



SCHOOL of EXCELLENCE
in EDUCATION

Board of Directors Regular Board Meeting

Tuesday, July 18, 2017 at 6:00pm

1826 Basse Road, San Antonio, Texas 78213 (Location 2nd Floor)

MINUTES

1. Opening Prayer : Mrs. Washington

2. Meeting Called to Order: By Mr. Britton at 6:23pm

- i. Pledge of Allegiance & School Creed: **Said in Unison by all**
- ii. Roll Call, Establishment of Quorum: **Mr. Britton called the role.**
Mr. Britton: Present
Dr. Gooding: Present
Mrs. Washington: Present

3. Acknowledgement of Visitors to Speak: None

4. Campus Highlights

- i. Elementary
 - i. Walker – Ms. Darden-Martens – Absent
 - ii. Kelley – Absent
- ii. Secondary - Ms. V. Walker spoke for everyone. Summer retest STAAR scores are in. Principals are in the process of conducting grade placement meetings for 5th grade to determine promotion or retainment in 5th or 8th grade. High school volunteered to take the advance level STAAR (ALG III (>50% passed this assessment) and English III. These upper level exams were not required, but measures college readiness so we take them. Approximately 115 students in summer school which included 50 high school students, 20 junior high and the remainder were 5th graders.

5. Financial Report – Karl Knox

- i. Monthly Financial Report
Revenues: \$669,506 Total
Expenses: \$525,227 - \$36,710 (depreciation) = \$107,570 to fund balance
- ii. Cash Flow Report

\$547,643 (Ending BAL.)
1.97M Total
- iii. Investment Report
- iv. Budget/Grant Amendments
None this month – will do drawdown soon

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v. Preliminary 2017-2018 Budget

Mr. Knox provided hard copies of the preliminary budget.

Preliminary budget is based upon the projected enrollment of 650 students. We declined by 188 students. All numbers were placed in the TEA template released in July. 6.9M in state aid available based upon 650 students. In comparison to last year, state was 7.6M vs. 6.9M, projected for 17 – 18. Of course, if we have more or less students, this could change. Local revenue, includes gym rental, erate, and afterschool care, which gives us total revenue projected of 7.3M. As we look at the detail by object code, we are not being extravagant. Only spending the money that we need to operate the school. We will reduce the number of teachers to reflect the number of students, and will reduce all other cost that we can. Paying the bills will come out of state funds received, savings, account, or borrow.

6. Governance – Sheilda Madkins

i. District Enrollment/Intent to Return Numbers – Ms. Madkins

Students indicating that they will return to SEE – 603 projected. We think we will get more students. Some students did not return the intent to return, but they will return. The answering service as well as Mr. Martinez was here during the district closure to ensure parents could get a hold of someone if they had questions. The budget needs to be finalized and approved by the board by August 31. We can amend the budget if more students show up. A preliminary budget will be presented tonight. May need to conduct a workshop to discuss the budget more.

ii. Discuss the 2017-2018 Employee Compensation Schedules – Ms. Short

Ms. Short presented the 2017 -2018 Exempt and Non-Exempt compensation plan as well as the District Stipend and Extra Duty Plan. Extra duty pay will be - \$37.50/hour with product, tutoring and after school – with product – lesson plan. The Exempt/nonexempt schedule has been frozen for the last three years and will there will be no changes to that this year. The positions not used in 2017 were removed from both schedules (ELAR specialist, department chairs, new teacher mentors – will use ESC 20 for mentors and teacher development because we have a large number of new. District Stipends will be available depending upon funds and grant requirements. The ESSA rules are not final. We will issue funds according to the rules and availability. This includes athletic stipends between \$1,000 and \$3,500).

iii. Discuss 2017-2018 Critical Instructional Positions Incentive Criteria/Schedule - Ms. Madkins and Ms. Johnson

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This has already been approved by the board, but we did not have specific criteria at the time. We are losing more and more teachers each year. We want to have a retention plan where our go teacher's salaries are closer to the ISD teacher salaries. We can't completely bridge this, but we want to do something to help close the gap. Criteria is as in hard copy schedule presented.

- iv. Discuss 2017-2018 Principal Assignments - Ms. Madkins reported:

**Mrs. Zanin will not return to SEE for 17 - 18 school year
Mrs. Martens would be reassigned as principal of Kelley Elementary
Mrs. Askew would be assigned as the principal of Walker Elementary**

- v. Discuss 2016-2017 STAAR and EOC Assessment Results - Ms. Madkins

Elementary/Junior High: Mrs. Madkins presented slides showing the reading and math scores for each grade level from 3rd to 8th at Kelley, Walker, and Saenz. Reading data reflects that students in 4th grade (Kelley 33% approached and Walker 52% approached) and 6th grade (44% approached). Data indicates at Kelley we need additional help with reading skills. Math data scores were better than the reading scores. Low passing rates in math occurred at 4th grade Kelley (36% approached), 7th grade Saenz (53% approached). The high school did very well on the 17 EOC assessments. Over 80% passing rate in Alg. 1, US, Biology after the third administration.

