Wayside Board Meeting  
September 24, 2020  
ZOOM Meeting 826 8051 1968

Board Members Present: David Dunn, Stacy Erb, Glenda Ballard, Noah Wittman, Lillian Diaz-Gray, Melinda Smith

Staff Present: Matthew Abbott, Francisco Garcia, Susan Pommerening, Kierstin Howard, Halley Cade, Jessica Santos, Maritza Gladyn, Hope Astor, Lauren Besser, Lauren Whitfield, Tammy Underwood, Marcia Molinar

Guests: None

David Dunn called the meeting to order at 6:03pm. Roll call to establish quorum, a quorum of board members are present and accounted for.

Public Comments: None

Meeting Minutes
Receive and approve Minutes from August 27, 2020

Stacy Erb moves to approve the minutes, Glenda Ballard seconds, roll call vote and the motion passes unanimously.

Consent Agenda Items
a. Approval of Title 9 required additions to HR Handbook
b. Approval of 20-21 DIP and CNA
c. Approval of TEA Asynchronous Instructional Plan

Glenda Ballard moves to accept and approve the consent agenda, Stacy Erb seconds, roll call vote and the motion passes unanimously.

Chief Executive Officer Update
a. Updates to School Operations due to COVID-19, Reopening Plan, Waiver(s) and Resolution(s) for TEA
   Matt Abbott presents, currently in Stage 2 of reopening, and in the second stage of 4 week extension. October 19th school will transition to a more typical school day. It is estimated 50% of scholars will return on campus. Overall goal is to achieve a return to normal school with minimal transitions, but there may be a continued need for learning pod groups due to local health conditions. Wayside will continue weekly COVID reporting to TEA. Received a surprise spot check from Austin CODE department and received positive feedback. TEA announced today, 9/24/20, for an opportunity for further extension to the back to school transition window but it will be based on discretionary approvals by TEA. Wayside is currently not anticipating applying for this additional 4 weeks of transition, but if local conditions change this topic may require a special board meeting in future.

b. Fundraising and Enrollment Update
   Jessica Santos presents fundraising updates with plans for October fundraising and the success of board member monthly meetings as well as an update on the advocacy grantwork.
Halley Cade presents Enrollment Report, currently at 1880 scholars. There have been 180 new applications since the beginning of schools. We are focusing on retention efforts due to the number of scholars we are losing, the majority are leaving due to moving, others are leaving due to remote learnings, PreK scholars are opting out in general and stating they will wait until next year. 280 new scholars have been enrolled this school year, and while applications are currently down the conversion to enrollment rate is higher. Marketing efforts are similar to past months with messages about onsite learning available.

The 12 week TEA hold-harmless funding period around attendance still in effect, this helps with stabilizing funding in the first 12 weeks of school due to the volatility of COVID-19.

David Dunn shares concern for enrollment as it affects the budget based on a 2,000 scholar enrollment.

c. Wayside Strategic Planning Update
   Matt Abbott and Stacy Erb present, the goal is a November delivery for a plan to be reviewed. Mission Capital is working well with school to meet deadlines, next week the school cabinet will further review the plans to determine any other need areas.

d. Discussion and possible action on Superintendent evaluation (SY20), Superintendent evaluation (SY21) and Contracting (SY21)
   Tabled for Executive Session

Chief Academic Officer Update
a. September Academic Report on Reopening 20-21 Activities and further preparations

   Susan Pommerening presents the technology needs for all campuses, with consideration of the chromebook orders that have yet to be delivered. The delivery is dependent on which TEA Region 4 order Wayside Schools was put in, with the latest delivery in January. David Dunn asked current methods to meet technology needs. Susan Pommerening shared that scholars in need would be offered seats on campus, and onsite scholars moving to desktop computers to free their device for a remote learner. Lillian Diaz-Gray asked where Wayside Schools will be in terms of technology needs. Matt Abbott answered it would be close to a 1:1 ratio, but there are older iPads that will need to be retired and replaced in coming years.

