

Board Meeting Minutes

Tuesday, February 17, 2015

6:00 pm UME Preparatory Academy Campus

- I. **Call to Order** Dr. Estes 6:00
Those in attendance: Dr. Nolan Estes-Board Chairman; Dr. Charlene Connor-Board Vice-Chairperson; Mrs. Jill Jones-Board Secretary;
Mr. Jim Brodnick; Mr. Rusty Grayson; Mrs. Regina Pingel; Mrs. Donna Prince; Mrs. McConnell-Parent Representative
- Administrators present: Mr. Mike Spurlock-Superintendent**
Guests: Mrs. Shannan Horton
- Those absent: Dr. Jaime Andrade-Treasurer; Dr. Stephanie Goble**
- II. **Approval of January Board Minutes** Dr. Estes 6:05
Motion to approve January Board Minutes.
- Motion: Mrs. Prince**
Motion was seconded
Decision: unanimously approved
- III. **Evaluate how well the UME Prep Board is governing** Dr. Estes 6:10
- A. **Recognition of Excellence Award given to Mr. Brodnick**
Mr. Spurlock read the Excellence Award invitation for Mr. Brodnick to attend the banquet in Florida.
Congratulations followed.
- B. **Collection of Board Self-Evaluation Forms**
The forms that were ready were collected and the Board was reminded to make sure the remainder
are turned in for compilation. Some discussion followed regarding editing the questions.
Dr. Estes recommended requesting that Dr. Carpenter suggest alterations when he comes to
conduct the Board training in May.
- C. **Review of Board Committees** Dr. Estes 6:15
Discussion of standing committees followed. A description of each committee was requested. Discussion
followed regarding how members/chairs were selected. Mrs. McConnell suggested keeping the
Superintendent Search Committee active even though it is Ad Hoc, because it's better to have people
in mind before they are needed.
- The Board discussed the need of an Evaluation tool for evaluating the Superintendent. Dr. Estes
recommends that these criteria should be based on the goals of the Board/School. He further
recommends that the Superintendent be evaluated in January, other administrators in February, so
that teachers can be hired/evaluated in March. Clarification on the Evaluation process done in the last
Executive Session was requested by Mrs. Jones, Mrs. Pingel, and Mrs. McConnell. Dr. Estes recommends
revising the plan/criteria for evaluating the Superintendent by May so that the evaluation may conclude in
August as stated in Mr. Spurlock's employment agreement. Mrs. Jones requested clarification on what was
meant by Dr. Estes' words, "other Administrators". Dr. Estes stated that it refers to anyone in between
the Superintendent and the teachers. He stated that the Board causes the evaluation of the Administrators, but
evaluations are conducted by the Superintendent. Mrs. Jones requested clarification regarding Dr. Barker's
new role discussed at the January meeting and how the Board was informed. She is concerned that
communication should be better between the school administration and the Board.
- D. **Create new Committee structure**
The Board would like to define what each committee is responsible for, membership decisions, and schedule of meetings to
be reviewed during the Board Training in May.
- a. **new Governance Committee**
A Governance Committee will be created to review the Governance policy series and present them
regularly to the Board. Dr. Estes recommends taking the required days (see Sept 2012 Board Minutes for policy)
to review and then discuss any changes in policy, then any alterations would come up for consideration
on the next month's agenda. Mr. Spurlock reminded the Board during which months the policy
series were reviewed last year.

E. Parent Representative Report

Mrs. McConnell 6:35

Mrs. McConnell gave her report of things the Parent Affairs Committee is currently doing and what concerns were being addressed. Discussion followed regarding the graduation plans and schedule, also expressing concern that the school might not receive Intent to Return forms before the deadline since information regarding schedule will not be released to families until after the deadline. Dr. Conner reminded the Board that we are a very new school and are still fleshing out what we are going to look like in a few years compared to what we look like now. Mr. Spurlock reminded the Board that changes in Academics have been made recently that need to bear out. Mrs. McConnell reinforced the idea that communication must be better in these areas. Mr. Spurlock stated that he was trying to protect this leader in the change and was conscientious in the way it was or was not communicated to families. Mrs. McConnell stated that there are too many changes happening without communication to families and therefore they feel insecure. Mr. Spurlock reiterated that personnel issues should not necessarily be brought to the public. Mrs. McConnell stated that communication of changes should be more forthcoming and requested that the discussion be moved to closed session to protect those involved. She requests that families be reassured that the model is still paramount and there is a plan, that the goals are still the same and are still clear and we are committed to them. Families need to hear from administration about all of these issues. Dr. Conner encouraged Mrs. McConnell to continue to meet with Mr. Spurlock to further this communication flow. She reminded the Board that personnel issues should not be discussed openly and we should tread carefully. Mrs. Jones expressed concern with the parents feeling like they do not have a voice. Mrs. McConnell stated that there are many parents who will not come and speak with the Superintendent. Mrs. Prince stated that the person who is in charge of ultimately solving any problem, is Mr. Spurlock. Mrs. McConnell stated that the changes in personnel recently have made this process difficult. Dr. Estes, stated that five things are necessary: 1) clarification in the design of 4yr plan; 2) communication of this plan; 3) progress - what will it look like when we get there; 4) involve parents in that process with regular meetings; 5) parents will feel reassured and that these issues are being addressed. Dr. Estes stated that we are on our way to becoming a STEAM (Science Technology Engineering Math + Arts) school.

