

5/7/20

THIS MEETING WAS CONDUCTED BY VIDEO CONFERENCE IN ACCORDANCE WITH THE GOVERNOR'S AUTHORIZATION CONCERNING SUSPENSION OF CERTAIN OPEN MEETING LAW REQUIREMENTS FOR COVID-19 (CORONAVIRUS) DISASTER.

Upon determining the presence of a quorum, Dr. David Molina called the meeting to order at 6:00 PM.

Name	Office	Present	Absent	Arrived Late	Departed Early
Board Members					
Dr. David Molina	Board Chair	✓			
Alyssa Moore	Community member	✓			
Natalie Elliott	Secretary	✓			
Donida Garcia	Elementary Teacher	✓			
Shawn Bliss	Secondary Teacher	✓			
Matt Embry	Secondary Parent	✓			
Chris Juraska	Elementary Teacher	✓			
George Gentile	Community member		✓		
Kari Honea	Parliamentarian	✓			
Vibha Monteiro	Secondary Parent	✓			
Priscilla Cavazos	Elementary Parent	✓			
Frankie Shanks '20	Student Rep (non-voting)		✓		
Staff Members					
Kathleen Zimmermann	Executive Director	✓			
Joey Thompson	Director of Operations	✓			
Julie Atchley	Director of Academics	✓			
Terry Berkenhoff	Elementary Principal			✓	
Samantha Gladwell	Elementary Assistant Principal	✓			
Hweilu Chen	Director of Finance	✓			
Amy Elms	Community Outreach		✓		
Will Jaramillo	Secondary Principal	✓			
Megan Podd	Secondary Asst. Prin.		✓		
Jennifer Obenshain	HRS/Academic Support Coordinator	✓			
Ashwini Patil	Assistant to the Executive Director	✓			

Other Business/Public Comment

The Board discussed the agenda. The Board reviewed the minutes from the April 16th meeting. Matt Embry moved to approve the minutes. Priscilla Cavazos seconded. The motion passed. Alyssa Moore abstained due to temporary absence.

Commented [1]: this ok to say?

Public Comment

There was no public comment.

New Business

Matt Embry presented the contractor bids on behalf of the Property Development Committee. Dr. David Molina discussed the funding resources. Matt Embry presented the scoring criteria for the bid selection process. He also disclosed that there were 10 bids, and all bids came in under the projected amount. The lowest bid permits enough money to build a gym, as well as other potential contingency needs. The Board was presented with the top three scoring bids. After there was a question about the scoring results, Eric Goodloe of PMSI, the project management company, described the artifacts submitted to meet the criteria in more depth. He also shared that the recommended firm, Kencon Ltd., have extensive experience in building charter schools. There was also some discussion about the interest rate of the loan. Dr. Molina called for the vote on the contractor.

The Board was presented with a resolution to approve the selection of a general contractor resulting from a competitive sealed proposal procurement method and authorizing the executive director to negotiate and execute a contract with the selected offeror for the new campus property development for the new campus property development at 12309 Lamar. This also acknowledges an agreement on the selection of the contractor. Alyssa Moore moved to approve the resolution for NYOS to select Kencon Ltd. for the new campus property development. Matt Embry seconded. The motion passed unanimously.

Joey Thompson presented the Board with a resolution to upgrade the campus servers. This effort is for acquiring better WiFi. The best bid was received from CDW, largely due to optimal pricing. Priscilla Cavazos moved to approve the resolution to authorize the Executive Director to execute a contract for the purchase of new servers. Donida Garcia seconded. The motion passed unanimously.

The Board was then presented with a resolution to approve the contract for a food service provider. There was a question about signing a contract with food services even if school does not resume traditionally in the fall. Joey Thompson clarified that there has not yet been an issue, but there is a contingency plan written in. Vibha Monteiro motioned to approve the resolution authorizing the Executive Director to sign a contract for food services. Alyssa Moore seconded. The motion passed unanimously.

The Board was presented with Student Policy 400.160-400.170. The policy covers religious discrimination, homeless children, the Texas Virtual School Network and miscellaneous provisions relating to parents including volunteering and behavior expectations. The addenda pertain to the Stay Away Agreement, the Acceptable Use policy, GPA calculation chart, Parental Involvement policy, Restricted Access on Campus, and the Wellness Policy. There are no changes recommended at this time. Matt Embry motioned to approve the policies as amended. Vibha Monteiro **motioned** seconded the motion to approve the policies as amended. The motion passed unanimously.

