

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

**ITEM:** AGENDA ITEM 3

Minutes from Meeting of April 23, 2021

**SUMMARY:**

Draft minutes of the UHCS Board meeting from April 23, 2021 are submitted for review and approval.

**SUPPORTING DOCUMENTATION:**

Draft minutes

**CONSIDERED BY THE BOARD ON:** 10/19/2021

**APPROVED AS PRESENTED:** X

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

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

Margaret A. Hale  
UHCS Board Secretary

## MINUTES

University of Houston Charter School Board

**Date:** April 23, 2021

**Time:** 8:30 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  
Rebecca Sanford, Ph.D., Community Representative  
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)

**Absent:** Leslie Jamail, Teacher Representative  
Vacant Seat, Parent Representative

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

### **New Business:**

1. Call to Order: 8:39 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members Hale, Sanford, and Paquin (non-voting ex-officio). Dr. Bruce Marchand of the Texas Education Agency (TEA) joined the meeting today.
3. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
4. Students from the UH Charter School joined the meeting virtually and presented poems.
5. Chair McPherson presented the Board Minutes from the January 19, 2021 Board Meeting. No changes were made and the January 19, 2021 minutes were approved as submitted.
6. Patricia Paquin presented the Principal's Report. UHCS currently has 45 students in face-to-face instruction and 30 attending virtual instruction. Enrollment has continued to decline since announcement of impending closure. Information has been shared with parents on potential area public, magnet and charter school options. STAAR writing tests were conducted on April 7-

8 with 16 eligible students. Grades 3-5 will test in May and currently expect 24 of the eligible 44 to participate in the testing. The Barbara Bush Literacy Foundation provided all students engaged in face-to-face learning with 6 books each for their home libraries. UHCS will be moving forward with end of year activities in safe formats including an end of year celebration, distribution of yearbooks and t-shirts, 5<sup>th</sup> grade celebration via Zoom and possible drive thru parade. No vote is required on the Principal's Report.

7. Patricia Paquin reported on compliance with TEA requirements regarding school closure to include:
  - FY21 audit to be conducted beginning in summer 2021 with expected completion in December, review by the Board and submission to the TEA in January 2022
  - UHCS will be responsible for expenses associated with the appointment of a conservator
  - There will be no funding or audit for FY22
  - Region 4 has been contracted to maintain student database and all records are being prepared for transition
  - Items purchased with state funds become property of the state; created inventories of technology, equipment, library, etc. and will await instructions from TEA on distribution
  - College of Education technology will be returned to the College of Education
  - UHCS anticipates expenses for Region 4 contract, audit reports, basic operating expenses, i.e., photocopy paper, moving of furniture and records, etc.
  - Teaching staff and staff are in the process of locating new employment; several have found new positions; Connie Kemp with Human Resources advised no termination packages are required
  - Dr. Bruce Marchand (TEA) suggests limited future Board meetings, i.e., perhaps one in Fall as informative, one for audit in January or early Spring
8. Patricia Paquin presented the UHCS Quarterly Budget. No vote is required on the UHCS Quarterly Budget.
9. Patricia Paquin presented amendments to the 2020-2021 Annual Operating Budget for approval. Motion: Representative Rebecca Sanford moved to approve the amendments to the 2020-2021 Annual Operating Budget, seconded by Representative Margaret Hale. The Motion passed unanimously.
10. Patricia Paquin presented the 2021-2022 Annual Operating Budget for approval. While UHCS is closing, there will be additional work and expenses associated with the process. Motion: Representative Margaret Hale moved to approve the 2021-2022 Annual Operating Budget, seconded by Representative Rebecca Sanford. The Motion passed unanimously.
11. Patricia Paquin presented information on the UHCS compliance with the IDEA-B Maintenance of Effort requirements for 2019-2020. No vote is required on the report.
12. Patricia Paquin presented the Missed School Days Waiver pursuant to TEC 25.081 (for February 15-19, 2021) and Other Waiver Pursuant to TEC 48.005 (for February 22-26, 2021) relating to the

Great Winter Freeze in Texas resulting in widespread power outage issues. Motion: Representative Rebecca Sanford moved to approve the UH Charter School Missed School Days Waivers pursuant to TEC 25.081 and TEC 48.005, seconded by Representative Margaret Hale. The Motion passed unanimously.

13. Lauri Ruiz discussed scheduling of upcoming UHCS Board meetings. Efforts will be made to allow Representative Rebecca Sanford to participate virtually at the remaining meetings for the UHCS Board.

**Transition to Executive Session at 10:01 a.m.**

**EXECUTIVE SESSION**

14. Call to Order for Executive Session: 10:02 a.m. by Chair McPherson.
15. 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.
16. Adjournment of Executive Session: 10:05 a.m. by Chair McPherson.

**Return to Open Session at 10:05 a.m.**

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

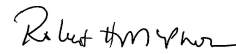
**Adjournment:** There being no further business, Chair McPherson declared this meeting adjourned by unanimous consent at 10:06 a.m.

Respectfully submitted by:

Adopted by the Board in the meeting of  
10/19/2021 (Date of Meeting)



\_\_\_\_\_  
Margaret A. Hale, Ed.D.  
Secretary



\_\_\_\_\_  
Presiding Officer

Others present:

Lauri Schneidau Ruiz, UHS Office of General Counsel  
Paul Roch, Executive Director of Business Operations, UH College of Education  
Dr. Bruce Marchand, Charter Portfolio Management Manager, Texas Education Agency