

4/16/20

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
<b>Board Members</b>					
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	✓		6:02	7:13
Kari Honea	Parliamentarian	✓			
Vibha Monteiro	Secondary Parent	✓			
Priscilla Cavazos	Elementary Parent	✓			
Frankie Shanks ' 20	Student Rep (non-voting)		✓		
<b>Staff Members</b>					
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	✓			6:12
Will Jaramillo	Secondary Principal	✓			
Megan Podd	Secondary Asst. Prin.		✓		
Jennifer Obenshain	HRS/Academic Support Coordinator		✓		

### Other Business/Public Comment

The Board discussed the agenda. Vibha Monteiro moved to accept the agenda as amended. Priscilla Cavazos seconded. The motion passed unanimously.

The Board reviewed the minutes from the January 9th meeting. Kari Honea moved to approve the minutes as amended. Chris Juraska seconded the motion. The motion passed unanimously.

### Public Comment

There was no public comment.

### New Business

Amy Elms presented the Board with information about the Amplify Austin fundraising campaign in March. She encouraged the Board members to establish fundraising pages, which worked well to raise money in last year's campaign. She also reminded the Board of the kickoff breakfast on March 6th.

Joey Thompson presented the Board with Student policy 400.090. This policy covers the bilingual/ESL program, establishment of the LPAC committees, training, home language surveys, classification, and instruction. There are no changes to the policy at this time. Vibha Monteiro motioned to approve the policy as presented. Matt Embry seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with some changes to the bylaws regarding scheduling meetings and emergency meetings, compensation, decisions, and a change to the wording in section 12.1. All changes were minor. Vibha Monteiro motioned to accept the bylaws as amended. Alyssa Moore seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with changes to charter regarding a specific date for application acceptance, beginning March 5th. This change is a correction of a previous change which was not specific. Vibha Monteiro moved to accept the charter as amended. Kari Honea seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with a resolution to submit a Non-Expansion Amendment Request Form for TEA pertaining to the property development. The application requests a relocation campus address and revise the campus numbers, which will be changed to reflect the elementary and secondary programs. The dates on the form currently reflect changing the dates for the campus I.D. numbers to change 2021-2022 school year, however after discussion from administrators, the Board considered changing the numbers to the upcoming school year, 2020-2021, in advance of the property development. Matt Embry motioned to table the resolution until the dates were updated. Kari Honea seconded. The motion passed unanimously.

The Board was presented with the academic calendars for the 2020-2021 school years. In Version 1 A, Spring Break occurs a week earlier. There was discussion from administration about which was the more preferable calendar, considering testing dates. Chris Juraska motioned to accept calendar draft 1 A. Vibha Monteiro seconded. The motion passed unanimously.

David Molina presented the Board with a charter themes document that will be included in the School Board Handbook. This document looks at the charter in terms of a list of themes that embody NYOS' culture, mission, and vision, so that the Board has a clearer framework for ensuring compliance with the charter. Vibha Monteiro made the motion to table the charter themes document for discussion and voting next month. Chris Juraska seconded. The motion passed unanimously.

Kathleen Zimmermann updated the Board about the Standard & Poors rating visit. NYOS is in the phase for "greenlighting," including weekly phone calls that are a part of due diligence. NYOS did receive a rating, currently confidential, that the Equitable Facilities Fund felt was high enough to continue working with them, though not high enough for the Permanent School Fund and the ability to issue public bonds. The financial profile was rated as vulnerable, largely due to the fact that NYOS doesn't currently have the added students and the revenue that will come with those

additional students. Frost Bank has agreed to a Master Trust Indenture. The loan will be between 25 million and 20.5 million. The offer to NYOS is an interest-only loan that will require only payment on interest until July 2021. There will be additional fees likely from engaging bond counsel. There will be a resolution forthcoming that will include the term sheet and the financial advisors will be present so that the Board will have time to look at the documents in advance in order to ask questions before voting. Dr. David Molina cautioned the Board to be prepared for an off-cycle meeting to convene to discuss the terms with the attorneys.

The Board was presented with a Statement of Impact from the Texas College Preparatory Academies. This location is slated to open in Round Rock. Natalie Elliott motioned to accept that the open enrollment charter school will not adversely impact the enrollment of our charter school to a significant degree. Vibha Monteiro seconded. The motion passed unanimously.

Samantha Gladwell presented the Board with the Elementary ESL (English as Second Language) Program Evaluation. This report is for the past school year, 2018-2019. She discussed the format of the ESL program, the number of students enrolled, the variety of languages and cultures represented, and the various professional development opportunities for staff. Her report discussed assessment data, proficiency ratings, and how these students are discussed in the Campus Improvement Plan.

Will Jaramillo presented the Board with the Secondary ESL Program Evaluation. He presented on the structure of the program (also ESL Content Based), the number of languages and cultures present on campus, the professional development teachers receive, and the number of students who are identified as MLL (multilingual learners). He discussed the criteria for students to be exited from the program, student performance on state assessment, how the campus Response to Intervention program addresses these students, and how Professional Learning Communities are adapting instruction.

