



**EOAC BOARD OF DIRECTORS MEETING
MONDAY, JUNE 28, 2021
REMOTE & IN-PERSON
5:30 P.M.**

MEMBERS PRESENT

Ben Perry – *In Person*
Terronga Weaver – *In person*
Elizabeth Nelson – *In person*
Dytrun Thurkill – *In person*
Renee Turner - *Virtual*
Dr. Cassy Burluson - *Virtual*
Billie Meyers - *Virtual*
Charles Eaton - *Virtual*
Betsey Gilchrist – *In Person*
Carolyn Cotton - *Virtual*

STAFF MEMBERS PRESENT

Dorothy Marstaller – *In Person*
Heather Shelton-Faulk – *In Person*
Nancy Cross – *In Person*
Susan Wilson – *In Person*
Brenda Sanchez – *In Person*
Robert Kunze – *In Person*
Kanisha Johnson – *In Person*

MEMBERS ABSENT

Susan Copeland
Gary Luft
Judith Benton
Steve Hernandez
Dr. Howard Childs

The meeting was called to order by President Ben Perry at 5:31p.m.

ESTABLISH QUORUM

A quorum was established.

ORDER OF AGENDA

The agenda was re-ordered to move item 6, Approve Architect's Plan for Woodrow Logan, to item number two, as Mr. Marrs was visiting the meeting to provide an update for the governing board.

MISSION STATEMENT

The Mission Statement was read by Ben Perry.

PUBLIC COMMENTS

No public comment

CONSENT AGENDA

The Consent Agenda is presented with the following items:

- May 24, 2021 Executive Committee Minutes
- May 24, 2021 Governing Board Minutes

- May 2021 Weatherization Report
- HS Operational Plan: Child Record Retention/Destruction
- HS Operational Plan: Tuition Assistance
- HS Operational Plan: Staff Qualifications

Ben Perry asked if anyone would like to pull anything for further consideration or questions. No items were pulled. All in favor, motion carries unanimously.

Approve Architect's Plan for Woodrow Logan

Dorothy Marstaller reported that the Woodrow Logan building, located to 3801 Latimer Street, Waco, TX 76705 has concerns. The building has structural concerns and handicap accessibility concerns. The site consists of two buildings; one wooden and one metal. Mr. Marrs (architect) plans to tear down the wooden building, as it is heavily damaged, and make addition to metal building to create space for more classrooms, and to create a spot for a kitchen.

Pulled with no action due to gather data.

EOAC FINANCIAL DATA MONTHLY REPORT – May 2021

(ORGANIZATIONAL STANDARD 8.7)

Cassandra Bianchi presented the Finance Report for May 2021 to the Executive Committee. Ms. Bianchi reported on the agency's financial obligations, and reported that the agency is in good financial standing. The agency is now in the timeframe where we are moving through different program beginning and ending dates, concurrent programs might be shown on the report, due to end of year close-outs. Several programs that are still on the reports, as we are still spending down out 2020 funding. Ms. Bianchi projects \$277,00 for HS rollover, however, finance has until the end of June to close books for the 2020 year, and they are moving carefully to make sure we have regular funds and COVID funds properly accounted for. No other concerns at this time. Ms. Bianchi explained how the reports look.

All in favor, motion carries unanimously.

COMMUNITY SERVICE PROGRAM MONTHLY REPORT – May 2021

(ORGANIZATIONAL STANDARD 2.3 AND 5.9)

Kanisha Johnson presented the Community Service report for May 2021. Ms. Johnson reported that things are running smoothly in the Community Services department, and there are no issues. Applications, both in-person and online are processing smoothly. The department is still processing apps for utility assistance for all 9 counties. Ms. Johnson explained that EOAC is still running CSBG programs for our TOPS clients, along with the Emergency shelter and food program from the United Way. We received 3 grants for a total of \$67,000. EOAC used funds for rent and water assistance in McLennan county and assisted about 125 households with EFNS program. Liwap program – Low income Water assistance program is coming soon, and will run just like our CEAP program. The states of Texas estimates we will receive about \$91 million for water bills for the whole state. EOAC is currently unsure how much we will be receiving for this program. TDHCA stated \$4.2 million is allocated to EOAC, don't know for sure, as the contract has not been finalized and TDHCA hasn't provided any details at this time. This is a temporary program. EOAC must allocate all funds by Sept 2023. Ms. Marstaller explained that for most clients, we will be able to add additional line for water, so we won't have to add any staff, due to current clients returning for assistance. .

Ms. Johnson reminded that board that we do not a lot of information, however, what we understand, we can only use funds for arrears, cannot be used for future bills, plumbing or repairs. Can assist with fees for disconnection or reconnection.

Ms. Johnson stated that EOAC continues to do outreach. Last Saturday, the Community Services department went to a recruitment event that HS had, and had a manned booth. EOAC has a scheduled presentation with the family abuse center on July 22, 2021. The Community Services Office reopened, with enhanced COVID protocols in place. The Community Services staff will travel again starting 7/1/21, as the sites that we partner with to reach clients have reopened. Mr. Perry asked if the board had any questions for Kanisha. No further questions were asked.

Dytrun Thurkill made the motion to approve the Community Service Program Report for May 2021, seconded by Elizabeth Nelson, all in favor, motion carries unanimously.

