

**UNIVERSITY OF HOUSTON SYSTEM
CHARTER SCHOOL BOARD AGENDA**

ITEM: AGENDA ITEM 84

Minutes from Meeting of April 17, 2018

SUMMARY:

Draft minutes of the UHCS Board meeting from April 17, 2018 are submitted for review and approval.

SUPPORTING DOCUMENTATION:

Draft minutes

CONSIDERED BY THE BOARD ON: 8/7/18

APPROVED AS PRESENTED:

✓

APPROVED AS MODIFIED:

NOT APPROVED:



Jonathan Schwartz, UHCS Board Secretary

UNIVERSITY of HOUSTON | CHARTER SCHOOL

MINUTES

University of Houston Charter School Board

- Date:** April 17, 2018
- 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
Alex Hernandez, Parent Representative
Rebecca Sanford, Ph.D., Community 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: 9:20 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members Schwartz, Chowdry, Hernandez, Sanford (late arrival) and Paquin (non-voting ex-officio).
3. Patricia Paquin announced that the Charter School student who planned to make a presentation is out ill today and there will be no presentation.
4. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
5. Chair McPherson presented the Board Minutes from the January 23, 2018 Board Meeting for review and approval. Motion: Representative Jon Schwartz moved to approve the January 23, 2018 Board Minutes, seconded by Representative Rozina Chowdry. The Motion passed unanimously.

6. Patricia Paquin presented the Principal's Report on the UH Charter School. There have been many activities at the UH Charter School, including the Mars Rover Competition, Authors' Night, performance by the Houston Chamber Ringers, Black History Month, Valentine's Day Arts and Crafts with UH Football Team representatives, Hoops for Heart, Go Texan Day, Women in History, Read Across America which was opened by UH Football Coach Major Applewhite, class field trips to the Museum of Natural Science and History and to Armand Bayou, 4th grade educational Texas history trip to San Antonio, Drop Everything and Read Day, and attendance at the PROMES 40th Annual Banquet for students participating in the College of Engineering Program. Over the summer, the UHCS will host the BOUNCE program and be able to do nutrition activities with students and parents. No vote is required on the Principal's Report.
7. Patricia Paquin presented the UH Charter School Quarterly Budget. No vote is required on the Quarterly Budget.
8. Patricia Paquin presented additional amendments to the 2017-2018 Annual Operating Budget related to an increase in Title I students (students not currently working at grade level) and Title II activities which resulted in increases to the budget for identified cost centers. Motion: Representative Rozina Chowdry moved to approve the amendments to the 2017-2018 Annual Operating Budget, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
9. Patricia Paquin presented the 2018-2019 Annual Operating Budget for the Board's review and approval. Motion: Representative Rebecca Sanford moved to approve the 2018-2019 Annual Operating Budget, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
10. Patricia Paquin presented the 2018-2019 UHCS Academic Calendar for the Board's review and approval. Charter schools in effect prior to January 1, 2015 have been allowed by the legislature to utilize the 180 days of instruction calendar versus the minutes calendar. Discussion surrounding posting and review of calendars by parent advisory committee and UHCS parents, and alignment of calendars with UH and/or HISD. Motion: Representative Jonathan Schwartz moved to approve the 2018-2019 UHCS Academic Calendar, seconded by Representative Rozina Chowdry. Representative Rebecca Sanford opposed the Motion. The Motion passed by majority.
11. Patricia Paquin and Lauri Ruiz presented the draft letter of commitment to be presented to UH Charter School Teachers for the Board's review and approval. Motion: Representative Jonathan Schwartz moved to approve the proposed form letter of commitment with modifications to 1) clarify that salary can be on a 10 or 12 month payout, 2) clarify paragraph regarding "indicate your intention to return" to ". . . return in 5 days and/or schedule a meeting with the principal/superintendent," and 3) clarify letter to further define "exempt," i.e. not eligible for overtime. The Motion to approve with modifications was seconded by Representative Rozina Chowdry. The Motion passed unanimously.
12. Patricia Paquin presented information on reclassifying teachers from staff to a teacher classification to conform to industry practices and to improve recordkeeping. The reclassification would mean that similar to other charter schools and ISDs, the teachers would not accrue vacation during the school year. The proposal presented was to pay out all vacation accrued by teachers

thru June for payout in July. Beginning with the 2018-2019 academic year, teachers would not accrue vacation, but would continue to accrue sick leave and would now accrue 2 personal days which do not roll over from year to year nor receive a payout if not used. Teachers would be reclassified from staff to teacher. Motion: Representative Rebecca Sanford moved to approve the reclassification of UH Charter School teachers from staff to teachers as presented by Patricia Paquin, including an allocation of two personal days per academic year which do not roll over, and elimination of vacation accruals. The Motion was seconded by Representative Jonathan Schwartz. Representative Rozina Chowdry abstained from the vote. The Motion passed by majority.

Break from Open Session at 10:44 a.m. and return to Open Session at 10:49 a.m.

13. Patricia Paquin presented the results of the USDA's audit on the UH Charter School's child nutrition program. No vote is required.
14. In light of recent tragedies that occurred on school campuses, Patricia Paquin presented information on the UH Charter School's ongoing review of its School Emergency Operations Plan to ensure best practices. No vote is required.
15. Patricia Paquin advised that the Texas Education Agency had not yet released the IDEA-B Compliance Report and accordingly no presentation forthcoming during this Board meeting.
16. Patricia Paquin presented and the Board commenced its annual review of the TEA Certification form regarding Instructional Materials Allotment and TEKS Certification. The Certification was presented to the Board Chair and Board Secretary for approval and signature.
17. Chair McPherson opened discussion of continuing the quarterly meetings on the third Tuesday of the first month of each quarter. The anticipated dates for the coming academic year would be October 16, 2018, January 15, 2019, April 16, 2019, and July 16, 2019. The meetings for the coming academic year will be scheduled for 9:30 a.m. – 12:00 p.m.
18. Lauri Ruiz presented information on consent agendas for further consideration at a future meeting.

Break from Open Session for Executive Session at 11:25 a.m.

EXECUTIVE SESSION

19. Call to Order for Executive Session: 11:25 a.m. by Chair McPherson.
20. Consultation with System Attorney Regarding Personnel Matters Relating to Appointment, Employment, Evaluation, Assignment, Duties, Discipline or Dismissal of Officers or Employees – Texas Government Code Section 551.074.
21. Consultation with System Attorney Regarding Legal Matters and/or Contemplated Litigation or Settlement Offers – Texas Government Code Section 551.071.

22. Adjournment of Executive Session: 11:32 a.m. by Chair McPherson.

Return to Open Session at 11:32 a.m.

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

Adjournment: There being no further business, Chair McPherson announced the next meeting will be Tuesday, July 17, 2018, and declared this meeting adjourned by unanimous consent at 11:35 a.m.

Documentation submitted

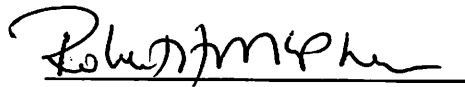
Respectfully submitted by,

Adopted by the Board in the meeting of
8/7/18 (Date of Meeting)



Jonathan P. Schwartz, Ph.D.

Secretary



Presiding Officer

Others present:

Lauri Schneidau Ruiz

Paul Roch (partial attendance)