

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

ITEM: AGENDA ITEM 3

Minutes from Meeting of April 14, 2020

SUMMARY:

Draft minutes of the UHCS Board meeting from April 14, 2020 are submitted for review and approval.

SUPPORTING DOCUMENTATION:


Draft minutes

CONSIDERED BY THE BOARD ON: 07/21/20

APPROVED AS PRESENTED: X

APPROVED AS MODIFIED: _____

NOT APPROVED: _____



UHCS Board Secretary

MINUTES

University of Houston Charter School Board

Date: April 14, 2020

Time: 9:30 a.m.

Place: Meeting conducted remotely via Zoom in accord with the Governor's March 16, 2020 suspension of certain provisions of the Texas Open Meetings Act due to the COVID-19 pandemic

Present: Robert H. McPherson, Ph.D., Chair
Margaret Hale, Ed.D., College of Education Faculty Representative
Leslie Jamail, Teacher Representative
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)

Absent: Alex Hernandez, Parent Representative
Rebecca Sanford, Ph.D., Community Representative

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

New Business:

1. Call to Order: 9:35 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members Hale, Jamail, and Paquin (non-voting ex-officio).
3. Lauri Ruiz, UHS Office of the General Counsel, provided information about holding this quarterly meeting via Zoom in compliance with the Texas Open Meetings Act as a result of the ongoing COVID-19 pandemic.
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 21, 2020 Board Meeting. No changes were made and the January 21, 2020 minutes were approved as submitted.
6. Patricia Paquin presented the Principal's Report on the UH Charter School, including many activities, i.e. 100th Day of School, vision screenings by the College of Optometry, Black History Month assembly, UH Dance Program Safari Dance, Mars Rover Competition, Kickoff to Kids

Heart Challenge, Read Across America, Go Texan Day, 5th grade visits to the Third Ward Community Center, and Kindergarten – 2nd visits to the UH Bookstore and the George Ranch. Ms. Paquin further reported that March 10th was the last day in attendance at the UH Charter School due to the COVID-19 pandemic. Additionally, Ms. Paquin reported the admissions lottery opened on March 1, 2020 and has been extended to April 27, 2020. No vote is required on the Principal's Report.

7. Patricia Paquin provided a report on updates to the general education curriculum and services being provided by the UH Charter School under its Instructional Continuity Plan with guidance by the Texas Education Agency. The updates are a direct effect of the indefinite closure of the UH Charter School due to the COVID-19 pandemic and the resulting instruction via distance learning.
8. Patricia Paquin and UHCS Special Education teacher Ryan Rudd provided a detailed report on the provision of Special Education services in light of the indefinite closure of the UH Charter School due to the COVID-19 pandemic. The UH Charter School developed a Continuity Plan for Special Education/504 Services so that services continue while receiving instruction via distance learning. Parents and children have been contacted and schedules worked out directly with each family. UH Charter School personnel receive regular updates from the Texas Education Agency through commissioner's calls and TEA website updates, as well as Region 4 webinars and UH supports through the College of Education with legal guidance from the UH Office of General Counsel.
9. After reviewing the Instructional Continuity Plan and the Continuity Plan for Special Education/504 Services, Patricia Paquin presented UH Charter School Public Emergency Priorities for review and approval. The Public Emergency Priorities are to prioritize 1) the safety, security and well-being of UH Charter School staff and students, and 2) the continuation of educational services to students outside of normal school operations. Motion: Representative Margaret Hale moved to approve the UH Charter School Public Emergency Priorities, seconded by Representative Leslie Jamail. The Motion passed unanimously.
10. Patricia Paquin presented the UH Charter School Interim Grading Policy due to COVID-19. Motion: Representative Leslie Jamail moved to approve the UH Charter School Interim Grading Policy due to COVID-19, seconded by Representative Margaret Hale. The Motion passed unanimously.
11. Patricia Paquin presented the UH Charter School Interim Academic Achievement Promotion and Retention Policy due to COVID-19 Adjustments. Motion: Representative Margaret Hale moved to approve the UH Charter School Interim Academic Achievement Promotion and Retention Policy due to COVID-19 Adjustments, seconded by Representative Leslie Jamail. The Motion passed unanimously.
12. Lauri Ruiz presented the UH Charter School Interim Grievance Policy due to COVID-19. Motion: Representative Leslie Jamail moved to approve the UH Charter School Interim Grievance Policy due to COVID-19, seconded by Representative Margaret Hale. The Motion passed unanimously.

