

4/16/20

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 6:02 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. Vibha Monteiro moved to accept the agenda. Priscilla Cavazos seconded. The motion passed unanimously.

The Board reviewed the minutes from the March 12th meeting. Vibha Monteiro moved to approve the minutes. Priscilla Cavazos seconded the motion. The motion passed unanimously.

The Board reviewed the minutes from the March 27th meeting. Vibha Monteiro moved to approve the minutes. Alyssa Moore seconded the motion. The motion passed unanimously.

Public Comment

There was no public comment.

New Business

Kathleen Zimmermann presented the Board with an update on the COVID-19 response, including closures. She discussed that NYOS has moved into closed instruction as of April 6th. She also shared that she has been in regular conversations with the Commissioner and feels confident regarding funding and NYOS' processes. She shared that the cash position of the school is sound and the fundraising goals are at 95%. She also believes that the school will be receiving adequate funding for the 2020-2021 school year. Regarding the admission lottery, NYOS is at full enrollment aside from a tenth grade position and waiting on some screening processes for the pre-K openings. She confirmed that federal funding will likely be increasing for next year.

Dr. David Molina presented the Board with an amended Emergency Declaration in response to the COVID-19 pandemic. This draft represents language changes around federal procurement and the allowance of school resources. Alyssa Moore moved to vote on the COVID-19 Emergency Declaration as amended. Donida Garcia seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with a resolution pertaining to the borrowing pursuant to the payment protection program under the "Cares Act." The resolution authorizes her to submit the application. This is a forgivable loan to help cover any funding shortages due to the pandemic. Vibha Monteiro moved to approve the resolution for affirming the PPP loan application. George Gentile seconded. The motion passed unanimously.

Kathleen Zimmermann then presented the Board with information about how NYOS was responding to the demands of at-home learning. She invited Terry Berkenhoff to provide an update for Elementary. Ms. Berkenhoff shared that the HRS framework and blended learning initiatives have helped in making the transition to at-home learning. She expressed gratitude for the hard work of the teachers. Will Jaramillo shared on behalf of the secondary campus, also sharing that teachers were grateful to have the extra week of preparation. He discussed that there has been strong communication and participation from students. In particular, he thanked the Special Education staff as they worked hard the week of preparation to reach out to students and families to make sure that they were addressing students' needs. Director of Operations Joey Thompson also shared that the facilities department and the IT department was instrumental in disinfecting and preparing the Chromebooks for student use. The departments prepped 300 devices and have handed out over 260, as well as 20 hotspots for WiFi remote connectivity. He particularly thanked Tinesha Durr, the IT-IS Manager.

Kathleen Zimmermann also introduced Aishwani Patil, her new assistant.

Joey Thompson presented the Board with the Student Code of Conduct for approval. The last major change was in the legislative update for David's Law. There are no changes at this time. Alyssa Moore moved to approve the Student Code of Conduct as presented. George Gentile seconded. The motion passed unanimously.

Committees

David Molina presented the House Bill 3 goals on behalf of the Academic Oversight Committee. Then Director of Academics Julie Atchley discussed the breakdown of the Board goals, how they must pertain to 3rd grade Literacy and Math, and how progress for each student group must be reported, though NYOS only has a certain number of student groups where the number is large enough to publicly report on their growth. These goals are designed with the forthcoming doubling of the student body over the next five years. As well, she discussed how the third goal must pertain to College Career and Military Readiness, and what criteria qualify for meeting those requirements. Vibha Monteiro moved to accept the Board Goals as presented. Priscilla Cavazos seconded. The motion passed unanimously.

Kari Honea provided Board Development training concerning Financial Health, Facilities, Meetings, and Minutes. She presented a series of questions Dr. Carpenter asks so that Boards are aware of their duties of oversight. Kari Honea discussed overall that the Board does address most of these questions already.

David Molina presented an update from the Compensation Committee. He spoke to how the COVID-19 pandemic is creating a sense of caution. He indicated that there are some proposals around payscale and raises but the committee is waiting to hear recommendations from TEA.

Matt Embry presented on behalf of the Financial Oversight Committee. He reported that Equitable Facilities Fund calls are going on weekly and the closing will soon happen for the building loan. Enrollment is steady. Cash flow is fluctuating due to construction costs but staying steady. There will be a financial hit due to lack of use of food services, though support staff have been largely reassigned to handle other needed duties during this time. The Board heard from Shannon Falon of the Equitable Facilities Fund who spoke reassuringly about closing the loan. The Board also heard from Drew Masterson regarding the debt service.

Chris Juraska presented on behalf of the Nominations Committee. He announced that there are candidates for every eligible Board position. The elections will still happen via Zoom. He shared that the Board will receive bios in advance of the election.

Matt Embry presented the update for the Property Development Committee. He shared that over the last month there have been contingency plans discussed, in the event that the construction of the new property is delayed, including modular building rentals. There is also an option to maximize space at the Lamar campus potentially as an option. He shared that contractor bids are due at the end of the month. It was also reported that the Project Manager does not expect any issues with building materials or labor.

Agenda items for the May Board meeting were discussed:

- Elections
- Math and Reading data for 6,7,8 grades

- COVID-19 pandemic response update
- Update on campus closure
- Succession Plan update
- Board Handbook update

The Board Chair invited a motion to adjourn. Vibha Monteiro moved to adjourn. Alyssa Moore seconded. The motion passed unanimously.

Adjournment time: 8:03 PM

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 4/16/20.

Natalie Elliott