaluation process for 2017-18 at the October meeting.

At 9:03 PM, Glenda Ballard moved to adjourn the meeting. Russel Louis seconded the motion. Motion passed unanimously.