IV. Review how well UME Prep is achieving academic excellence

A. Enrollment Retention Report and Student/Teacher Ratio Report

Mrs. Horton

7:10

Mrs. Horton gave a report on Enrollment Retention since the first year of operation and also the report on Student/Teacher Ratio by course and by grade level. She further reported on current Enrollment rates. Discussion followed. A request that the Board revisit the Student/Teacher Ratio report in the March board meeting for further discussion. Dr. Estes stated that the school should adhere to the ratios as set in the Charter and use discretion with regard to going 2 over the cap. Mrs. Horton recommended that the "2 over the cap" be reserved for students not promoting to the next grade level in order to maintain balance in ratios.

B. Dual Credit Contract

Dr. Barker

7:22

Mr. Spurlock presented the contract in Dr. Barker's absence. Discussion followed. The Board encouraged the furtherance of this program since it promotes the school's values and the cost cannot be better.

Motion to approve the agreement with Mountain View College on Dual Credit

Motion: Mr. Grayson

Motion was seconded

Decision: unanimously approved

C. Parent Survey results update

Since Dr. Barker is absent, this report will be deferred to the March meeting.

D. Texas Academic Performance Ratings Public Hearing Presentation

Mr. Spurlock

7:25

a. Public discussion/questions

Mr. Spurlock presented the TAPR report. He discussed the highlights of this report. Dr. Estes stated that these results are encouraging and that we did not realize we'd be in a position to expect such good numbers. He added that we are a start-up school and that we are spending 30% less than other local ISDs per student and have 20% less time in school. He noted that Math in 3rd grade needs improvement, but they come to us in need and we are striving to bridge that gap. Dr. Estes opened the floor for questions/comments from the public. A man present requested that the Board/School communicate the things that Dr. Estes just mentioned with exactly those words to the parents. No other comments by the public were made.

V. Evaluate how well UME Prep is achieving cost containment

A. Presentation of January Financial Report (Action Item)

Mr. Spurlock

7:32

Mr. Spurlock presented the financial report to the Board. Mrs. Pingel clarified that certain monies came out of the account on January 30, rather than February 3rd, so that the next report's numbers will even back out.

Motion to (no motion made)

Motion:
Motion seconded:
Decision:

VI. Other Business Dr. Estes 7:34

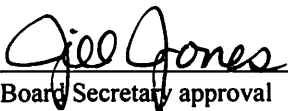
Mr. Spurlock requested that the Board not delay until May giving him what the guidelines for his evaluation should be so that he can have enough time to achieve them. He further requests that the Board set goals for the school to him to achieve the vision for the school. The Board encouraged him that they would not hold him accountable on an evaluation for goals in which there has not been enough time to achieve.

Mrs. McConnell revisited the delay in Dr. Barker's pay increase. Mr. Spurlock reminded the Board that Dr. Barker requested this matter be brought to the Board and that his evaluation would not normally be performed by the Board. Mrs. Pingel and Mr. Grayson stated that last month someone on the Board should have redirected this issue back to Mr. Spurlock. Mr. Spurlock reminded the Board that there is a difference between governance and management – the former is the responsibility of the Board and the latter is the responsibility of the Superintendent. Dr. Estes stated that the State will not get involved in the management of the personnel change in titles like "Dean" and should not have issue with the change. Mrs. Pingel requested that the latest Organizational Chart be sent to the Board. Mr. Spurlock asked if there was a specific reason that this question is coming up now? Mrs. Pingel stated that because it keeps changing, they'd like to be kept apprised of the changes by way of information. Mrs. Horton was requested to send a copy out to the Board. Mr. Spurlock reiterated the fact that he's available for discussion regarding any concerns the Board has. Dr. Estes stated that it's all about relationships and that these kinds of discussions are necessary to make the school into the model as stipulated. Mr. Brodnick reminded the Board that even ISDs are competitive and are recruiting through mailings and billboard advertising, so we should be purposeful in continuing our work here at UME.

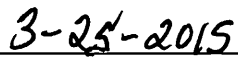
VII. Adjournment Dr. Estes 7:54
Dr. Estes adjourned the meeting.

IF, DURING THE COURSE OF THE MEETING, ANY DISCUSSION ON ANY ITEM ON THE AGENDA SHOULD BE HELD IN EXECUTIVE OR CLOSED SESSION, THE BOARD WILL CONVENE IN SUCH EXECUTIVE OR CLOSED SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE CHAPTER 551.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on February 13, 2015 at the UME Preparatory Academy Campus.



Board Secretary approval



Date