13. Patricia Paquin presented the Missed School Days Waiver pursuant to TEC 25.081 (Closed but Committed to Providing Instruction) due to COVID-19. Motion: Representative Margaret Hale moved to approve the UH Charter School Missed School Days Waiver pursuant to TEC 25.081 (Closed but Committed to Providing Instruction), seconded by Representative Leslie Jamail. The Motion passed unanimously.
14. Lauri Ruiz presented the proposed Resolution of the Board Regarding Delegation to Superintendent for Waivers. Motion: Representative Leslie Jamail moved to approve the Resolution of the Board Regarding Delegation to Superintendent for Waivers, seconded by Representative Margaret Hale. The Motion passed unanimously.
15. Patricia Paquin presented the UH Charter School Quarterly Budget. No vote is required on the Quarterly Budget.
16. Patricia Paquin presented the 2020-2021 Annual Operating Budget for approval. Motion: Representative Margaret Hale moved to approve the 2020-2021 Annual Operating Budget, seconded by Representative Leslie Jamail. The Motion passed unanimously.
17. Following discussions at prior UH Charter School Board meetings, a final proposed UH Charter School Salary Structure was presented by Patricia Paquin and Jill Victor of the UH Office of Human Resources. Motion: Representative Leslie Jamail moved to approve the UH Charter School Salary Structure, seconded by Representative Margaret Hale. The Motion passed unanimously.
18. Patricia Paquin presented the 2020-2021 UH Charter School Academic Calendar for approval. Motion: Representative Leslie Jamail moved to approve the 2020-2021 UH Charter School Academic Calendar, seconded by Representative Margaret Hale. The Motion passed unanimously.
19. 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.
20. Chair McPherson opened discussion of the anticipated UH Charter School Board Meeting dates for the coming academic year to determine if any dates would present an anticipated lack of quorum. The dates for the upcoming academic year will be October 6, 2020, January 19, 2021, April 20, 2021, and July 13, 2021. The meetings will be scheduled from 9:30 a.m. – 12:00 p.m.

Brief Break at 11:10 a.m.

EXECUTIVE SESSION

21. Call to Order for Executive Session: 11:11 a.m. by Chair McPherson.

22. Consultation with System Attorney Regarding Compliance Program where Personally Identifiable Information about a Student Will Necessarily be Revealed – Texas Government Code Section 551.0821.

Patricia Paquin Departs Executive Session at 11:17 a.m.

23. Consultation with System Attorney regarding Personnel Matters Relating to the Appointment, Employment, Evaluation, Assignment, Duties, Discipline or Dismissal of Officers or Employees – Texas Government Code Section 551.074.


24. Adjournment of Executive Session: 11:23 a.m. by Chair McPherson.

Return to Open Session at 11:23 a.m.

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

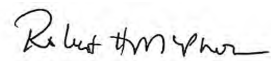
Adjournment: There being no further business, Chair McPherson announced the next meeting will be Tuesday, July 21, 2020, and declared this meeting adjourned by unanimous consent at 11:25 a.m.

Respectfully submitted by:



Margaret A. Hale, Ed.D.
Secretary

Adopted by the Board in the meeting of
07/21/20 (Date of Meeting)



Presiding Officer

Others present:

Lauri Schneidau Ruiz, UHS Office of General Counsel
Jill Victor, UH Human Resources
Ryan Rudd, UHCS Special Education Teacher