HEAD START/EARLY HEAD START END-OF-YEAR ASSESSMENT REPORT

Ms. Wilson presented the final report for Head Start/Early Head Start for the 2020 – 2021 school year. Measures indicate that most of our children are prepared for kindergarten. Students improved from first measure that was taken at the Beginning of Year. Early Head Start students also met or exceeded benchmarks set by age. Showing improvement. Education manager will present full report at full-board meeting. Children have improved, which is encouraging.

Elizabeth Nelson made the motion to approve the HEAD START/EARLY HEAD START END-OF-YEAR ASSESSMENT REPORT, seconded Dytrun Thurkill, all in favor, motion carries unanimously.

OHS PROGRAM INSTRUCTION: HEAD START CENTER BASED SERVICE DURATION REQUIREMENT

Ms. Wilson presented the OHS Program Instruction, Head Start Center Based Service Duration requirement. This requirement is an operational plan that tells the governing board how we verify eligibility for the Head Start program. The ERSEA Manager will do a mini training in the governing board meeting in how HS determines eligibility for children. Head Start Staff have to conduct in-person interview with family or over-the-phone, and have to verify age of the child and eligibility for income. If the family isn't working, the family must provide proof of that as well. If applicable, the family must provide proof of homelessness with note from shelter, and must provide public assistance notices as well. The Head Start CFA creates a file for the family. The ERSEA manager approves that enrolled students meet requirements as set forth.

Elizabeth Nelson makes the motion approve the OHS PROGRAM INSTRUCTION: HEAD START CENTER BASED SERVICE DURATION REQUIREMENT, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

Approve Architect's Plan for Woodrow Logan

Ms. Marstaller presented that as discussed with Mr. Marrs, before any demolition can be done at Woodrow Logan, EOAC must test the L-shaped wooden building for asbestos and must be abated. ECI submitted quote for board approval.

Elizabeth Nelson makes the motion approve the Approve Architect's Plan for Woodrow Logan seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

Approve Architect's Plan for Woodrow Logan

Ms. Marstaller presented that as discussed with Mr. Marrs, before any demolition can be done at Woodrow Logan, EOAC must test the L-shaped wooden building for asbestos and must be abated. ECI submitted quote for board approval.

All in favor, motion carries unanimously.

Community Services Staffing Update - New Funding Sources

Tabled without further discussion.

Program Instruction: Office of Head Start (OHS) Expectations for Head Start Programs in Program Year (PY) 2021 - 2022

Ms. Susan presented the OHS Expectations for HS Programs in PY 2022. Expectations for the 2021 - 2022 program year will return to pre-covid levels. Now-December is a ramp-up time for all programs, and all programs are expected to be at full enrollment by January 2022.

No Further Discussion. Report Only.

HEAD START DIRECTOR REPORT

Susan Wilson reported that the EOAC Head Start/Early Head Start Program continue to operate full-time. Ms. Wilson reported that the program was open in the month of May, and still had some virtual instruction, however, virtual instruction was minimal. Ms. Wilson reported that HS/EHS had no reported cases of COVID-19 in the month of May. Enrollment is lower, due to the start of summer time. 367 children are enrolled in Head Start center-based programs and 119 in Virtual learning. Early Head Start has 89 students in person, 12 in virtual learning. Recruitment status is underway for the 2021 – 2022 school year. Head Start/Early Head Start had a recruitment fair on Saturday. Ms. Wilson has instructed each CFA to process 80 new applications. CFAs are having trouble recruiting 3 and 4 year old children, due to HB-3. The new Mitchell site will be opened and licensed next week.

No Further Discussion. Report Only.

EXECUTIVE DIRECTOR UPDATE

Nothing to report. Report Only

BOARD MEMBER TRAINING HOURS AND REQUIREMENTS

Dorothy Marstaller discussed the current board member training hours and requirements. Ms. Marstaller stated that current Board members are required to have 6 hours of training each year and new Board members are required to have 12 hours of training. Report only.

EXECUTIVE SESSION

The Executive Session is a standard agenda item and will appear on all governing board agendas. The Executive Committee did not enter Executive Session on 06/28/2021.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:05PM.

Susan Copeland
Susan Copeland

Board Chair

8-31-2021

Date



**EOAC EXECUTIVE COMMITTEE MEETING
MONDAY, JUNE 28, 2021
REMOTE & IN-PERSON
3:00 P.M.**

MEMBERS PRESENT

Ben Perry – *In Person*
Terronga Weaver – *In person*
Elizabeth Nelson – *In person*
Dytrun Thurkill – *In person*

MEMBERS ABSENT

Susan Copeland
Gary Luft
Judith Benton

STAFF MEMBERS PRESENT

Dorothy Marstaller – *In Person*
Heather Shelton-Faulk – *In Person*
Nancy Cross – *In Person*
Susan Wilson – *In Person*
Brenda Sanchez – *In Person*
Robert Kunze – *In Person*
Kanisha Johnson – *In Person*

The meeting was called to order by President Ben Perry at 3:18 p.m.

ESTABLISH QUORUM

A quorum was established.

ORDER OF AGENDA

The agenda was re-ordered to move item 6, Approve Architect's Plan for Woodrow Logan, to item number two, as Mr. Marrs was visiting the meeting to provide an update for the governing board.

