

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

**ITEM:** AGENDA ITEM 3

Minutes from Meeting of July 21, 2020

**SUMMARY:**

Draft minutes of the UHCS Board meeting from July 21, 2020 are submitted for review and approval.

**SUPPORTING DOCUMENTATION:**

Draft minutes

**CONSIDERED BY THE BOARD ON:** 10/06/20

**APPROVED AS PRESENTED:** X

**APPROVED AS MODIFIED:** \_\_\_\_\_

**NOT APPROVED:** \_\_\_\_\_



\_\_\_\_\_  
*UHCS Board Secretary*

## MINUTES

University of Houston Charter School Board

**Date:** July 21, 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  
Alex Hernandez, Parent Representative  
Leslie Jamail, Teacher Representative  
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)

**Absent:** Rebecca Sanford, Ph.D., Community Representative

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

### **New Business:**

1. Call to Order: 9:36 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members Hale, Hernandez, Jamail, and Paquin (non-voting ex-officio).
3. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
4. Chair McPherson presented the Board Minutes from the April 14, 2020 Board Meeting. No changes were made and the April 14, 2020 minutes were approved as submitted.
5. Patricia Paquin presented the Principal's Report on the UH Charter School, including pictures and reports of students engaged in remote learning, K-4 Car Parade celebrating end of the school year where bags containing t-shirts and other celebratory items were placed in the trunks of cars for K-4 students, 5<sup>th</sup> Grade Car Parade where each "graduating" student was allowed to safely exit their car one at a time to sign the traditional class tile and allow for safety per COVID-19. Ms. Paquin further reported that some UHCS students and their families have been

significantly affected and have struggled as a result of the pandemic. No vote is required on the Principal's Report.

6. Patricia Paquin provided an update on the proposed 2020-2021 COVID-19 Guidelines for the reopening of the UH Charter School. The guidelines were drafted based on continuing guidance from the Department of Education, Texas Education Agency, local authorities and health authorities to provide for the health and safety of students and staff upon reopening of the UHCS. No vote is required on the proposed 2020-2021 COVID-19 Guidelines.
7. The UHCS Board previously approved the 2020-2021 UHCS academic calendar. Given the ongoing pandemic and evolving information, Patricia Paquin presented two alternatives for adjusting the school calendar to both meet the educational needs of the students while maintaining safety and complying with continued social distancing. Motion: Representative Margaret Hale moved to approve Option 1 to start the school year in August as planned with an option for parents to enroll for remote learning. The school year calendar will be extended to the end of June to allow for the possibility of emergency closings. Parents may choose to switch between remote and in person teaching environments at the end of each grading period with notice to the school. The Motion was seconded by Representative Leslie Jamail. The Motion passed unanimously.
8. Per the prior Resolution of the Board Regarding Delegation to Superintendent for Waivers, Patricia Paquin presented waivers submitted to the TEA for ratification by the Board: 1) Instructional Materials Inventory Requirement, and 2) Parent Notice Requirements for Students at Risk Failure. Motion: Representative Leslie Jamail moved to ratify the waivers submitted to the TEA, seconded by Representative Margaret Hale. The Motion passed unanimously.
9. Patricia Paquin presented additional waivers submitted to the National School Lunch Program and/or the National Breakfast Program: 1) Non-Congregate Meal Service Waiver, 2) Parent Meal Pick Up Waiver, and 3) Alternative Meals Time Waiver. The waivers submitted to the NSLP/NBP do not require Board ratification.
10. Per the prior Resolution of the Board Regarding Delegation to Superintendent for Waivers, the UHCS through counsel, Lauri Ruiz, sought clarification that the Resolution remain in effect for the 2020-2021 academic year given it is not immediately apparent if resumption of "full operations" will be periodically interrupted due to the COVID-19 pandemic. Motion: Representative Leslie Jamail moved to continue the Delegation to Superintendent for Waivers though the 2020-2021 academic year, seconded by Representative Margaret Hale. The Motion passed unanimously.
11. At the prior Board meeting, a School Salary Structure was presented by Patricia Paquin and Jill Victor of the UH Office of Human Resources and approved by the Board. Since that time, the COVID-19 pandemic has had a significant adverse effect on budgets for all academic institutions and schools, including the University of Houston. The University of Houston made the difficult decision to institute a 7.5% budget reduction which affects all areas including the UH Charter School. Motion: Representative Margaret Hale moved to rescind approval of the new UH Charter School Salary Structure at this time, seconded by Representative Alex Hernandez. The Motion passed unanimously.

12. Patricia Paquin presented the UH Charter School Quarterly Budget. No vote is required on the Quarterly Budget.
13. Patricia Paquin presented amendments to the 2019-2020 Annual Operating Budget for approval. Motion: Representative Leslie Jamail moved to approve the amendments to the 2019-2020 Annual Operating Budget, seconded by Representative Margaret Hale. The Motion passed unanimously.
14. Lauri Ruiz presented the proposed Title IX Policy for the UH Charter School. Motion: Representative Margaret Hale moved to approve the Title IX Policy for the UH Charter School, seconded by Representative Leslie Jamail. The Motion passed unanimously.
15. Lauri Ruiz presented proposed updates to the Grievance Policy for the UH Charter School and also requested the removal of the interim status for extended deadlines contained therein. Motion: Representative Alex Hernandez moved to approve the proposed updates to the Grievance Policy and the removal of the interim status for extended deadlines, seconded by Representative Leslie Jamail. The Motion passed unanimously.
16. Patricia Paquin presented the UH Charter School Equity Plan. No vote is required on the Equity Plan.
17. Patricia Paquin presented the 2020-2021 UH Charter School Parent/Student Handbook for approval. Motion: Representative Margaret Hale moved to approve the 2020-2021 UH Charter School Parent/Student Handbook, seconded by Representative Leslie Jamail. The Motion passed unanimously.
18. Patricia Paquin presented the 2020-2021 UH Charter School Employee Handbook for approval. Motion: Representative Alex Hernandez moved to approve the 2020-2021 UH Charter School Employee Handbook, seconded by Representative Leslie Jamail. The Motion passed unanimously.
19. Patricia Paquin presented the final compliance review of the IDEA-B Maintenance of Effort. No vote is required on the IDEA-B Maintenance of Effort Compliance Review.
20. Patricia Paquin presented the Annual Risk Assessment for the 2020-2021 School Year (FY2021). No vote is required on the Annual Risk Assessment for the 2020-2021 School Year (FY2021).

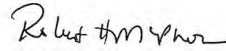
**Adjournment:** There being no further business, Chair McPherson announced the next meeting will be October 6, 2020, and declared this meeting adjourned by unanimous consent at 11:49 a.m.

Respectfully submitted by:

Adopted by the Board in the meeting of  
10/06/20 (Date of Meeting)



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Margaret A. Hale, Ed.D.  
Secretary



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Presiding Officer

Others present:

Lauri Schneidau Ruiz, UHS Office of General Counsel