   Common assessments are being rolled out and this process has been a challenge. The teaching staff is doing a great job and data should be available next month. The high school is complete on testing, with the exception of 4-5 scholars, and the results are encouraging.

   10% more onsite scholars added to each campus this week to campuses, the high school has the lowest onsite learning percentage. Campus processes and procedures are keeping scholars as safe as possible.

   Lesson planning efforts and relay practices are in effect, instructional weaknesses found are being addressed. Training is currently being given by Nate Smally to coaches and via the new teacher academy, the remainder of staff will be trained over the next two months.
Scholar engagement, goal is 96% engagement each day at each campus. Stacy Erb commented on what a great job Wayside Schools and the REAL Learning Academy campus is doing. Matt Abbott clarified this work is to engage families in relationships and finding out what the families needs are to be able to better meet them during remote learning.

b. Discussion and possible action on Special Education Services concerning specific student(s)
   Nothing to report at this time from staff.

c. Discussion and possible action on Special Education Services concerning specific student(s)
   Tabled for Executive Session

Sr. Director of Operations Update
a. Review Statement of Activities as of 8/31/2020
   Francisco Garcia presents, very close to 17% of budget spent, with technology and curriculum/staff development slightly above as per expectations. The yearly bond payment occurs each August and February to meet covenants, this money is planned for and held in a separate account. In August we made an additional $120,000 in payment due to the IRS not issuing credit due to COVID, this is now being planned for the next scheduled payment in February.

   Matt Abbott shared information on bond covenants and the IRS rebate and TEA payment schedule for schools in 20-21.

b. Discussion and possible action on the Final Budget Amendment for FY20
   The latest amendment of FY 20 is presented with the year ending in a small surplus. This amendment allows for changes allowed to be made to expenditures. Legally we must be within 10% of the projected budget to follow TEA regulations.

   Lillian Diaz-Gray makes a motion to adopt an amended budget for the FY20, Stacy Erb seconds, roll call vote and the motion passes unanimously.

c. Discussion and possible action on the Budget Amendment #1 for FY21
   Matt Abbott presents the budget amendment to stairstep revenue and expenditures down to plan for lesser enrollment revenue. TEA has still not projected payment estimates for the year. The current TEA hold-harmless funding act will help for Wayside to meet financial goals in the short term. If hold-harmless is extended or enrollment numbers change the budget may change again. The fluidity of the current situation may call for multiple budget amendments this fiscal year.

   David Dunn asked about PPP Loan, Matt Abbott answered that the decision process of loan forgiveness has yet to be decided. Also, the possibilities of refinancing facility bonds may give immediate and long-term savings to help with current tight budgets.

   Opened for board discussion and the stair step budget was further clarified by staff.

   Glenda Ballard makes a motion to adopt an amended budget for the 20-21 fiscal year, Noah Wittman seconds, roll call vote and the motion passes unanimously.

d. Discussion and possible action concerning specific personnel issues
Nothing to report at this time from staff.

Executive Closed Session
Prior to entering Executive Session Stacy Erb acknowledges the hard work of the school leadership, teachers and staff. Glenda Ballard speaks in agreement, as well as David Dunn and the entire school board.

David Dunn asks for a motion to move into executive session

Noah Wittman motions to move into executive session, Lillian Diaz-Gray seconds, roll call vote and the motion passes unanimously.

At 7:14pm the board moved into executive session

Reconvene into Open Session
Lillian Diaz-Gray moves to enter into open session, Stacy Erb seconds, roll call vote and the motion passes unanimously at 8:12pm.

David Dunn states that the board has completed the evaluation of the superintendent and adopted new goals for SY21 and that Matt Abbott has the full confidence and support of the board. David Dunn asks for a motion to approve a new employment contract for Matt Abbott for the 20-21 school year with the same base salary as the 2019-2020 contract.

Glenda Ballard moves to accept the motion, Noah Wittman seconds, roll call vote and the motion passes unanimously.

Adjourn
Stacy Erb motions to adjourn the meeting, Lillian Diaz-Gray seconds, roll call vote and the motion passes unanimously.

David Dunn adjourns the meeting at 8:15pm.