MISSION STATEMENT

The Mission Statement will be read at the 5:30 p.m. meeting.

PUBLIC COMMENTS

No public comment

CONSENT AGENDA

The Consent Agenda is presented with the following items:

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- May 24, 2021 Governing Board Minutes
- May 2021 Weatherization Report
- HS Operational Plan: Child Record Retention/Destruction
- HS Operational Plan: Tuition Assistance
- HS Operational Plan: Staff Qualifications

Ben Perry asked if anyone would like to pull anything for further consideration or questions. No items were pulled. Elizabeth Nelson made the motion to approve and accept the above Consent Agenda items, seconded by Terronga Weaver, all in favor, motion carries unanimously.

Approve Architect's Plan for Woodrow Logan

Dorothy Marstaller introduced Mike Marrs, Architect. Mr. Marrs reported that the Woodrow Logan building, located to 3801 Latimer Street, Waco, TX 76705 has concerns. Mr. Marrs has structural concerns and handicap accessibility concerns. The site consists of two buildings; one wooden and one metal. Mr. Marrs plans to tear down the wooden building, as it is heavily damaged, and make addition to metal building to create space for more classrooms, and to create a spot for a kitchen. Mr. Marrs stated he investigated building, and found that the metal building is 5000 – 5100 square feet currently. Mr. Marrs is going to order a survey to see how the property lines are structured. 7100 square feet is the goal for the new building to keep same number of classrooms and add kitchen space. Mr. Marrs displayed the plans for the new building. Mr. Marrs cautioned that we must receive property survey to find property lines, but he believes this will make a nice addition to the building. Mr. Marrs outlined his plan to turn the second floor into three offices, and a mechanical space, change the current office area to storage and conference area, and to reconfigure restrooms.

Ms. Nelson asked Mr. Marrs if the dark area on the plans was the addition space, and Mr. Marrs responded that the dark area was the planned addition. However, areas could be affected by construction, and there are areas that need modification. In the existing building, there is about 1800 square feet that need renovation. Renovation cost is cheaper than new cost construction. Add walls and change flooring and ceilings.

Ms. Nelson inquired about the 2nd floor, and asked about the office space. Mr. Marrs explained the space is existing space in the building. There is one large room that is accessed by a set of stairs. However, the space is not being used at this time due to the size of the space. Ms. Nelson asked if in the future can flooring be put in and the space utilized? Mr. Marrs stated he was not sure if it would pay for itself, due to size, due to lack of head height. The ceiling is low on side, since it was an old church. Ms. Nelson asked how do we get to these offices? Mr. Marrs explained that there is a set of stairs. Ms. Nelson asked if the stairs meet handicap requirements.

Mr. Marrs explained that buildings are allowed certain square footage of space before you need an elevator. Ms. Nelson shared her concern that a staff member in a wheelchair couldn't get up the stairs. Mr. Marrs explained that he is building administrative space into the first floor as well.

Ms. Marstaller explained for those who haven't met with Mr. Marrs, Ms. Marstaller called Mr. Marrs to look at electrical and plumbing and found sagging beam in the spring time. The wall looks like it's leaning about 2 inches. Life safety issues. This building is over 50 years old. More expensive to remove asbestos, and upgrade, then to tear down the wooden building, and fix-up the metal building, as the metal building is in excellent shape for it's age. Mr. Marrs explained that the wooden building had a lot of structural problems, and repairing that building can be like opening a can of worms, once you dig in, not sure we'll stop. There are life safety issues, ADA issues, structural issues, small hallways, need 6 ft not 4ft hallways. Costs will get out of hand quickly. It's more cost effective to tear down the "L" shaped wood structure.

Ms. Nelson enquired about parking spaces. Mr. Marrs explained that they would move to the side of the building. 22 spaces in the old building. 30 spaces at the new building would be created.

Ms. Marstaller explained that EOAC Head Start has rollover funds of \$300,000 from last year, along with American Rescue funds, 1.69 million to use towards the repair and remodel. Ms. Marstaller and Ms. Wilson will talk to OHS on the 7th of July to confirm funding. Woodrow Logan Head Start will lose

three classrooms temporarily, while construction goes on. Current plans are to accommodate those children and families at TED on Speight. If licensing approves, we can move the fence around, and the entrance to Woodrow Logan will be on the playground side, and we can use the six classrooms while the work is going on. Mr. Marrs explained there could be parking issues during construction; most of the areas would be closed off for construction. Entrance on south side, playground and parking.

Mr. Perry asked if there was anyone currently in the building, and Ms. Marstaller confirmed that no one was currently occupying the building. Ben asked when we could return to the metal portion of the building, since it's safe and in good shape. Ms. Marstaller responded that if licensing allows, we can move the entrance to the side, and could use the classrooms this fall in the metal building.

Ms. Marstaller explained that the abatement won't take long. Nor will the demo of the existing wooden building. But Office of Head Start said we must begin construction within one year. The goal is to complete the asbestos abatement over Christmas holidays, and do the abatement towards the end of the school year. Not as fast as we'd like to go, but if licensing states we must wait, we can wait for that.

