

**Board of Directors of Wayside Schools**  
**Meeting Minutes**  
**September 26, 2019**

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

Board members present: John Troy, Glenda Ballard, Matthew Childs, David Dunn, Stacy Erb

Staff present: Ashlei Brittany, Meghan Jones, Matt Abbott, Susan Pommerening, Marcia Molinar, Francisco Garcia, Bardo Montelongo, Lauren Whitfield, Lourdes Taylor, Brian Clason, Hope Astor.

Guests present: Noah Whittman, Amy Creed

Public Comments:

Amy Creed - Their family waited 2 years to get off the waitlist just to attend Wayside Schools. As a parent she thanks Wayside for the global views, advanced education, etc. The teachers are the gem of the school and the reason that her kids are still at Wayside. At the middle school she is seeing a lot of concerns around teacher burnout and lack of support - as a parent and a sub. They are feeling like they are not heard beyond the school. The space is also a challenge. If the space could be expanded to Jumpoline or any other option to expand. She believes Wayside has a great middle school but it needs to be invested in. There is no reason to focus on opening new schools, but instead focus on the schools at hand.

Meeting Minutes

August 22, 2019 board meeting minutes were presented for review and approval. David Dunn made the motion to approve the minutes. Matthew Childs seconded the motion. The motion passed unanimously.

Consent Agenda

John Troy presented the consent agenda:

- 1) Discussion and possible action on appointing new Board Member Noah Whittman.

John Troy introduced how he came to know Noah Whittman.

Noah Whittman shared his background and how he is tied to nonprofits through his work. Through the Mission Capital event he was able to meet John Troy.

Matthew Childs asked Noah Whittman about his interest in working with the advancement team to coach the sales aspect, and Noah stated that he had discussed it with the team and is interested.

Matthew Childs made a motion to approve the consent agenda. Stacy Erb seconded the motion. The motion passed unanimously.

## Chief Executive Officer Report

Matt Abbott presented the dashboard that includes Enrollment and Attendance Review, Financial Strength, and Fundraising Summary.

John stated that the cash on hand should be red instead of yellow: 45-59 is Yellow, below 45 is Red, and 60+ is Green.

Matt stated that we take the biggest cashflow hit at the beginning of the year and build out of it throughout the year.

Meghan Jones stated that we are at our Fundraising goal for Q1, but have a long way to go. Meghan reviewed the 6-Figure Prospect chart and what each column means. Wayside has made it to Round 2 of the Hispanic Impact Fund (\$50,000 grant), to build classroom libraries in PreK and Kinder classrooms.

The KLE foundation will entertain their final payment for the existing grant, based on our significant academic improvement in 2019.

The Fund-A-Scholar campaign was kicked off today, and the Sponsor-A-Program is currently being pitched to existing donors.

Meghan Jones asked for feedback and ideas on an event. A casino night has been proposed. Matthew Childs pointed out in order to do an event, we need something that creates more of a draw/hook that is promotable.

John Troy proposed once a quarter for the board to rally to bring in a group of people for a tour on a Friday 8:30-10am.

Matthew Childs believes a mid-day event would be more doable for professionals.

Noah Whittman stated the earlier the time window can be opened, the better - i.e. 7:30.

Matthew Childs recommends that we do press releases to local media to invite them to see Wayside.

As a board, they have committed to 50 people to RSVP for the first event to be held in October.

The board has agreed to not hosting a gala in 2019-2020.

Matt Abbott asked the board to review the Resolution to Request of TEA for Non-Expansion Amendment(s) to Move the Application Window, Re-Enrollment Window and Lottery Date. Wayside Schools will be joining a collaboration with Apply Austin this year. After this year we will reevaluate for continuation. For purposes of moving the timeline for applications, this resolution needs to be signed for TEA.

Glenda Ballard made a motion to submit the Resolution to TEA for the state Non-Expansion Amendment(s). David Dunn seconded the motion. The motion passed unanimously.

Discussion and possible action on Superintendent evaluation goals for 2019-20 and Superintendent Contract for FY19-20 were tabled for Executive Session, as allowable by law.

