

**Board of Directors of Wayside Schools
Meeting Minutes
September 24, 2018**

John Troy called the meeting to order at 6:07 PM.

Board members present: John Troy, Stacy Erb, Glenda Ballard, Suzanne Kho, Lillizan Diaz Gray, Wyatt Harper, Glenda Ballard, David Shelly

Staff present: Meghan Jones, Crystal Goolsby, Matt Abbott, Marcia Molinar, Brian Clason, Kierstin Howard

Guests present: Michelle McCurdy, parent of two Altamira scholars, and Rachel Coff, parent of an Eden Park scholar

Public Comments: Michelle McCurdy, parent of two Wayside: Altamira Academy scholars, presented financial concerns regarding the 2019-20 uniforms, especially in relation to the quality of the uniforms, as they seem to wear very quickly.

Rachel Coff, a parent of a Wayside: Eden Park Academy scholar, voiced she is trying to understand the reasons behind the uniform policy change. She also has a process concern, as it appears these changes were made with no input from families.

John Troy thanked both individuals for their input, noting uniforms are on the agenda for discussion during this meeting.

August 15, 2018 board meeting minutes were presented for review and approval. David Shelly made the motion to approve the minutes. Glenda Ballard seconded the motion. The motion passed unanimously.

Chief Executive Officer Report

Matt Abbott provided a Board Dashboard update. Free and reduced lunch numbers are at roughly 60%, though concrete numbers will be available in October. Enrollment numbers are below budget projections.

Meghan Jones provided a fundraising update. Wayside has secured \$476,018 in pledges. Wayside still needs \$1.2 million, out of which we know where \$793,000 is coming from. Meghan Jones, Ashlei Brittany, and Matt Abbott are in the process of scheduling donor meetings, and a consultant is coming to meet with Matt Abbott and Meghan Jones this week to strategize for better methods to schedule meetings and obtain funders.

Meghan Jones then presented the board with gala sponsor packets. There are three levels of sponsorships, some corporate-leaning, and individuals will no longer be able to sponsor a table.

There will also be three other donor activities throughout the year: Active for Athletics, which will replace the Fund Run and will be incorporated into PE curriculum; "We Are Wayside," a Founder's Day event to build community and gain corporate sponsorships; and the March 29th Gala.

Matt Abbott then presented the board with a revised uniform policy for the 2019-20 school year, based on concerns that were communicated from families. The revision would allow navy-colored pants as an option, which was previously eliminated. There was also a revision on outerwear to include plain, unhooded fleeces in navy or black, whereas the policy previously only allowed for Wayside-branded outerwear. The idea behind the initial uniform change was to unify all of Wayside under a single look, and to streamline uniform sales. The board needs to make a decision on whether or not they want scholars in branded attire.

Invited testimony from both parent representatives present (listed above) noted their concerns were cost and quality of the clothing.

The board and the parents present agreed more feedback is needed prior to deciding to make additional changes to the uniform policy. Wayside will send a survey to families to request feedback on the new uniforms, and uniforms will go back on the agenda in November. John Troy reaffirmed Wayside's commitment to a consistent uniform logo.

Matt Abbott requested the board approve the presented revisions on outerwear and pants color for now. Lillian Diaz Gray made the motion to add navy pants and unbranded outerwear back to the 2019-20 uniform policy. Matthew Childs seconded the motion. The motion passed unanimously.

Matt Abbott then presented a revision to the scholar handbook non-discrimination policies, to align with the employee handbook to include "citizenship/immigration status" in the scholar handbook harassment policy. Glenda Ballard made the motion to add "citizenship/immigration status" to the non-discrimination policies in the scholar handbook. Stacy Erb seconded the motion. The motion passed unanimously.

Matt Abbott then presented a resolution for a non-expansion amendment to add a PO box as the mailing address for the Bradshaw campus. The United States Postal Service will not deliver to the building, since it is in a rural area, so they require a PO Box or a mailbox at the end of the driveway. Wayside needs to get a PO box for Bradshaw because of the secure nature of the documents that come in the mail. Glenda Ballard made the motion to approve the resolution to acquire a PO box. Stacy Erb seconded the motion. The motion passed unanimously.