Ms. Nelson asked how many students are currently enrolled, and Ms. Marstaller stated 168 students. Ms. Nelson asked if three additional classrooms would be ideal situation for the space, and Ms. Marstaller responded that it would. Ms. Marstaller explained that EOAC might convert some rooms to EHS eventually at Woodrow Logan. TED is busiest and largest site, but this 76705 zip code is very important. Facility is needed. Ms. Nelson asked what the final cost would be, and Mr. Marrs responded 1.4 to 1.6 million. Don't know everything at this point. Not a clear picture of the asbestos abatement. Ms. Nelson asked Mr. Marrs if he has run into escalation of building costs and materials? Will building costs go down soon? Mr. Marrs explained that it will cycle down. Timeline should allow for supply and demand to even out. However, the building is simple, and that should be lower in cost. Balance parking with structure to not have to worry about water retention or things that run-up cost.

Pulled with no action due to gather data.

EOAC FINANCIAL DATA MONTHLY REPORT – May 2021 **(ORGANIZATIONAL STANDARD 8.7)**

Cassandra Bianchi presented the Finance Report for May 2021 to the Executive Committee. Ms. Bianchi reported on the agency's financial obligations, and reported that the agency is in good financial standing. The agency is now in the timeframe where we are moving through different program beginning and ending dates, concurrent programs might be shown on the report, due to end of year close-outs. Several programs that are still on the reports, as we are still spending down out 2020 funding. Ms. Bianchi projects \$277,00 for HS rollover, however, finance has until the end of June to close books for the 2020 year, and they are moving carefully to make sure we have regular funds and COVID funds properly accounted for. No other concerns at this time. Ms. Bianchi explained how the reports look.

Elizabeth Nelson made the motion to approve the Financial Report for May 2021, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

COMMUNITY SERVICE PROGRAM MONTHLY REPORT – May 2021 **(ORGANIZATIONAL STANDARD 2.3 AND 5.9)**

Kanisha Johnson presented the Community Service report for May 2021. Ms. Johnson reported that things are running smoothly in the Community Services department, and there are no issues.

Applications, both in-person and online are processing smoothly. The department is still processing apps for utility assistance for all 9 counties. Ms. Johnson explained that EOAC is still running CSBG programs for our TOPS clients, along with the Emergency shelter and food program from the United Way. We received 3 grants for a total of \$67, 000. EOAC used funds for rent and water assistance in McLennan county and assisted about 125 households with EFNS program. Liwap program – Low income Water assistance program is coming soon, and will run just like our CEAP program. The states of Texas estimates we will receive about \$91 million for water bills for the whole state. EOAC is currently unsure how much we will be receiving for this program. TDHCA stated \$4.2 million is allocated to EOAC, don't know for sure, as the contract has not been finalized and TDHCA hasn't provided any details at this time. This is a temporary program. EOAC must allocate all funds by Sept 2023. Ms. Marstaller explained that for most clients, we will be able to add additional line for water, so we won't have to add any staff, due to current clients returning for assistance. .

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Ms. Johnson stated that EOAC continues to do outreach. Last Saturday, the Community Services department went to a recruitment event that HS had, and had a manned booth. EOAC has a scheduled presentation with the family abuse center on July 22, 2021. The Community Services Office reopened, with enhanced COVID protocols in place. The Community Services staff will travel again starting 7/1/21, as the sites that we partner with to reach clients have reopened. Mr. Perry asked if the board had any questions for Kanisha. No further questions were asked.

Dytrun Thurkill made the motion to approve the Community Service Program Report for May 2021, seconded by Elizabeth Nelson, all in favor, motion carries unanimously.

HEAD START/EARLY HEAD START END-OF-YEAR ASSESSMENT REPORT

Ms. Wilson presented the final report for Head Start/Early Head Start for the 2020 – 2021 school year. Measures indicate that most of our children are prepared for kindergarten. Students improved from first measure that was taken at the Beginning of Year. Early Head Start students also met or exceeded benchmarks set by age. Showing improvement. Education manager will present full report at full-board meeting. Children have improved, which is encouraging.

Elizabeth Nelson made the motion to approve the HEAD START/EARLY HEAD START END-OF-YEAR ASSESSMENT REPORT, seconded Dytrun Thurkill, all in favor, motion carries unanimously.

OHS PROGRAM INSTRUCTION: HEAD START CENTER BASED SERVICE DURATION REQUIREMENT

Ms. Wilson presented the OHS Program Instruction, Head Start Center Based Service Duration requirement. This requirement is an operational plan that tells the governing board how we verify eligibility for the Head Start program. The ERSEA Manager will do a mini training in the governing board meeting in how HS determines eligibility for children. Head Start Staff have to conduct in-person interview with family or over-the-phone, and have to verify age of the child and eligibility for income. If the family isn't working, the family must provide proof of that as well. If applicable, the family must provide proof of homelessness with note from shelter, and must provide public assistance notices as well. The Head Start CFA creates a file for the family. The ERSEA manager approves that enrolled students meet requirements as set forth.

Elizabeth Nelson makes the motion approve the OHS PROGRAM INSTRUCTION: HEAD START CENTER BASED SERVICE DURATION REQUIREMENT, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

Approve Architect's Plan for Woodrow Logan

Ms. Marstaller presented that as discussed with Mr. Marrs, before any demolition can be done at Woodrow Logan, EOAC must test the L-shaped wooden building for asbestos and must be abated. ECI submitted quote for board approval.

