

MINUTES

University of Houston Charter School Board

Date: April 8, 2015

Time: 9:00 a.m.

Place: Board of Regents Conference Room
128 E. Cullen Building
University of Houston
Houston, Texas 77204

Present: Robert H. McPherson, Ph.D., Chair
Jonathan Schwartz, Ph.D., College of Education Faculty Representative
Rebecca Hoyt, Ph.D., Community Representative
Eric Bentley, Parent Representative
Rozina Chowdry, Teacher Representative
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)

Absent: None

Quorum: Five of five Board members/representatives present (majority required).

New Business:

1. Call to Order: 9:03 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of all Board members. Chair McPherson introduced Patricia Paquin, who attended as an ex officio member of the Board in her current capacity as Acting Principal and Superintendent of the UH Charter School.
3. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
4. Chair McPherson noted that TEA rules require that all members of Charter School Boards complete Board Member training within the first year of their appointment as Board Members. The Chair further noted that Dona Cornell presented the first hour of training at the January 26, 2015, meeting and that all Board Members have subsequently submitted completion confirmation for the online training course on Open Meetings offered by the Texas Office of the Attorney General. Board Members are now being asked to complete another online segment

on the Public Information Act offered by the Texas Office of the Attorney General prior to the next Board meeting and a link to such training will be circulated.

5. UH Charter School Board Member Training (1 hour) on Basic School Finance was presented by Patricia Paquin, David Ellis, UH Executive Director for Financial Reporting and Raquel Scarone, UH Director for Financial Reporting.
6. Chair McPherson presented the Board Minutes from the January 26, 2015 Board Meeting for review and approval. No corrections to the Board Minutes. The January 26, 2015 Board Minutes were approved unanimously.
7. Patricia Paquin presented the Quarterly Budget for the Board's review. No vote is required on the Quarterly Budget.
8. Patricia Paquin presented the Annual Operating Budget for the Board's review and approval. Review and discussion of Annual Operating Budget and discussion of appropriate cost center for playground equipment. Motion: Representative Jonathan Schwartz moved to approve the Annual Operating Budget, seconded by Representative Eric Bentley. The Motion passed unanimously.
9. Chair McPherson discussed the Board's authority to recruit and select the Principal/Superintendent of the UH Charter School. Chair McPherson further discussed the departure of Founding Principal and Superintendent, Carolyn Black for medical reasons and that upon return; she will remain with the College of Education. In February, Chair McPherson appointed Patricia Paquin as Acting Principal and Superintendent. The Chair and Board discussed delegation of recruiting and selecting a permanent replacement for Principal and Superintendent to Chair McPherson. Motion: Representative Eric Bentley moved to approve delegation of recruitment and selection of a permanent Acting Principal and Superintendent to Chair McPherson, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
10. Patricia Paquin presented the TEA Certification Form regarding Instructional Materials Allotment and TEKS Certification for the Board's review. Upon conclusion of the review, the Certifications were signed by Patricia Paquin as Acting Superintendent, Robert McPherson as Chair of the Board, and Jonathan Schwartz as Secretary of the Board.
11. Patricia Paquin presented the UH Charter School's Criteria for Self-Evaluation for the Board's review and approval. Motion: Representative Rebecca Hoyt moved to approve the UHCS Criteria for Self-Evaluation, seconded by Representative Rozina Chowdry. The Motion passed unanimously.
12. Patricia Paquin presented the UH Charter School Academic Calendar for 2015-2016 for the Board's review and approval. Motion: Representative Jonathan Schwartz moved to approve the UHCS Academic Calendar for 2015-2016, seconded by Representative Eric Bentley. The Motion passed unanimously.

13. Chair McPherson discussed scheduling of quarterly meetings as prescribed by the Board of Regents resolution and the TEA authorization, and suggested 9:00 a.m. on the 3rd Tuesday of the months of July, October, January and April. Motion: Representative Jonathan Schwartz moved to approve the Board meetings be held at 9:00 a.m. on the 3rd Tuesday of the months of July, October, January and April, seconded by Representative Rebecca Hoyt. The Motion passed unanimously.

Adjournment: There being no need for an Executive Session and no further business, Chair McPherson declared the meeting adjourned by unanimous consent at 10:58 a.m.

Documentation submitted

Respectfully submitted by,

Adopted by the Board in the meeting of
_____ (Date of Meeting)

Jonathan P. Schwartz, Ph.D.
Secretary

Presiding Officer

Others present:

Lauri Schneidau Ruiz
David Ellis
Raquel Scarone