Board Members Present: David Dunn, Glenda Ballard, Stacy Erb, Noah Wittman, Katie Herbek, Melinda Smith

Staff Present: Matt Abbott, Susan Pommerening, Francisco Garcia, Jessica Santos, Enrique Burmeister, Lauren Whitfield, Lauren Besser, Hope Astor, Miranda Regalado, Tammy Underwood, Kierstin Howard, Hannah Knowles

Guests Present: Audrey Kelly, Jasmine Guerrero, Katelyn Lowery (Mission Capital), Matt Glazer (Mission Capital)

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 October 22, 2020

Stacy Erb motioned to approve meeting minutes, Noah Wittman seconds, roll call vote and the motion passed unanimously.

Consent Agenda Items
a. Approval of TEA Attestestation and Procedure for required return to onsite learning for specific struggling scholars
b. Approval of TEA Annual Governance report for the School Board due Dec. 1
c. Approval of TEA Exceptions and Waivers for Bilingual Education
d. Approval of Targeted Improvement Plan (TIP) for AMA
e. Approval of continuing PPP Forgiveness Process with SBA/Horizon Bank

Matt Abbott presented consent agenda items to the Board President for consideration, removing item C as it does not require board approval after receiving legal counsel.

Glenda Ballard moved to remove item C, Katie Herbek seconded, roll call vote and the motion passed unanimously.

David Dunn asked for a motion to approve the remaining consent items

Stacy Erb made a motion to approve remaining consent agenda items, Glenda Ballard seconded, roll call vote and the motion passed unanimously.

Chief Executive Officer Update*
*Order of original agenda presentation changed to allow consultants to present first on strategic plan

a. Wayside Strategic Plan
Matt Glazer and Katelyn Lowery from Mission Capital were introduced. Katelyn presented the strategic planning process, which began in November 2019, to set clear vision and mission for the future of Wayside Schools. Planning occurred in three stages, first getting input from key stakeholders, second this information was taken to the planning committee, and findings shared with leadership and the school board. Plan continued to be refined with leaders and staff. The strategic plan may need to be reviewed and refined to align with potential changes as the environment of Wayside Schools evolves.

Stacy Erb, strategic planning committee chair, reinforced that this document serves to drive our direction in achieving vision over time. Vision is clear, concise, inspirational and aspirational. The mission statement will drive everything Wayside does to achieve the vision. This is a valuable guide to move through a plan and move the organization forward.

Matt Abbott and Susan Pommerening presented a big picture with four major goals and a path to get there. These goals are 1) reaffirming Wayside is a college prep school, 2) recruiting and retaining high quality educators, 3) improving transparent communication with staff and families while increasing brand recognition, and 4) sustaining the organization by retaining and enrolling scholars.

David Dunn opened conversation to board questions or comments. A discussion followed. Glenda Ballard asked for the record about family involvement. Matt Abbott responded, stating that this is addressed in strategic goal three, including increased communication and asking for feedback and input by our families asking how we can improve. David Dunn asked each board member to share thoughts about the plan. The board discussed the merits of the plan and agreed with the strategies to be put in place.

David Dunn asked for a motion to approve and adopt Wayside Schools strategic plan.

Stacy Erb made a motion to approve and implement Wayside Schools strategic plan, Noah Wittman seconded, roll call vote and the motion passed unanimously.

b. Board Committee Structure

David Dunn presented Board committee structures including Governance and Board Nominating, Academics, Finance, Fundraising and Marketing

- David Dunn will chair the Governance and Board Nominating
- Glenda Ballard will chair the Academics
- Noah Wittman will chair the Finance Committee
- Stacy Erb will chair the Fundraising and Marketing

David Dunn asked for motion to adopt committee structure.