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Elizabeth Nelson makes the motion approve the Approve Architect's Plan for Woodrow Logan seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

Community Services Staffing Update - New Funding Sources

Tabled without further discussion.

Program Instruction: Office of Head Start (OHS) Expectations for Head Start Programs in Program Year (PY) 2021 - 2022

Ms. Susan presented the OHS Expectations for HS Programs in PY 2022. Expectations for the 2021 - 2022 program year will return to pre-covid levels. Now-December is a ramp-up time for all programs, and all programs are expected to be at full enrollment by January 2022.

No Further Discussion. Report Only.

HEAD START DIRECTOR REPORT

Susan Wilson reported that the EOAC Head Start/Early Head Start Program continue to operate full-time. Ms. Wilson reported that the program was open in the month of May, and still had some virtual instruction, however, virtual instruction was minimal. Ms. Wilson reported that HS/EHS had no reported cases of COVID-19 in the month of May. Enrollment is lower, due to the start of summer time. 367 children are enrolled in Head Start center-based programs and 119 in Virtual learning. Early Head Start has 89 students in person, 12 in virtual learning. Recruitment status is underway for the 2021 – 2022 school year. Head Start/Early Head Start had a recruitment fair on Saturday. Ms. Wilson has instructed each CFA to process 80 new applications. CFAs are having trouble recruiting 3 and 4 year old children, due to HB-3. The new Mitchell site will be opened and licensed next week.

No Further Discussion. Report Only.

EXECUTIVE DIRECTOR UPDATE

Nothing to report. Report Only

BOARD MEMBER TRAINING HOURS AND REQUIREMENTS

Dorothy Marstaller discussed the current board member training hours and requirements. Ms. Marstaller stated that current Board members are required to have 6 hours of training each year and new Board members are required to have 12 hours of training. Report only.

EXECUTIVE SESSION

The Executive Session is a standard agenda item and will appear on all governing board agendas. The Executive Committee did not enter Executive Session on 06/28/2021.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:05PM.



Board Chair



Date



**EOAC WACO CHARTER SCHOOL BOARD OF DIRECTORS MEETING
MONDAY, JUNE 28, 2021
REMOTE & IN-PERSON
5:30 P.M.**

MEMBERS PRESENT

Ben Perry – *In Person*
Terronga Weaver – *In person*
Elizabeth Nelson – *In person*
Dytrun Thurkill – *In person*
Renee Turner - *Virtual*
Dr. Cassy Burleson - *Virtual*
Billie Meyers - *Virtual*
Charles Eaton - *Virtual*
Betsey Gilchrist – *In Person*
Carolyn Cotton - *Virtual*

STAFF MEMBERS PRESENT

Dorothy Marstaller – *In Person*
Heather Shelton-Faulk – *In Person*
Nancy Cross – *In Person*
Susan Wilson – *In Person*
Brenda Sanchez – *In Person*
Robert Kunze – *In Person*
Kanisha Johnson – *In Person*

MEMBERS ABSENT

Susan Copeland
Gary Luft
Judith Benton
Steve Hernandez
Dr. Howard Childs

The meeting was called to order by President Ben Perry at 3:18 p.m.

ESTABLISH QUORUM

A quorum was established.

ORDER OF AGENDA

The agenda remained the same.

MISSION STATEMENT

The Mission Statement will be read at the 5:30 p.m. meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance will be read at the 5:30 p.m. meeting.

PUBLIC COMMENTS

No public comment

CONSENT AGENDA

The Consent Agenda is presented with the following items:

- May 24, 2021 Executive Committee Minutes
- May 24, 2021 Governing Board Minutes

Ben Perry asked if anyone would like to pull anything for further consideration or questions. No items were pulled. All in favor, motion carries unanimously.

WCS FINANCIAL DATA MONTHLY REPORT – May 2021

(ORGANIZATIONAL STANDARD 8.7)

Cassandra Bianchi presented the Finance Report for May 2021 to the Executive Committee. Ms. Bianchi explained the changes made to the report. The first page of the report is separated for local funds (State based funds) broken out by revenue section, including Expenses and Total budget. Ms. Bianchi explained the fund sources and how the report is displayed. No other concerns at this time.

All in favor, motion carries unanimously.

APPROVE HIRING OF WCS PRINCIPAL – CARL RITTER

Ms. Marstaller presented the hiring of the WCS principal. Ms. Marstaller explained that we had an interview team that consisted of: Ben Perry, Betsey Gilchrist, Heather Faulk, and Dorothy Marstaller. Waco Charter School had 5 candidates interview; two were external candidates and three were internal candidates. Mr. Ritter gave a tremendous presentation and we were all very impressed. Ms. Marstaller was bringing forward Mr. Ritter to the board as the new Waco Charter School Principal.

For the Assistant Principal position, Carl Ritter, Amber Crocker, Heather Faulk, and Dorothy interviewed candidates, and Ms. Kelley Holdman was selected to be promoted. Ms. Holdman has previous school leader experience and interviewed well for both positions. Ms. Nelson asked if Ms. Holdman was previously a teacher at WCS. Ms. Marstaller responded that Ms. Holdman had taught 5th grade at Waco Charter School. Previously, Ms. Holdman was an instructional leader at Judson ISD and her presentation was wonderful. Ms. Nelson asked if either candidate was superintendent certified. Ms. Marstaller explained that neither candidate is currently certified, however, Carl Ritter is completing his superintendent certification.

