

Étoile Academy Board Meeting

March 26, 2019

Start: 6:15 p.m. CST End: 7:54 p.m. CST

Present:

Shiroy Aspandiar, Ja'Milla Lomas, Richard Baker, Nicole Morrisey (video dial in), Michelle He, Emmanuel Enriquez (video dial-in), Alim Adatia (video dial-in), Kayleigh Colombero (ex-officio)

Quorum met: yes

Guests: Paul Morrisey

Public comments: None stated

Previous Meeting Minutes

Meeting minutes were read. Minutes will be approved at the next Board meeting

Moved: ; Seconded:

Vote: 0-0-0.

SCHOOL DIRECTOR REPORT:

- Service to the students
 1. Are we serving the students?
 - Yes
 2. Are they sticking with us?
 - Currently at 67 students
 - Completed Parent Survey (84%)
 - 85% of students will definitely return
 - 15% responded unsure due to distance from school/transportation challenges
 - 100% would recommend Etoile to friend or family
 - Areas of concern were a desire for more security on campus, more offerings for lunch and outdoor activities, and more sports/clubs
 3. Are they progressing academically?
 - 77% of students have mastery on using context clues
 - 20% did originally
 - Most recent benchmark (STAAR)
 - 60% passing ELA
 - 56% passing math
 - 23% passing Science
 - *Last Month Action Steps:*
 - Switched Math and Electives teacher
 - added 120 minutes per week for Reading Instruction
 - Daily Literacy Intervention (focus solely on reading intervention)
 - Intervention leader (BES Fellow - Amber Daniel)
 - Reducing writing in ELA curriculum for next 2 months to focus on reading comprehension
 - Guided Reading groups

- Focus on “bubble” students

4. *New Action Steps:*

- Completed Item Analysis on last benchmark to see which standards students are most struggling with
- Executed a PD on reteaching (modeling vs. guided discourse) and spiraling standards
- Increased expectations and use of bullseye with PD on using bullseye to grade exit tickets/assessments
- Executed PD on intervention (best practices and tracking)
- Added an educational aid and a paraprofessional (one day a week each)
- Increased coaching on STAAR prep to ensure highest returns
- Referred 8 students from Rtl for testing
- Looked into another provider for SPED and ESL support services

5. Are we building a sustainable people model?

- Survey of parents on start/end time of day
- 58% responded
- Majority picked 8am start and 4pm end
- This is also the preference of staff
- Still extended day, but more sustainable.
- Doors open at 7:30am and AS ends at 5:30pm
- Brought on Teaching Fellow (M,W,F)
- Got funding through ESSA to pay teachers for tutorials and Saturdays
- Brought on Student Recruiter (M-S as needed)
- Brought on someone to lead intervention (ESSA funds)
- Brought on paraprofessional and educational aide

6. Are we building a sustainable financial model?

- Applied to Sterling-Turner for 15K Operating
- ESSA and IDEA Funding (extra 49K)
- Still waiting to hear on NIFA
- Next year challenges? Need to raise salaries, need to hire more experienced teachers
- Need Director of Curriculum Instruction and/or Social Worker (not in previous plans)
- Application opened Nov. 1st
- Called all families (KC) to gauge interest Sat. March 2nd
- Offered seats message to all families on March 8th
- Currently have 151 applications for next year
- 81 for 5th grade
- 70 for 6th grade
- Will over enroll 6th grade if needed (to make up for smaller 5th grade)

BOARD ACCOUNTABILITY REPORT (Paul Morrissey)

- Paul Morrissey explained the accountability measuring system to the Board. Points discussed include:
 - How will the state of Texas evaluate Etoile's performance this year?
 - How will our score be calculated?
 - How will we know if our students are succeeding according to the state?
 - Relative Progress vs Student Achievement and Academic Growth scores.
 - Academic Growth includes all assessments with a STAAR progress measure. Districts and campuses earn credit for results that maintain proficiency or meet expectations on STAAR.
 - Relative Performance evaluates the achievements of all students relative to districts or campuses with similar socioeconomic statuses.
 - Closing the gaps between small student sub-groups and progress.
 - Ensuring Educational Equity – closing the gaps
 - We are concentrated on:
 - Academic Achievement in Reading and Mathematics (at *Meets Grade Level or Above*)
 - Growth in Reading and Mathematics
 - 4-Year Federal Grad Rate
 - College, Career and Military Readiness
 - Student Achievement Domain Score (STAAR Component Only)
 - English Language Proficiency Status

Please refer to power point for details of the presentation

COMMITTEE REPORTS:

A. Finance:

- Days Cash on Hand: 40
- Cadence Bank: balance - \$122,849.78
- Start-up grant drawdown: up to date
- Working with Whitley Penn on 990 filing - due Jan 15, 2019, filed extension, Charlette has been in communication w/ them.
- Kayleigh, Charlotte & Michelle He worked on next year's budget; need a second bus

Financial position: As of February 2019, we have spent 43.6% of the Start-up grant, and \$373,243 of Start-up grant based on Region 20 report. (in line with budget)
February Cash on hand as presented by Region 20 bank report \$114,609 (40 days COH).