The Superintendent's annual evaluation and possible action was tabled for Executive Session, as allowable by law.

Discussion and possible action on the Board Self-Evaluation was tabled for Executive Session, as allowable by law.

Chief Academic Officer Report

Marcia Molinar tabled the September Academic Report for Executive Session, as the data is broken up so specific teachers and scholars are identifiable through the data.

Marcia Molinar then presented the final 2018-19 District Improvement Plan for approval. Glenda Ballard made the motion to approve District Improvement Plan for 2018-19. Stacy Erb seconded the motion. The motion passed unanimously.

Marcia Molinar presented background on the 2018-19 Targeted Improvement Plan for Wayside Schools and Wayside: Altamira Academy. Because of Wayside: Altamira Academy's "Improvement Required"

status, and Wayside Schools' Network rating of a D, Wayside will need to form an improvement committee made of staff and community members to set short, mid-length, and long-term goals for improvement, along with owners and action steps. The Targeted Improvement Plan document will be available and actionable at the October board meeting.

Discussion concerning specific students was tabled for Executive Session, as allowable by law.

Discussion and possible action on Special Education services concerning specific students was tabled for Executive Session, as allowable by law.

Chief Operations Officer

Wyatt Harper, who serves on the Finance Committee, presented the Statement of Activities as of August 31, 2018 in Deroald Hopkins' absence. There will be a significant budget amendment in October due to enrollment being down as compared to original budget projections. John Troy noted that, because Wayside did not qualify for TEA's accelerated payment schedule, Wayside will be managing cash more tightly this year. Wyatt Harper informed the board the budget is tracking on the expense side.

Matt Abbott then presented the board with Wayside's Standard & Poor (S&P) rating. S&P reaffirmed Wayside's existing score of a BB+. The target is to get a BBB-, so Wayside needs to strategize ways to build a larger reserve to get over 100 days' cash on hand.

Matt Abbott presented the Literacy First tutoring contract for the board to approve. The tutors come via the UT Dana Center and an AmeriCorps contract. The cost of the contract has already been built into the budget, and costs of the tutors is cheaper than any other tutoring contract Wayside could find. Stacy Erb made the motion to initiate and approve the agreement with Literacy First. Glenda Ballard seconded the motion. The motion passed unanimously.

Matt Abbott then presented a contract with Kelly Services for staffing support. Multiple staff will be utilizing FMLA this year, so there will be longer absences that need to be filled. The contract is formatted as "pay-as-you-go," based on frequency of use of the services. The salary of the employees on FMLA would cover a large portion of the costs of the contract. Marcia Molinar added the contract will allow Wayside to fill long-term sub needs with certified individuals. Wyatt Harper made the motion to approve the contract with Kelly Services. David Shelly seconded the motion. The motion passed unanimously.

Matt Abbott presented a contract with Conscious Schools for supporting the 2018-19 school improvement efforts. With the loss of a Head of Schools, a this contract will allow Wayside to bring in extra support to implement the necessary changes to improve the Network as a whole. Brian Clason and Kierstin Howard already had an initial meeting with the contractor and vouched for his skills and experience. David Shelly made the motion to approve the contract with Conscious Schools. Lillian Diaz Gray seconded the motion. The motion passed unanimously.

Updated policy changes to the staff handbook for 2018-19 were tabled for October.

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

At 8:02 PM, Stacy Erb moved that the board exit open session and enter into executive session to discuss all items allowable by law. Suzanne Kho seconded the motion. The motion passed unanimously.

At 9:00 PM, David Shelley motioned that the board exit Executive Session and enter open session. Glenda Ballard seconded the motion. The motion passed unanimously.

No action was taken as a result of executive session.

At 9:02 PM, Wyatt Harper moved to adjourn the meeting. Stacy Erb seconded the motion. The motion passed unanimously.