All in favor, motion carries unanimously.

POLICY UPDATE – PERSONAL DAYS FOR WCS

Heather Faulk presented an update to the employee handbook to provide more personal days to WCS staff as a retention tool. Currently, Waco Charter offers 5 personal days to staff, and is ineligible to participate in state sick leave, due to Charter status and State law. Ms. Faulk suggested to retain top talent, that WCS offer three more personal days, for a total of eight personal days. This will help align the WCS benefit package with other districts, and make our benefits package more competitive.

All in favor, motion carries unanimously.

POLICY UPDATE – PROBATIONARY PERIOD FOR TEACHERS

Heather Faulk presented an update to the employee handbook to extend the probationary period for new Waco Charter School Teachers, and to align other districts. New teachers to Waco Charter School who have previous teaching experience will have a one-year probationary period. This allows Waco Charter School to ensure the teacher is a good fit. New teachers with no prior teaching experience will have a two year probationary period, this allows the teacher room to grow, and improve, while determining if the teacher is a good fit for Waco Charter School.

All in favor, motion carries unanimously.

WACO CHARTER SCHOOL RETENTION STIPENDS

Heather Faulk presented that Waco Charter School is receiving \$800,000 through ESSER; additional one-time monies received through the Federal Government due to COVID-19 and student lost learning. Region 12 has suggested that Waco Charter School use part of the ESSER grant money to provide a Retention Stipend to Waco Charter Staff. Other districts, including Killeen ISD, have implemented these stipends for staff as a retention tool, due to the record number of retirements due to COVID-19, which is exasperating an existing teacher shortage.

To retain top talent at Waco Charter School, we are recommending that Exempt Staff receive a \$1,000 retention stipend and non-exempt staff will receive a \$500 retention stipend. Staff must work the full 2021 – 2022 school year to be eligible to receive the stipend. This is a one-time only stipend.

All in favor, motion carries unanimously.

PUBLIC NOTICE OF INTENT TO APPLY FOR FEDERAL FUNDS ESSER III

Nancy Cross presented the public notice of intent to apply for ESSER III. Public notice – Waco Charter School is slated to receive \$817,961. At this time, WCS can only plan for 2/3rds of the funding, as the rest will be distributed after plans are approved at the state level. Waco Charter School submitted an application with assistance of Region 1 for. \$545,307. This funding can be spread over three school years; 20% of funds must be spent to address learning loss due to COVID-19. The rest of the grant is to reopen school safely due to the COVID-19 pandemic, and address the socio-emotional health among students. Baylor is willing to partner with a graduate assistant for \$25,000 as a part-time counselor for students. This expense could go under the ESSER grant, and provide more services to students without reducing other services. The goal is to help students with complex trauma due to pandemic.

Cassandra Bianchi reminded everyone that we must have two plans in place for ESSER, the first is for the safe re-opening of schools, and the second plan is for spending, made in collaboration with stakeholders. More information and final plans will be placed on the EOAC WCS website.

All in favor, motion carries unanimously.

PUBLIC NOTICE OF INTENT TO APPLY FOR FEDERAL FUNDS ESSER II

Nancy Cross presented the public notice of intent to apply for ESSER II/CRRSA act. This is public notice of Waco Charter School's intention to apply for ESSER II Funds. Allocation amount is based on the number of low income students. The Waco Charter School Allocation amount is \$364,209.. This will come back as part of hold harmless funding for the previous school year, and can be used to addressed expenses back to March 2020. Can be placed in fund balance to help us in the future for funding loss.

All in favor, motion carries unanimously.

PUBLIC NOTICE OF INTENT TO APPLY FOR FEDERAL FUNDS IDEA-B

Nancy Cross presented the public notice of intent to apply for IDEA-B. This is public notice of Waco Charter School's intention to apply for IDEA B Funds. IDEA-B is special education funding, and a bulk of funds goes to providing salary to Special Populations Coordinator and to serve children ages 3-5. This fund assures that Waco Charter School meets needs of children with disabilities to receive a free and appropriate public education in light of their disabilities.

All in favor, motion carries unanimously.

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All in favor, motion carries unanimously.

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Nancy Cross presented the 2020 – 2021 STAAR results. The results presented by Ms. Cross were for the 2021 STAAR Exams. Ms. Cross showed and explained results. Students caught on well. Ms. Nelson asked how the STAAR scores compared to other districts. Ms. Cross explained the results had not been released yet, but that a further report would detail those results.

No Further Discussion. Report Only.

SUMMER CRIMSI PILOT REPORT

Ms. Cross gave results for Summer School. Ms. Cross explained the number of students, and that we are offering meals. Students love the new curriculum.

No Further Discussion. Report Only.

PRINCIPALS REPORT

Ms. Cross presented the Principals report. Some community kids are coming to eat during summer feeding. Some students who will face absent retention. Some students will stay behind for academic progress reasons. 10-15 students retained this year. Best for children. Recruitment continues.

No Further Discussion. Report Only.