### Chief Academic Officer Report

Susan Pommerening reviewed Common Assessment A and the Internal School Review. Attention this year is on Meets Standards. For the Internal School Review there was a focus on the 30-day Relay practices. There were outstanding teachers seen and areas of improvement needed, including more lesson plan support and live coaching. Some teachers need to tighten up on classroom policies and procedures.

Bardo Montelongo discussed standard coaching techniques of observing, then reporting coaching moves to be made. Live coaching will be implemented where changes are made immediately in the moment for improvements. It is not to take the power away, but to provide the immediate feedback. It is very impactful if done effectively.

Brian Clason stated it is the highest sense of urgency. It allows a change to be seen in that period or the next and giving more opportunities for coaching throughout the day.

Susan stated everything in the data from the first Common Assessment was not surprising, with 50 new teachers in academy, and even better than predicted.

Susan and her team had the first meeting with the Bilingual Specialist and their first step is on their bilingual framework.

This year we are ahead of the timeline from last year based on our year at a glance goals. Lauren Whitfield stated that they started the year by hitting the ground running. Last year they had not made these moves in the first 9 weeks. The two years are not even comparable. This year there is institutional knowledge around planning, data, etc. Everyone knows what is expected of them and how to do it.

Matt Abbott mentioned we started with year with Weeks at a Glance, Lesson Planning support, using data to inform changes, which were not in place last year.

Stacy Erb pointed out 3 things about the Internal School Review process she had the chance to observe: 1) A really solid process teachers can use. 2) There was calibration of what "good" looks like. 3) It's motivating to see that someone cares (ie live coaching).

John Troy asked how the data is configured for failing?

Susan Pommerening is focusing on Meets and Masters, but there is also Approaches. Only about 10-15% is not Approaches or above.

John Troy asked how having new students is impacting the dynamic of the classroom?

Hope Astor stated whenever new kids come in new you always have to play catch-up, but there does not appear to be a large number of the kids struggling at EPA specifically.

### Chief Operations Officer

David Dunn: 1) The audit is ongoing and they are on-campus this week and next. There are still transition issues concerning fiscal years from the previous auditor and our new auditor. We will have a clearer view when the audit is wrapped up - by the November meeting. 2) The state has released a better template to make financial projections, which will make some of the budget numbers improve. 3) The big concern is that we adjusted the enrollment number down to 2100, but where we are now, we are not achieving that figure. We are doing a better job getting and enrolling kids, but are losing too many from the prior year. Retention of families and students is the top priority.

John Troy mentioned that we would need to be at 90 more scholars at this point to make up the budget difference. We need to have a strategy for attrition for both during the school year and over the summer. The two big financial focal points are Fundraising and Enrollment for the year.

Meghan Jones provided an enrollment update. To put strategies in place we have been taking a deep dive into the data, movements, year-over-year, cohorts. There is a focus on retention and looking at the applicant to enrollee conversion. Additionally, we are looking into people who stated that they are moving to see how far they have actually moved through TREx.

Matthew Childs recommended doing a real estate agent only open house to give the knowledge for them to provide to families moving into the region.

At 8:10 PM, Stacy Erb made a motion to exit open session and enter into Executive Session to discuss all items allowable by law. David Dunn seconded the motion. The motion passed unanimously.

At 9:30 PM, David Dunn motioned that the board exit Executive Session and enter open session. Stacy Erb seconded the motion. The motion passed unanimously.

As a result of Executive Session deliberations Stacy Erb motioned that the board renew Matthew Abbott as Superintendent and approve a contract for the 19-20 school year at \$118,450 (3% cost of living adjustment), retroactive to September 1, 2019 as a start date, with a performance bonus opportunity for meeting 19-20 goals. She further motioned that the board approve the 19-20 performance goals for evaluation.

David Dunn seconded the motions made by Stacy Erb concerning the 19-20 contract and goals for Matthew Abbott. The motion passed unanimously.

At 9:32 PM, Matthew Childs moved to adjourn the meeting. David Dunn seconded the motion. The motion passed unanimously.