

Attendees:

- Present: Kristina Vargo, Bill Blackwell, Jaime Coyne, Benita Brooks, Barburhan Uzum, and Susie Kamman.
- Non-voting board associates present: Dr. Ronny Knox, SHSU Charter School Superintendent; Craig Toney, new SHSU Charter School Superintendent; Lisa Box, Administrative Associate; Rebecca Carruthers, District PEIMS Coordinator; Richard Ray, Charter School Business Manager; and Ginger Yount, TSUS Office of General Counsel.
- Alicia Hernandez, M.Ed., SHSU Charter School Principal, appeared via Zoom

1. Call to Order and Establish Quorum

- Dr. Kristina Vargo, Chair, called the meeting to order at 10:03 a.m., and noted a quorum was present.

2. Welcome Mr. Craig Toney

- Craig Toney, the new SHSU Charter School Superintendent, was welcomed.

3. Welcome New Board Members

- Dr. Jaime Coyne and Dr. Bill Blackwell were welcomed as the newest members of the Charter School Board.

4. Approval of Minutes

- Minutes of the May 22, 2023 Board Meeting were unanimously approved.

5. Charter School Reporting

Mr. Toney introduced Principal Hernandez who presented the campus updates.

○ Campus Updates

Principal Hernandez provided the following:

- The Cypress Trails campus is expanding .
- The Spring Woods campus is adding special education resources.
- The Charter School distributes a monthly newsletter and Special Programs newsletters will soon be distributed as well. The Special Programs news will include items such as Meet the Team. A Special Programs parents' meeting was held recently.
- Opportunities for parents to serve on committees for Special Programs will be made available. The Charter School seeks to better serve those students with unique needs.
- Spring Woods is being built out to better serve special needs students. Dr. Blackwell will be helpful in growing this project which will be called the Bearkat Den. Principal Hernandez read the description of the Bearkat Den to the meeting.
- Shea Downey is a paraprofessional specializing in Special Education and will be helpful in serving in Special Programs.
- Provisions for placement were presented. The Charter School is considering a variety of options for possibly providing transportation, but this is yet to be finalized.
- There was discussion regarding a workshop or advisory board (comprised of less than a quorum of Board members).
- The Charter School is increasing its human capital within its Special Programs. A Special Education manual for parents and staff is in progress. The Special Education operating procedures will be updated and made available to parents, but may not be complete until July.

- 2022-2023 Year End Attendance Update

Mr. Toney provided the following:

- A 95% attendance rate is always the goal. However, the budget is built on a 93% attendance rate. The attendance rate for the period April 17 through May 26, 2023 was 93.72. This was in large part due to closing of the Greengate campus which resulted in lower than usual attendance.

- 2023-2024 Projected Enrollment Update

Mr. Toney provided the following:

- There are a large number of enrollment packets still outstanding for the 2023-24 school year as shown in the materials regarding waitlists. Consideration is being given to adding a second track due to growth at Cypress Trails (*i.e.*, new K-1 track at Cypress Trails).

- Financial Reporting

Mr. Toney turned the meeting over to Richard Ray, the Business Manager for the Charter School.

- Mr. Ray presented the Financial Report as of May 31, 2023. Mr. Ray will update the graphs going forward so they are more easily understood.

- Update on Spring Woods Lease

- The Spring Woods Lease has been executed by all parties. The new rooms are being added to accommodate the movement of students and staff from the Greengate campus to the Spring Woods campus.

- Review Changes to 2023-2024 Student/Parent Handbook

Mr. Toney turned the meeting over to Principal Hernandez.

- Principal Hernandez discussed the changes to the Student/Parent Handbook. She explained that these are procedures and not policies. There are few changes this year's Student/Parent Handbook (*i.e.*, updated number of campuses and made changes to reflect Mr. Toney's arrival). Additional review of the Table of Contents will ensure it is correct. All references to the applicable school year will be updated. There was discussion of adding updates regarding school attendance to clarify the procedures. There was some discussion of adding the Student/Parent Handbook to the enrollment packet or providing it with a packet that goes home after school starts.

- Review Changes to 2023-2024 Teacher Handbook

- Mr. Toney went over the Teacher Handbook changes. Again, these are procedures and rather than policies, and do not require a vote of the Board. Staff changes are highlighted in the Teacher Handbook. Many of the staff changes are due to reassignment of Greengate campus staff. Emphasis was placed on staffing issues regarding leave requests for leave immediately preceding or following holidays. These types of leave are for special circumstances. Quarantine restrictions have changed. Parent conferences language has been updated to require a minimum of one parent meeting per semester. In line with the University's policies, all staff are designated as essential workers. Updates were made to the reference guide. Teachers are to sign and acknowledge receipt of the Teacher Handbook. The University handbook takes precedence. There was some discussion regarding Covid policies and it was noted that there is no longer a Covid interventionalist. References to that position have been removed.

6. Discussion and Possible Board Action

- Nominate and Approve Board Member for Position #2

One potential board member was presented by Dr. Vargo for consideration:

Dr. Mae Lane was presented for consideration. Dr. Lane has many years' experience in the public school setting both in teaching and administration. She is currently an Associate Professor with experience working with pre-service teachers. Dr. Lane would fill Position 2 as Dr. Brooks is moving out of state.

Motion by Dr. Barburhan Uzum, seconded by Susie Kamman, and was unanimously approved.

- Approve Updated 2023-2024 Student Code of Conduct

Mr. Toney introduced Principal Hernandez who presented the changes to the Code of Conduct for Board consideration. The Office of General Counsel advised that Texas Education Code § 37.005 prohibiting out-of-school suspensions for students in grade levels below grade three does not apply to charter schools. This language and references to Detention have been removed from the Student Code of Conduct.

Motion by Barburhan Uzum, seconded by Susie Kamman, and was unanimously approved.

- Discuss and Approve Budget Amendment #3 to the Fiscal Year 2023 Budget

Mr. Toney introduced Mr. Ray who explained that Amendment #3 to the 2023 Budget was a transfer of \$2,000 to the Security and Monitoring Services fund from the Instructional Leadership fund.

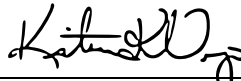
Motion by Dr. Benita Brooks, seconded by Susie Kamman. and was unanimously approved.

7. Public Comments

- No public comments were presented.

8. Adjourn

- There being no further business, Kristina Vargo announced the meeting adjourned at 10:54 a.m.



Dr. Kristina Vargo, Chair