Kathleen Zimmermann presented an update on the COVID-19 crisis. NYOS is planning to continue the closed instruction status through the end of the school year, which concludes May 28th. The school is waiting on guidance about summer school. There are a lot of conversations around changing calendars and what financial expectations to have. Terry Berkenhoff added that Elementary is seeing a fairly strong engagement from students, they are tracking that weekly, and planning activities to maintain connections with students. Will Jaramillo spoke to the graduation plan--a virtual graduation for the seniors, who will be invited to go to the cafeteria at an appointed time where they will pick up their diplomas in a socially distanced environment. All other graduation traditions will be preserved and included in a video. Will Jaramillo shared that the Secondary campus is seeing about 95% participation campuswide and Terry Berkenhoff shared that the Elementary campus is seeing anywhere from 87%-94%.

Kathleen Zimmermann continued with an Executive Director update, which included locking the rate on the loan and working with the Equitable Facilities Fund to close, which is projected to happen next Friday. PMSI are helping work towards pushing the site plan through Austin city planning.

The Board was presented with Open Government policy 500.020, which is amended to reflect that the Board may vote using other means than paper ballots. This is amended in light of social distances orders. Alyssa Moore moved to accept the policy as amended. Vibha Monteiro seconded the motion as amended. The motion passed unanimously.

On behalf of the Nominations Committee, Chris Juraska invited the Board candidates to introduce themselves. David Molina described the process of moving the non-voting attendees into a separate "waiting room" during deliberations.

Executive Session Item 1. The School Board will meet in executive session in accordance with Texas Governance Code Section 551.074 regarding personnel matters: to deliberate the appointment of a public officer. The Board Entered Executive Session at 7:21 PM.

The Board members discussed and voted on the appointment of new members. Natalie Elliott abstained from the full term Elementary Parent Member contest and the Community Member contest.

The Board exited Executive Session at 7:45 PM and the Regular Meeting continued at 7:47 PM.

New Business Continued

Chris Juraska motioned to approve the results of the election of Parent, Teacher, and Community members. Alyssa Moore seconded the motion. The motion passed unanimously.

Committees

Natalie Elliott presented on behalf of the Academic Oversight Committee and invited Secondary Principal Will Jaramillo to speak to the 7th and 8th Grade Mathematics and Reading performance data. He especially spoke to the performance of Multilingual Learners and the Campus Improvement Plan goal that addresses increasing Reading performance with that group. He also spoke to targeted grouping around Reading skills assessment that took place during protected time during the school day in response to benchmark testing data. He also described

the Professional Learning Community process that addresses vertical planning. He described the advanced math initiative which is placing 8th grade students in an Algebra I class and combining 7th and 8th grade standards to accelerate math skills so that students can take more advanced classes in the upper grades.

Kari Honea presented the Board Development training. This dealt with Academic Performance and Board Development. In particular, the leadership, retention, and oversight of academic performance, and how the school is addressing any academic needs. For Board Development, the Board must speak with only one voice, behavior professionally, and comply with the bylaws, policies, and charter.

David Molina presented on behalf of the Compensation Committee. He explained that there needs to be more research and a developed update at a later meeting.

Matt Embry presented on behalf of the Financial Oversight Committee. The enrollment is the same due to the remote learning rules, enrollment projects for next year are being advised downward per state guidance. Cash increased due to receipt of the PPP funds. Some funds were moved as an audit recommendation. Cash flow is stable. The closing date for the loan is targeted for May 15th.

Hweilu Chen presented the draft of the initial budget. There is some caution about budgeting for the next year, so there is some adjustment to the revenue projected in the current budget. The school is looking to grow another 20 students next year. She also discussed the increase in personnel projected for next year. She discussed grants that NYOS had received over the past year and fundraising awards, as well as fundraising goals for the future.

Matt Embry did not provide any addition to the updates already discussed by the Property Development Committee.

Agenda items for the May Board meeting were discussed:

- Property Financing
- Compensation Committee update
- Initial Budget
- Groundbreaking
- Seating new members and Committee assignments
- Succession Committee update
- Financial Oversight restructuring

The Board Chair invited a motion to adjourn. Chris Juraska moved to adjourn. Vibha Monteiro seconded. The motion passed unanimously.

Adjournment time: 8:38 PM

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 5/7/20.

Natalie Elliott