Glebda Ballard made a motion to approve and adopt committee structure, Katie Herbek seconded, roll call vote and the motion passed unanimously.

c. Discussion and possible action on Updates to School Operations for SY 20-21 due to COVID-19, Reopening Plan, Waiver(s) and Resolution(s) for TEA

Matt Abbott presented that there are no additional waivers or resolutions currently needed. Matt Abbott extended his thanks to everyone that helps Wayside schools run. Today, Austin was moved into Stage 4 COVID-19 restrictions. Wayside is committed to following any and all safety measures. Maritza Gladyn
helped to aid this work to make any operational adjustments that may be needed. Wayside, to date, has had 7 cases. TEA policies have been changed to allow schools up to 10 days closure if contact tracing results in lack of staff to operate in person due to a required quarantine. The goal will always be to have onsite school when able. Wayside is now able to conduct rapid tests onsite to help expedite contact tracing.

d. Fundraising and Enrollment Update

Fundraising Update
Jessica Santos presented the two current campaigns in action - Giving Tree to serve Wayside Families and the Fund-a-Teacher campaign. The Giving Tree campaign will go directly towards funding families for the holidays and the Fund-a-Teacher will be an ongoing annual campaign. Fundraising plans will continue to revolve around growing the giving circle and making more relationships within the Austin community.

Enrollment Update
Matt Abbott presented for Halley Cade who was not at the meeting. Enrollment has stabilized, but like Texas, and across the nation, the PreK enrollment is severely down. PreK has had some changes, as those who move to remote learning are not staying enrolled. The 20-21 applications have been launched with online advertising, Apply Austin, and Univision. The hold harmless policy is helping with budget deficit, but there is a possibility of having to operate at a deficit if hold harmless is not extended to the second semester by TEA.

e. Superintendent Performance Review
Tabled for Executive Session if needed by the Board

Chief Academic Officer Update
a. November Academic Report on Reopening 20-21 Activities and further preparations
Susan Pommerening presented, sharing that the math and reading outcomes were both expected to have a larger slide. Math met this slide expectation, but reading was not as negatively impacted as expected. Second round of tests showed improvements in reading and work will continue until all scholars are at or above grade level. Teachers are doing a great job to work with parents to ensure online learners are able to succeed. A new round of testing is coming in and will be complete in coming weeks.

Susan Pommerening read an email from Middle School Principal, Vanessa Ruiz, and shared the success at the middle school. Areas of major focus: campus culture, growing teachers toolbox and differentiating instruction, and high academic expectations.

David Dunn asked about STAAR testing for the coming Spring. Matt Abbott responded that the state legislative community is pushing to postpone or cancel STAAR, but currently TEA has no plans to cancel or administrator the test remotely in a secure environment. Susan Pommerening would like testing to move forward to show where Wayside currently ranks, but if testing happens it will be very challenging to have secure and safe administration. Matt Abbott shared Wayside is preparing for all testing to occur in the Spring.

b. Discussion and possible action on Special Education Services concerning specific student(s)
Tabled for Executive Session if needed by the Board

Sr. Director of Operations
a. Review Statement of Activities as of 10/30/2020
Francisco Garcia presented a review of activities. Currently we are 33% into our year, and the majority of expenses are at or below 33%. The bond payment will continue to be pulled monthly to prevent the full amount being pulled out twice a year. A budget amendment may be brought in January and based on updated enrollment and Hold Harmless. TEA funds for Hold Harmless are for the first 18 weeks of school. There is a possibility this could be extended, but extension has not been finalized and communicated by TEA at this time.

b. Discussion and possible action on Annual Financial Report/Audit for FY20
Audit will not be presented at this board meeting, it will be presented in the December meeting. An extension was successfully filed with TEA. The Audit is Due January 27, 2021 with the extension.

c. Presentation of FIRST Rating for 2020 using FY19 Data
Charter FIRST Rating was presented and Wayside achieved the score of a “B” Above Standard Performance. Our Charter FIRST Community Hearing is scheduled for December and will be in compliance with all TEA Expectations.

d. Update on S&P Rating, PPP Forgiveness, and Facility Debt Refinancing (Informational)
S&P bond rating went from a BB+ to a BB, this rating is used to assess Wayside’s financing rates. This downgrade is largely due to the delayed opening of the Bradshaw site and forecasting for the future financial effects of COVID-19. All PPP documentation has been submitted on November 17 to the SBA and we are currently waiting on results or a request for any additional information.

e. Discussion and possible action concerning specific personnel issues
None at this time

Closed Session:
No need for an executive session at this time.

Adjourn
David Dunn asked for a motion to adjourn the meeting.

Stacy Erb moved to adjourn the meeting, Melinda Smith seconded, roll call vote and the motion passed unanimously.

School board adjourned at 8:16pm.