

# UNIVERSITY of HOUSTON | CHARTER SCHOOL

## MINUTES

University of Houston Charter School Board

**Date:** October 24, 2017

**Time:** 9:00 a.m.

**Place:** UH Charter School  
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  
Rozina Chowdry, Teacher Representative  
Rebecca Hoyt-Sanford, Ph.D., Community Representative  
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)

**Absent:** Alex Hernandez, Parent Representative

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

### New Business:

1. Call to Order: 9:04 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members McPherson, Schwartz, Chowdry, Sanford and Paquin (non-voting ex-officio).
3. Two students from the UH Charter School presented their science projects on "Exercise – Does it Help Your Memory?" and "Magnets – Does Temperature Affect Magnetism."
4. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
5. Chair McPherson announced that during the summer Parent Representative, Eno Udoh, advised that she was stepping down from the Board due to a residential move resulting in a significant geographical distance and removal of her daughter from the UH Charter School. Further, Chair McPherson has appointed Alex Hernandez to serve as Parent Representative. Mr. Hernandez has been an actively engaged Charter School parent for four years.

6. Chair McPherson presented the Board Minutes from the July 18, 2017 Board Meeting for review and approval. No corrections to the Board Minutes. Motion: Representative Jonathan Schwartz moved to approve the July 18, 2017 Board Minutes, seconded by Representative Rozina Chowdry. The Motion passed unanimously.
7. Chair McPherson presented the Board Minutes from the September 26, 2017 Specially Called Board Meeting for review and approval. No corrections to the Board Minutes. Motion: Representative Rozina Chowdry moved to approve the July 18, 2017 Board Minutes, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
8. Patricia Paquin presented the Principal's Report on the UH Charter School. There were 131 enrolled students pre-Hurricane Harvey and enrollment dropped to 127 enrolled students post-Hurricane Harvey. Of the 106 families with students at the UH Charter School, 46 families consisting of 56 enrolled students are associated with UH. Of the 69 applications for the lottery, 17 were associated with UH. There are no students on the waitlists for kindergarten, 2<sup>nd</sup> and 5<sup>th</sup> grade. The UH Charter School has 1 student on the 1<sup>st</sup> grade waitlist, 9 students on the 3<sup>rd</sup> grade waitlist, and 5 students on the 4<sup>th</sup> grade waitlist. Further reporting on special populations. Additionally, the number of economically disadvantaged students has grown to the point that the UH Charter School will become a Title I school. No vote is required on the Principal's Report.
9. Patricia Paquin presented the UH Charter School Quarterly Budget. No vote is required on the Quarterly Budget.
10. Patricia Paquin presented an overview of the 2017-2018 Annual Governance Reporting Form for Open-Enrollment Charter Schools required by the Texas Education Agency. The Form must be submitted to the Division of Charter School Administration by December 1, 2017.
11. Patricia Paquin presented the Special Education Shared Services Arrangement for the Houston Charter Schools Special Education Co-op for review and approval. Motion: Representative Jonathan Schwartz moved to approve the Special Education Shared Services Arrangement for the Houston Charter Schools Special Education Co-op, seconded by Representative Rozina Chowdry. The Motion passed unanimously.
12. Patricia Paquin presented the Spring 2017 STAAR results and TEA 2017 District and Campus Accountability Summary. The UH Charter School "Met Standard."
13. Patricia Paquin presented information regarding a proposed request for a waiver of days that the UH Charter School was impacted by Hurricane Harvey based upon guidance from the TEA. Motion: Representative Rozina Chowdry moved to approve the UH Charter School's request to seek a Waiver for Low Average Daily Attendance for the days impacted by Hurricane Harvey, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
14. Patricia Paquin presented new requirements affecting and the proposed updated Wellness Policy for review. Every school that participates in the National School Lunch Program and/or the School Breakfast Program is required to establish a local school wellness policy. The Texas Department of Agriculture recently updated the requirements for the local wellness policies.

Motion: Representative Jonathan Schwartz moved to approve the updated Wellness Policy, seconded by Representative Rozina Chowdry. The Motion passed unanimously.

15. Lauri Ruiz presented a proposed updated Policy Regarding Video Surveillance of Certain Special Education Settings. Changes are to comply with new Texas legislative requirements. Motion: Representative Rozina Chowdry moved to approve the UH Charter School's updated Policy Regarding Video Surveillance of Certain Special Education Settings, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
16. Lauri Ruiz presented updates on bills passed in the recent Texas legislative session that will require updates to the UH Charter School policies. Counsel is awaiting further guidance from the Commissioner to prepare the updated policies.
17. Lauri Ruiz further explained that the UH Charter School will be required to update certain policies in a timely manner and before regularly scheduled Board meetings. In order to be compliant with new laws or other official guidance from the TEA or Texas Attorney General, the UH Charter School Board By-Law 6.02 provides authority for the Board to establish and empower ad hoc committees. It was suggested that appropriate members for the committee would be Jonathan Schwartz and Rozina Chowdry as they are already located on the UH campus and more readily available to work with Patricia Paquin and Lauri Ruiz. Motion: Representative Jonathan Schwartz moved to delegate authority to the subcommittee to approve interim policies pending review by the full Board, seconded by Representative Rozina Chowdry. The Motion passed unanimously.

#### **EXECUTIVE SESSION**

18. Call to Order for Executive Session: 10:27 a.m. by Chair McPherson.
19. Consultation with System Attorney Regarding Legal Matters and/or Contemplated Litigation or Settlement Offers – Texas Government Code Section 551.071.
20. Adjournment of Executive Session: 10:47 a.m. by Chair McPherson.

**Return to Open Session at 10:48 a.m.**

21. Chair McPherson announced that the members met in Executive Session and no formal action was required or taken.