- vi. Discuss Texas Department of Agriculture Audit – Ms. Madkins and Mr. Reyes reported:
Texas Department of Agriculture will conduct an administrative review and a procurement audit of the Child Nutrition Program sometimes in the 17/18 school year. Just wanted the board to be aware that the audit will happen. This is the first time that we will have a procurement audit. We do not have any dates at this time. Mr. Britton asked if we could receive assistance from ESC20. Mr. Reyes said that he would call ESC20 for assistance in preparation for the audit. The board will be updated once dates for the audit are received from TDA.

- vii. Discuss the Previous Board Approval of Repairing the Interior of and Replacing HVAC Unit for the SPED Building – Ms. Butler, Mr. Knox, Ms. Madkins

Ms. Butler reported that the previously approved AC unit for SPED bldg., is on order and should be here early next month.

- viii. Discuss Facilities throughout the District (Kelley: Portables and Café; Basse: Cafeteria AC; SPED Building Repairs and AC) – Ms. Butler

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The lawyer informed us that if we have people in-house that can do some of the handicap ramp work at Kelley, we could do this. We awarded the door work on second floor. According to Kerry Andrews, Architect, we do not have to cut out more doors in the bricked exterior wall. We will, however, change the swing on several classroom doors to have the best flow of traffic. By law, we only have to have one handicap restroom in the upstairs cafeteria. We will install one handicap restroom and ramp for less than \$29,000 that you approved. We did receive some bids, but they were well over available funds and we rejected them.

We ordered new box vinyl windows for Kelley that are similar to what is there. Big problem, the AC for Kelley is being made in Tennessee. Not available until September. The existing AC will supply air, but does not have heat. AC's are on back order and have to be built. The painter is doing an excellent job at Kelley. Painted railing at Basse, updated restrooms in gym to be handicapped. The insurance and roofers indicate that Burch has ping pongs on the roof that are not leaking. Consider using liner and silicone to fix this roof. We also need to fix the flat roof on this side of the cafeteria, the kitchen area, and the gym entry door. We would like to split the roof money to fix all three of these roofs. The insurance company would hold back the depreciation money if we do this. We are trying to stretch the dollars. We would still need to use repair funds for 2/3rds of the repair. Mr. Britton stated to do this, we would need the whole plan laid out.

- ix. Discuss Cancelling Portable Building at Kelley and Resulting Fees – Mr. Knox and Ms. Madkins

The ending enrollment at Kelley Elementary plus the predicted enrollment for the 17 18 school year at Kelley Elementary indicates that we no longer need to purchase the portable building. Also, there was a delay in permitting the building. After working on the budget to project the revenues budgeting 650 students, we are facing a budget shortfall and seeking permission from the board to end the purchase/installation process now. We sent a letter to Alamo One. This is the result. The cost to the district to suspend the purchase will be \$27, 453.00 (Engineering, technical services, and supervision \$9,000 + \$16,500 for down payment on the building). The sub for Alamo One, Landtec, has the building.

- x. Discuss Revised Mission, Goals, and Core Values as Proposed by the District Leadership Team – Ms. Madkins and Ms. Johnson

Vision:

All students graduate college and career ready, prepared to compete in a global society

Mission:

To provide a learning culture where all students thrive and excel through innovative

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and adaptive 21st century skills, using researched based data driven methods.

Goals:

1. At the end of the 2017 - 2018 School Year, SEE will retain 65% of its staff.
2. During the 2017 - 2018 School Year, 45 percent of SEE students will reach the “meets” standard on the Reading STAAR and the EOC English I and II assessments.
3. During the 2017 - 2018 School Year, 30% of SEE students will reach the “meets” standard on the grades 3-8 math STAAR and EOC Algebra 1 assessment.
4. By the end of the 2017 - 2018 School Year, SEE will have 100% of staff trained on the District Safety Plan.

Core Values:

**Integrity, Service, Excellence, Engagement, Responsibility, Commitment,
Community, Growth**

7. Closed Session

- i. Discuss Employee Concerns Pursuant to Section 551.074 of the Texas Government Code.
No Action Taken

8. Reconvene Open Session

No Actions Taken

9. Consideration of Action Items

- i. Consideration to Approve 2017-2018 Employee Compensation Schedules for Exempt and Non-Exempt Employees **Motioned and Approved**
- ii. Consideration to Approve 2017-2018 Critical Instructional Positions Incentive Criteria/Schedule **Motioned and Approved**
- iii. Consideration to Approve 2017-2018 Principal Assignments **Motioned and Approved**
- iv. Consideration to Take Possible Actions regarding Employee Concerns: **No Actions Taken**
- v. Consideration to Approve Cancelling Portable Building at Kelley and Resulting Fees: **Motioned and Approved : Not to exceed \$27,453.00**
- vi. Consideration to Approve Budget Amendment **Tabled**
- vii. Consideration to Approve Revised Mission, Goals, and Core Values as Proposed by the District Leadership Team: **Motioned and Approved**

10. Consideration/Approval of Consent Items

11. Adjournment and Closing Prayer: Dr. Gooding at 8:41

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