Next Steps:

- a. No need to post revised budget on the web; Kayleigh's salary on the web is current.
- b. Look for an auditor, potential candidates:
 - ~~RSM (but Joel Perez in SA or Marc Sewell 713-625-3500),~~
 - Whitley Penn;
 - Blazek & Vetterling (recommended by RSM),

- Belt Harris Pechacek, LLLP (recommended by Southwest Schools charter schools)
- Stephanie Harris, CPA, CGMA
Partner | Belt Harris Pechacek, LLLP
3210 Bingle Rd., Ste. 300 | Houston, TX 77055
sharris@txauditors.com | www.texasauditors.com | P:
713.263.1123 | F: 713.263.1550
- Armstrong, Vaughan & Associates, P.C. (*recommended by Paul Morrissey*)
Phil Vaughan, CPA <phil@avacpa.com>
941 W Byrd Suite 101 | Universal City, TX 78148
Office: 210-658-6229 | Direct: 210-592-9755
- Paul Anderson, CPA (recommended by Charlotte Harris)
Paul Anderson, CPA
Paul.anderson@cpa.com
830-315-2244 | 819 Water Street, Suite 152 | Kerrville, TX 78028
- *Finance committee has verified them on TEA website. Will get their bids and present top three to the board for review.*

c. Continue looking for a CPA to join the board

Discussion Required by the Board: Reading Board Reports (no detail and detail).

Recommendations: None.

B. Governance:

- **Board Member Recruitment** –Shiroy provided an update on the recruitment of Rebekah Guille. Ms. Guille was able to attend the February board meeting. However, Ms. Guille declined to join Etoile at this time because of her work commitments. GC discussed the need to recruit more board members, especially prospects that have a competency in public accounting.
- **Board Training** – Tabinda has received some training completion certificates from board members. Tabinda suggested that we remind all board members at the next board meeting that she is collecting them and storing them in a google docs folder.
- **Board Evaluation** – The survey portion of the board evaluation has concluded, and the results were presented to the board at the February board meeting. The committee chairs were tasked to consider the results with their committees and will present a summary of these discussions at the next board meeting (March 26).
- **Executive Director Evaluation** – GC discussed ED’s end of year evaluation and determined that it should be done at the end of the year after the board is notified of test scores (sometime in June or July).
- **Board Retreat** – GC discussed the retreat and whether this needs to be more social in nature (a team builder) versus a working meeting that is more strategic in nature. Shiroy

recommended looking at the board evaluation survey to assess the feeling of the board and to determine what may work as agenda. During the next board meeting (March 26), GC will encourage the board to decide on a date for the retreat.

Next Steps:

- a. Determine ways to strengthen the governance committee
- b. Discuss Board diversity (need a CPA)
- c. Planning for our board retreat

Discussion:

- a. None

Recommendations:

- a. Participate in training
- b. Participate in discussed regarding Board
- c. Provide feedback on PBM's and our needs

C. **Academic Achievement:**

- Enrollment
 - We currently have 67 students who are enrolled at Etoile Academy.
- STAAR Simulation Data, February assessment
 - 45% passing ELA
 - 56% passing math
 - 23% passing science
- Student Recruitment
 - 151 applications for 2019-2020
 - Recent survey shows that 85% of families will return next year; 15% unsure due to transportation
 - Canvassing event on 4/6 - please come!
- Teacher Recruitment
 - Added an instructional aide and a paraprofessional
 - Looking at different SpEd/ESL provider for next year
 - Still waiting on flyer from NM to distribute to universities
- *AAC Action Plan*
 - Student Recruitment: including family follow-up calls, flyer distribution, canvassing plan, social media content development, and multi-service center connections
 - Teacher Recruitment: including connecting with college departments for EACS outreach (UTSA, UIW, Texas A&M, HCC, TSU, UH)
 - Any March support from AAC re: parent notification?
 - Any support for STAAR testing from AAC/board?

Next Steps:

- a. Send EACS students lots of shine for the upcoming STAAR test!
- b. Support EACS in enrollment efforts – execute action plan
- c. Support EACS in staff recruitment efforts - execute action plan
- d. Sign-up for board canvassing: April 6, 10 AM – 1 PM

Discussion:

- a. none

Recommendations:

- a. Please sign-up for Board canvassing on 4/6!
- b. Consider any support KC needs for STAAR testing – huge lift for staff (and students)!

D. **Facilities:**

- None

Next Steps: None

Discussion: None

Recommendations: None

E. **Resource Development:**

- None

Next Steps:

- a. None

Discussion:

- None

- ***Recommendations:***

- a. None

OLD BUSINESS

- Brief Policy Review (tabled to next Board meeting)
- Update on Board Mid-Year Evaluation Drafting Action Steps (tabled to next Board meeting)
- Board Retreat Date/ Details
 - March 30 and April 27 got the most votes
 - **April 27 will be the date**

NEW BUSINESS

A. Vote on Network Connections Contract

- *Advance Networks of Texas (\$12,000)*

Motion to approve: Richard B. Seconded: Michelle H.

Vote: 7-0-0

Motion for the Network Connections passes

B. Vote on 2019 – 2020 School Calendar

Motion to approve: Richard B. Seconded: Michelle H.

Vote 7-0-0

Motion for the School Calendar passes

Motion to Adjourn: Michelle H.

Seconded to Adjourn: Richard B.

Adjourn

Adjourned at 7:54 p.m. CST.