

Board of Directors of Wayside Schools
Meeting Minutes
October 18, 2017

Suzanne Kho, acting as Board President in the absence of John Troy, called the meeting to order at 6:03 PM.

Board members present: Suzanne Kho, Glenda Ballard, David Shelly, Wyatt Harper, Lillian Diaz Gray, Matthew Childs

Staff present: Meghan Jones, Crystal Goolsby, Matt Abbott, Kelly Mullin, Mary Ann Spracher, Teresa Elliott, Marcia Molinar, Deroald Hopkins

Guests present: None

Public Comments – None

September 16, 2017 and September 20, 2017 board meeting minutes were presented and reviewed. David Shelly motioned to approve the minutes. Glenda Ballard seconded the motion. Motion passed unanimously.

Chief Executive Officer Report

Matt Abbott first introduced Deroald Hopkins, the new Wayside COO, to the Board. Deroald Hopkins gave the Board a brief summary of his background, and the board members introduced themselves and explained their backgrounds to Deroald.

Matt Abbott then presented the Board Procedures Manual to the board to consider for adoption. Matt Abbott noted the manual needs a few additions, so he gave the board the option to adopt the document as it is, and re-adopt it with additions at the November meeting, or they could table it for consideration in November. Lillian Diaz Gray made the motion to approve the existing document and bring it back for full adoption at the November meeting. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott presented the October Dashboard. Wayside is on target, budget-wise, in attendance and enrollment. Wayside will be adopting Achievement First's attendance protocol to improve attendance even more. Teresa Elliott highlighted the fact that days' cash on hand appears low on the Dashboard--56 days--but it is because the Dashboard reflects the August 31st Financials, and Wayside had not yet received 2017-18 funding in August. Wayside is currently at 86 days' cash on hand.

Meghan Jones gave the Board a fundraising update. She informed the Board she and Matt Abbott are preparing a pitch for a new funder. She also reminded the board of the challenge campaign that is in place, to increase subscribers by 150 people. She invited the Board to Wayside: REAL Learning Academy's project exhibition night on November 16th. Matt Abbott noted there is still a fundraising gap of \$360,000, and the big push in fundraising this year will be to close that gap. Matt Abbott also explained KLE's payment was pushed back to Q3 because MSDF moved their donation payment up, which will ultimately be a wash, but the changes will reflect in quarterly financials.

Matt Abbott provided a construction update on the new Bradshaw campus. He informed the board Wayside has gone vertical, and we continue to be on target for our delivery date, assuming no curveballs come about. Matt Abbott is visiting the neighbors adjacent to the construction site on Halloween to thank them for their cooperation.

Matt Abbott informed the board that, per advice from the lawyer, he needs the board to authorize him to design pregnancy-related services that best serve Wayside Schools. He explained that, in terms of funding, pregnant students are given a weight of 2.4 students for funding purposes if pregnancy-related services are provided, which include homebound services, as well as services provided throughout their pregnancy to prepare them, with the minimum requirement being counseling and support once homebound services are required. Matt Abbott noted specific questions about the student(s) need to be tabled for Executive Session. Wyatt Harper made the motion to authorize Matt Abbott to design pregnancy-related services best suited for Wayside Schools. David Shelly seconded the motion. The motion passed unanimously.

The adoption of the 2017-18 evaluation and goals for the Superintendent were tabled for Executive Session.

The Superintendent's Q1 reflection and evaluation were tabled for Executive Session.

Chief Academic Officer Report

Kelly Mullin presented her Academic report for the network. Glenda Ballard provided her perspective on behalf of the Academic Committee. She said most areas are in the red because the Academic Committee advised Kelly Mullin to increase her goal for students who reach mastery level to 80%, which is a stronger goal than in the past. Kelly Mullin noted the formative assessment data is in the red because scholars are taking assessments on subjects they have not yet been taught. The observational data is in the red because scholar statistics in mastery are showing that, though a teacher appears to give a strong lesson on a subject, it is not given in a way that allows the scholars to master the material. MAP and Benchmark data will not change until the middle of the year.

Kelly Mullin explained why literacy is now a mini-priority for the network. The Wayside Executive Cabinet decided literacy was a priority that could not wait any longer, and they are building tools to support the work. The Cabinet is also asking each campus to think about which aspects of literacy they can drill down on. The benefits to this work are twofold--it helps the scholars better improve their literacy, and it helps develop stronger leaders. Matt Abbott highlighted the Network All-Leaders Meeting on December 1st as an important date for the Board to keep in mind, and to attend, if possible.

Kelly Mullin informed the Board one scholar from the 2017-18 graduating class has been accepted to Texas A&M.

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 August 31, 2017. Financials were in the black. Expenses are tracking around where we want.

Teresa then presented the second budget amendment for the 2017-18 school year. She informed the board revenue increased by \$1.2 million since the original budget adoption in April 2017, but it was offset by \$800,000 in expenses. The increased revenue comes from uniform sales, Title funds rollover, increased participation in the free and reduced lunch program, and state/federal new grants--the Carl Perkins grant, a tech award to support STEM at the high school level, and a Priority Grant from Region 13. These revenue increases put Wayside's Annual Budgeted Revenue over \$20 million. Matt Abbott added some of our revenue numbers we budgeted low because of the initial conservative projects for enrollment and attendance. For expenses, there is an increase in salaries, because the teacher pay for years of experiences was more than originally anticipated. Wayside: REAL Learning Academy also added a LifeSkills unit, which required Wayside to hire three new FTEs. General Operations reflected the biggest increase in expenses, because the cost of food increased with the increased participation in the free and reduced lunch program. There was also an increase in legal expenses, as well as an increase in costs on construction at the Bradshaw site. Teresa Elliott explained Wayside needs to start looking at additional Capital Expenditures in FY18, where possible. As the amended budget stands, Wayside is projected to have 77 days' cash on hand in June 2018. Wyatt Harper made the motion to approve the budget amendment. Lillian Diaz Gray seconded the motion. The motion passed unanimously.

Teresa Elliott then request the board's approval to remove herself as a signer on Wayside's bank account, and to add Kelly Mullin and Deroald Hopkins. Glenda Ballard made the motion to add Deroald Hopkins and Kelly Mullin, and to remove Teresa Elliott. Wyatt Harper seconded the motion. The motion passed unanimously.

Discussion of the timeline and status for the Agape loan was tabled for Executive Session.

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

At 7:11 PM, Lillian Diaz Gray moved that we exit open session and enter into executive session to discuss all items allowable by law. Matthew Childs seconded the motion. Motion passed unanimously.

At 7:45 PM, Matthew Childs moved that we exit executive session and enter into open session. David Shelly seconded the motion. Motion passed unanimously.

As a result of executive session discussion, Glenda Ballard made the motion to approve the Superintendent's goals and evaluation for the 2017-18 school year. David Shelly seconded the motion. The motion passed unanimously.

No other action was taken as a result of executive session discussion.

At 7:50 PM, Lillian Diaz Gray moved to adjourn the meeting. Glenda Ballard seconded the motion. Motion passed unanimously.