

Board of Directors of Wayside Schools
Meeting Minutes
May 16, 2018

Suzanne Kho called the meeting to order at 6:03 PM.

Board members present: John Troy, Suzanne Kho, Glenda Ballard, Wyatt Harper, David Shelly

Staff present: Meghan Jones, Crystal Goolsby, Matt Abbott, Marcia Molinar, Deroald Hopkins

Guests present: None

Public Comments: None

April 14, 2018 and April 18, 2018 board meeting minutes were presented for review and approval. Glenda Ballard made the motion to approve the April 14, 2018 minutes. David Shelly seconded the motion. The motion passed unanimously. David Shelly made the motion to approve the April 18, 2018 minutes. Wyatt Harper seconded the motion. The motion passed unanimously.

Chief Executive Officer Report

Matt Abbott gave the board an update regarding their development and evaluation. He and the communications coordinator are working to produce an electronic copy of the evaluations presented at the board retreat, and they are also working to produce a survey to send the board to evaluate their engagement, in conjunction with Suzanne Kho.

Matt Abbott then provided a Dashboard update. Enrollment numbers are holding steady, and there has been a slight uptick in funding. Wayside is serving more scholars who receive free and reduced lunches this year. Enrollment is trending consistently. Updates on Academics sections of the Dashboard will be provided during Marcia Molinar's updates.

Matt Abbott provided a construction update. Wayside is still trending toward getting the building completed on time. Deroald Hopkins added Wayside is finalizing the details of the campus move, choosing furniture and a moving company. All portables are completely installed.

Meghan Jones provided a fundraising update. The total raise at the gala was \$56,866. Total expenses were around \$7,000, so it netted around \$50,000, which is the same as last year. Meghan Jones is going to consult her Development committee to discuss ways to make the gala more lucrative. The Webber Foundation granted Wayside \$25,000 toward IT infrastructure for the new campus. The Powell Foundation increased their commitment for next year by \$5,000, bringing their total commitment up to \$30,000.

Meghan Jones then informed the board the Shane and Lisa (SLA) Foundation surprised the seniors at Wayside: Sci-Tech High with a limousine ride to the Four Seasons to meet their entrepreneur friend at Zebra.com and learn about his story. The SLA Foundation also plans to host additional events with the seniors as part of their mentor program. The goal of the program is to keep scholars engaged to ensure they show up for their first day of college.

Matt Abbott informed the board a correction needed to be made to the 2018-19 Academic calendar, to move MLK Day from January 14th to the correct date of January 21, 2019. Wyatt Harper made the motion to approve the correction to the calendar. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott then presented the board with an updated 2018-19 school uniform policy concerning tights and leggings, per a request from administration. The policy states leggings and tights can only be navy, black, or white, and can only be worn under another piece of approved uniform clothing. Wyatt Harper made the motion to approve the policy update. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott informed the board that Stacy Erb, who was appointed to the board at the April board meeting, will not be able to serve actively on the board until July, per the request of her employer, Apple, Inc.

Matt Abbott requested the board approve the 2018-19 staff development day waivers. He explained TEA requires a certain number of staff development days, but it also allows for a certain number of staff development waivers. Matt Abbott requested the board authorize him and his respective team to fill out staff development waivers as necessary to be in compliance with TEA. Wyatt Harper made the motion to approve the waivers. Glenda Ballard seconded the motion. The motion passed unanimously.

The Superintendent's Q3 evaluation update was tabled for Executive Session, as allowable by law.

Chief Academic Officer Report

Marcia Molinar presented her Academic Report. She first presented the data from Round 1 of STAAR testing. The data is from April for 5th and 8th grade. The scores improved in all areas at an unprecedented rate. Wayside still needs to cover more ground in improving scores with special populations of scholars, such as Special Education scholars.

Marcia Molinar then gave an update on college acceptances. 62% of graduates are accepted to college, 10% applied and are still waiting for responses, and one scholar will be attending a trade school. 23% of scholars have still not applied to college.

Marcia Molinar gave a staffing update. Wayside is interviewing for a high school principal. A Head of Schools has been chosen, and an elementary school principal has been chosen.

Marcia Molinar then provided an update on the District Improvement process. ESSA requires schools to present reports showing how our school is spending money to ensure we are spending money the way we are supposed to, and the reports are supposed to outline our spending plan for 2018-19. Final drafts of reports will be presented for action at a later board meeting.

Marcia Molinar requested the board approve the instruction materials allotment certificate, which gives Wayside permission to spend funds on textbooks and instructional materials for 2018-19. Glenda Ballard made the motion to approve the instructional materials allotment. David Shelly seconded the motion. The motion passed unanimously.

Discussion and possible action on a Special Education Services Agreement and associated fees concerning specific students was tabled for Executive Session.

Chief Operations Officer—Deroald Hopkins

Deroald Hopkins presented the financial statements as of April 30, 2018. Enrollment and attendance were steady through April 30th. All areas pertaining to FIRST ratings are in compliance, except for the long-term debt ratio, because Wayside has reached the maximum of its debt capacity, but this is okay, as long as the other areas remain compliant. Overall budget revenue is at 86%. Newly filled staff positions will start in June, which will affect Wayside's cash position before the fiscal year is over. Days cash on hand is currently at 84 days.

Deroald Hopkins then requested the board give the finance and facilities teams authorization to vet vendors and make a final decision on competitive sealed bids for custodial services at the new Bradshaw campus. Neither Wayside nor the board members have existing relationships with any of the vendors. Suzanne Kho made the motion to authorize the FinOps team to evaluate the three top contractors and pick the right one for the school. Wyatt Harper seconded the motion. The motion passed unanimously.

Deroald Hopkins then presented a preliminary budget for 2018-19. It reflects an enrollment target of 93% based on how enrollment has been trending this year. The attendance target is 95%. It reflects \$19 million in state revenue. The gross revenue will be the ultimate target. It also shows doubled costs for transportation services as part of a retention strategy. The operating costs increased due to taking possession of the Bradshaw campus in 2018-19 and its accompanying operational and maintenance costs. Wyatt Harper made the motion to approve the preliminary budget. Suzanne Kho seconded the motion. The motion passed unanimously.

Discussion and updates concerning specific personnel issues were tabled for Executive Session, as allowable by law.

At 8:18 PM, Suzanne Kho moved that we exit open session and enter into executive session to discuss all items allowable by law. David Shelly seconded the motion. Motion passed unanimously.

As a result of Executive Session, Glenda Ballard made the motion to approve action on the SPED agreement and associated fees. Wyatt Harper seconded the motion. The motion passed unanimously.

At 8:20 PM, Suzanne Kho moved to adjourn the meeting. David Shelly seconded the motion. Motion passed unanimously.