Kathleen Zimmermann presented an update to the Board about the incident and violence threat reported this week. NYOS is working with Austin Police Department as well as the Austin Tamil School that meets on the NYOS campus on Sundays, since the threat was speaking to a Sunday. She also discussed fundraising plans in working with the Charter Schools Growth Fund in order to meet the parameters set by KLE. Regarding grants, NYOS received a preliminary approval for the Grow Your Own Grant from TEA. This will help increase Career and Technology Courses, dual credit options, and fund instructional aides to receive their bachelor's degree and teacher certification. District Rep. Celia Israel visited the Lamar campus in January. She visited classrooms and participated in a meet and greet. Amy Elms arranged a citywide Open House on both campuses two weekends ago--there was a strong turnout, around 80 families. Apply Austin is helping to market charter schools. House Bill 3 requires that the Board establish goals particularly in early childhood literacy and math proficiency and College Career and Military Readiness. These goals need to be reviewed annually and posted to the school website; these goals need to be decided by the end of this school year. She also reminded the Board to be prepared for an off-cycle meeting regarding property development.

## **Committees**

Natalie Elliott presented on behalf of the Academic Oversight Committee. She spoke to the House Bill 3 initiative that requires the Board to establish goals that support the Campus Improvement Plan. She also discussed how the committee was following the structure of data analysis set in the

original proposal and invited Elementary campus administrators to speak to the Grades 3 and 4 Reading and Math STAAR assessment data. Terry Berkenhoff acknowledged that there is an ongoing trend where achievement dips every other year. She spoke specifically to targeted professional development for teachers with less experience, interventions for students in math, and how initiatives are focused on supporting English Learner students and Social Emotional Learning to reach reluctant learners.

Kari Honea provided Board Development training concerning the student special population labels that are used in the TAPR report. There was discussion about the new designations Continuously Enrolled and Non-Continuously Enrolled.

David Molina presented an update from the Compensation Committee. He spoke to how there was a budget surplus. Kathleen Zimmermann shared the proposal to provide a \$500 stipend to every staff member at NYOS in order to share out this surplus. This bonus will go to all staff, part time and full time. This bonus will be approved by the Board in the later budget amendment.

Alyssa Moore presented an update on behalf of the Executive Director Review committee. She reviewed the Marzano Framework that is used in the evaluation. Alyssa reminded the Board that this review is conducted collaboratively with the Executive Director. Each year only three indicators are selected for evaluation criteria. This update also included the Work Plan which sets the deadlines for all of the components. The goal is to have the final review presented at the March Board meeting.

Matt Embry presented on behalf of the Financial Oversight Committee. The first meeting for restructuring the committee will take place in early March. Enrollment is at 1,065. There have been more absences than usual. Cash flow is fluctuating due to large payments outgoing. The committee also reviewed the Form 990, which is essentially the tax return for the school.

Hweilu Chen presented the Board with a budget amendment to reflect the stipend discussed earlier, reflected in the payroll adjustment. There were also some funds allotted to purchasing new technology for instructional purposes. On Giving Tuesday, NYOS raised \$28,000, split evenly among Elementary and Secondary for STEM resources. Vibha Monteiro moved to approve the budget amendment as presented. Priscilla Cavazos seconded. The motion passed unanimously.

Chris Juraska presented on behalf of the Nominations Committee. He shared that Amy Elms will share information about candidacy in the NYOS Notes newsletter to generate broader awareness.

Matt Embry presented the update for the Property Development Committee. He shared there was a tour of room sizes, talk of expanding the building plan for middle school by five feet to make room for backpacks. It will hit the contingency fund a bit, and Kathleen Zimmermann will run this idea by the consultant to nail down final approval. Kari Honea asked a question about a contingency plan in case the property isn't ready on time. Kathleen Zimmermann shared that the lease on Kramer will exist until it is no longer needed. Chris Juraska shared that the most viable plan discussed so far would be to have a later start and longer summer to accommodate building. David Molina assured the Board that project managers have not been late on construction of a school yet.

The Board was presented with a resolution to approve the Executive Director to pay invoices up to \$100,000 for work related to the property development project. This resolution is needed due

to the fact that Board approval is required for the Executive Director to sign invoices above \$50,000. There was discussion about the language of the resolution to reflect informing the Property Development Committee of invoices and the Committee in turn informing the Board at the next meeting. Vibha Monteiro moved to table the resolution until the end of the meeting. Alyssa Moore seconded. The motion passed unanimously.

Agenda items for the March Board meeting were discussed:

- Non-Expansion Amendment
- Instructional Materials Certification
- Executive Director Review
- Nominations Committee Update

Returning to the resolution to approve the Executive Director to sign contracts and pay invoices up to \$100,000 for professional services related to the property expansion, the language was amended to reflect the changes mentioned above. Vibha Monteiro moved to approve the resolution as amended Chris Juraska seconded. The motion passed unanimously.

The Board Chair invited a motion to adjourn. Alyssa Moore moved to adjourn. Matt Embry seconded. The motion passed unanimously.

**Adjournment time: 8:25**

#### **Certification**

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 2/13/20.

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Natalie Elliott