WACO CHARTER SCHOOL DISCRETIONARY CHARTER RENEWAL

Ms. Marstaller presented that the Charter is renewed for ten years on a discretionary basis. The school has academic hurdles to achieve and must maintain board governance standards. EOAC will offer the board more training in August. To support recruitment of students, on July 19th teachers will be on the Spanish TV channel to promote the charter school. April 26 was our 25th Anniversary for the Charter School. A Celebration for school is being planned.

No Further Discussion. Report Only.

BOARD MEMBER TRAINING HOURS AND REQUIREMENTS


Dorothy Marstaller discussed the current board member training hours and requirements. Ms. Marstaller stated that current Board members are required to have 6 hours of training each year and new Board members are required to have 12 hours of training. Report only.

EXECUTIVE SESSION

The Executive Session is a standard agenda item and will appear on all governing board agendas. The Executive Committee did not enter Executive Session on 06/28/2021.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:15PM.



Board Chair

8-30-2021
Date



**EOAC WACO CHARTER SCHOOL BOARD OF DIRECTORS MEETING
MONDAY, JULY 23, 2021
REMOTE & IN-PERSON
12:00 P.M.**

MEMBERS PRESENT

Ben Perry – *In Person*
Susan Copeland – *In person*
Elizabeth Nelson – *Virtual*
Dytrun Thurkill – *Virtual*
Renee Turner - *Virtual*
Dr. Cassy Burleson - *Virtual*
Charles Eaton - *Virtual*
Gary Luft – *Virtual*
Carolyn Cotton - *Virtual*

STAFF MEMBERS PRESENT

Heather Shelton-Faulk – *In Person*
Carl Ritter – *In Person*
Cassie Bianchi – *In Person*
Kelley Holdman – *In Person*

MEMBERS ABSENT

Susan Copeland
Gary Luft
Judith Benton
Steve Hernandez
Dr. Howard Childs

The meeting was called to order by President Ben Perry at 12:05 p.m.

ESTABLISH QUORUM

A quorum was established.

ORDER OF AGENDA

The agenda remained the same.

MISSION STATEMENT

The Mission Statement was read by Ben Perry.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

No public comment

**Approval of Contract - For Renewal of Open-Enrollment Charter -
Waco Charter School 7/31/2021 - 7/31/2031 Contract**

Heather Faulk presented the Renewal Contract from TEA to the governing board, along with Ben Perry. The contract for Waco Charter School has been renewed from 2021 – 2031, with the following stipulations as presented in the contract. Waco Charter School must ensure the Board keeps-up with it's governing board training hours. Presenting for approval to continue to serve our students.

Ben called for questions, and comments, Ms. Copeland stated she saw nothing out of the ordinary.

Ms. Copeland made a motion to Approval the Waco Charter School Contract. Mr. Charles Eaton seconded the motion. All in favor, motion carries unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:08PM.



Board Chair



Date



**EOAC EXECUTIVE COMMITTEE MEETING
MONDAY, JUNE 28, 2021
REMOTE & IN-PERSON
3:00 P.M.**

MEMBERS PRESENT

Ben Perry – *In Person*
Terronga Weaver – *In person*
Elizabeth Nelson – *In person*
Dytrun Thurkill – *In person*

MEMBERS ABSENT

Susan Copeland
Gary Luft
Judith Benton

STAFF MEMBERS PRESENT

Dorothy Marstaller – *In Person*
Heather Shelton-Faulk – *In Person*
Nancy Cross – *In Person*
Susan Wilson – *In Person*
Brenda Sanchez – *In Person*
Robert Kunze – *In Person*
Kanisha Johnson – *In Person*

The meeting was called to order by President Ben Perry at 3:18 p.m.

ESTABLISH QUORUM

A quorum was established.

ORDER OF AGENDA

The agenda remained the same.

MISSION STATEMENT

The Mission Statement will be read at the 5:30 p.m. meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance will be read at the 5:30 p.m. meeting.

PUBLIC COMMENTS

No public comment

CONSENT AGENDA

The Consent Agenda is presented with the following items:

- May 24, 2021 Executive Committee Minutes
- May 24, 2021 Governing Board Minutes

Ben Perry asked if anyone would like to pull anything for further consideration or questions. No items were pulled. Elizabeth Nelson made the motion to approve and accept the above Consent Agenda items, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

WCS FINANCIAL DATA MONTHLY REPORT – May 2021
(ORGANIZATIONAL STANDARD 8.7)

Cassandra Bianchi presented the Finance Report for May 2021 to the Executive Committee. Ms. Bianchi explained the changes made to the report. The first page of the report is separated for local funds (State based funds) broken out by revenue section, including Expenses and Total budget. Ms. Bianchi explained the fund sources and how the report is displayed. No other concerns at this time.

Dytrun Thurkill made the motion to approve the Financial Report for May 2021, seconded by Elizabeth Nelson, all in favor, motion carries unanimously.

APPROVE HIRING OF WCS PRINCIPAL – CARL RITTER

Ms. Marstaller presented the hiring of the WCS principal. Ms. Marstaller explained that we had an interview team that consisted of: Ben Perry, Betsey Gilchrist, Heather Faulk, and Dorothy Marstaller. Waco Charter School had 5 candidates interview; two were external candidates and three were internal candidates. Mr. Ritter gave a tremendous presentation and we were all very impressed. Ms. Marstaller was bringing forward Mr. Ritter to the board as the new Waco Charter School Principal.

For the Assistant Principal position, Carl Ritter, Amber Crocker, Heather Faulk, and Dorothy interviewed candidates, and Ms. Kelley Holdman was selected to be promoted. Ms. Holdman has previous school leader experience and interviewed well for both positions. Ms. Nelson asked if Ms. Holdman was previously a teacher at WCS. Ms. Marstaller responded that Ms. Holdman had taught 5th grade at Waco Charter School. Previously, Ms. Holdman was an instructional leader at Judson ISD and her presentation was wonderful. Ms. Nelson asked if either candidate was superintendent certified. Ms. Marstaller explained that neither candidate is currently certified, however, Carl Ritter is completing his superintendent certification.

Elizabeth Nelson made the motion to approve the Hiring of the WCS Principal, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

POLICY UPDATE – PERSONAL DAYS FOR WCS

Heather Faulk presented an update to the employee handbook to provide more personal days to WCS staff as a retention tool. Currently, Waco Charter offers 5 personal days to staff, and is ineligible to participate in state sick leave, due to Charter status and State law. Ms. Faulk suggested to retain top talent, that WCS offer three more personal days, for a total of eight personal days. This will help align the WCS benefit package with other districts, and make our benefits package more competitive.

Dytrun Thurkill made the motion to approve the policy update – personal days for WCS, seconded Terronga Weaver, all in favor, motion carries unanimously.

POLICY UPDATE – PROBATIONARY PERIOD FOR TEACHERS

Heather Faulk presented an update to the employee handbook to extend the probationary period for new Waco Charter School Teachers, and to align other districts. New teachers to Waco Charter School who have previous teaching experience will have a one-year probationary period. This allows Waco Charter School to ensure the teacher is a good fit. New teachers with no prior teaching experience will have a two year probationary period, this allows the teacher room to grow, and improve, while determining if the teacher is a good fit for Waco Charter School.

Elizabeth Nelson makes the motion approve the Policy Update – Probationary Period for Teachers, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

WACO CHARTER SCHOOL RETENTION STIPENDS

Heather Faulk presented that Waco Charter School is receiving \$800,000 through ESSER; additional one-time monies received through the Federal Government due to COVID-19 and student lost learning. Region 12 has suggested that Waco Charter School use part of the ESSER grant money to provide a Retention Stipend to Waco Charter Staff. Other districts, including Killeen ISD, have implemented these stipends for staff as a retention tool, due to the record number of retirements due to COVID-19, which is exasperating an existing teacher shortage.

To retain top talent at Waco Charter School, we are recommending that Exempt Staff receive a \$1,000 retention stipend and non-exempt staff will receive a \$500 retention stipend. Staff must work the full 2021 – 2022 school year to be eligible to receive the stipend. This is a one-time only stipend.

Elizabeth Nelson makes the motion approve the Waco Charter School Retention Stipend, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

PUBLIC NOTICE OF INTENT TO APPLY FOR FEDERAL FUNDS ESSER III

Nancy Cross presented the public notice of intent to apply for ESSER III. Public notice – Waco Charter School is slated to receive \$817,961. At this time, WCS can only plan for 2/3rds of the funding, as the rest will be distributed after plans are approved at the state level. Waco Charter School submitted an application with assistance of Region 1 for. \$545,307. This funding can be spread over three school years; 20% of funds must be spent to address learning loss due to COVID-19. The rest of the grant is to reopen school safely due to the COVID-19 pandemic, and address the socio-emotional health among students. Baylor is willing to partner with a graduate assistant for \$25,000 as a part-time counselor for students. This expense could go under the ESSER grant, and provide more services to students without reducing other services. The goal is to help students with complex trauma due to pandemic.

Cassandra Bianchi reminded everyone that we must have two plans in place for ESSER, the first is for the safe re-opening of schools, and the second plan is for spending, made in collaboration with stakeholders. More information and final plans will be placed on the EOAC WCS website.

Elizabeth Nelson makes the motion approve the Public Notice of Intent to Apply for Federal Funds ESSER III seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

PUBLIC NOTICE OF INTENT TO APPLY FOR FEDERAL FUNDS ESSER II

Nancy Cross presented the public notice of intent to apply for ESSER II/CRRSA act. This is public notice of Waco Charter School's intention to apply for ESSER II Funds. Allocation amount is based on the number of low income students. The Waco Charter School Allocation amount is \$364,209.. This will come back as part of hold harmless funding for the previous school year, and can be used to addressed expenses back to March 2020. Can be placed in fund balance to help us in the future for funding loss.

Dytrun Thurkill makes the motion approve the the Public Notice of Intent to Apply for Federal Funds ESSER III seconded by Elizabeth Nelson, all in favor, motion carries unanimously.

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This fund assures that Waco Charter School meets needs of children with disabilities to receive a free and appropriate public education in light of their disabilities.

Elizabeth Nelson makes the motion approve the Public Notice of Intent to Apply for Federal Funds IDEA-B, seconded by Dytrun Thurkill, all in favor, motion carries unanimously.

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Elizabeth Nelson makes the motion approve the Approve Architect's Plan for Woodrow Logan seconded by Terronga Weaver, all in favor, motion carries unanimously.

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Board Chair



Date