

**UNIVERSITY OF HOUSTON SYSTEM  
CHARTER SCHOOL BOARD AGENDA**

**ITEM: DRAFT MINUTES FROM MAY 16, 2016 MEETING**

**SUMMARY:**

Approval is requested for the draft minutes from the May 16, 2016 meeting of the UH Charter School Board.

**SUPPORTING DOCUMENTATION:**

Draft minutes from May 16, 2016 meeting

**FISCAL NOTE:** NONE

**CONSIDERED BY THE BOARD ON:** 7/14/2016

**APPROVED AS PRESENTED:** ✓

**APPROVED AS MODIFIED:** \_\_\_\_\_

**NOT APPROVED:** \_\_\_\_\_

  
\_\_\_\_\_  
Jonathan Schwartz, UHCS Board Secretary

## MINUTES

University of Houston Charter School Board

- Date:** May 16, 2016
- Time:** 9:00 a.m.
- Place:** UH Charter School  
Board of Regents Conference Room, 128 E. Cullen Building  
University of Houston  
Houston, Texas 77204
- Present:** Robert H. McPherson, Ph.D., Chair  
Jonathan Schwartz, Ph.D., College of Education Faculty Representative  
Rozina Chowdry, Teacher Representative  
Patricia Paquin, Acting Principal and Superintendent, UH Charter School (non-voting ex-officio)
- Absent:** Rebecca Hoyt, Ph.D., Community Representative  
Vacant Position, Parent Representative
- Quorum:** Three of four Board members/representatives present (majority required).

### New Business:

1. Call to Order: 9:26 a.m. by Chair McPherson.
2. Roll Call and acknowledgment of presence of Board members McPherson, Schwartz, Chowdry and Paquin (non-voting ex-officio). Meeting was rescheduled from original date of April 19, 2016, due to flooding in Houston which caused the closure of the University of Houston and the UH Charter School.
3. Video presentation showcasing skills of UH Charter School 5<sup>th</sup> grade students. Presentation involved selecting three spelling words and using in a video. The students' video portrayed their love of reading.
4. Chair McPherson noted that no individuals signed up to speak and accordingly no Open Forum was necessary.
5. Chair McPherson presented the Board Minutes from the January 19, 2016 Board Meeting for review and approval. No corrections to the Board Minutes. Motion: Representative Jonathan

Schwartz moved to approve the January 19, 2016 Board Minutes, seconded by Representative Rozina Chowdry. The Motion passed unanimously.

6. Chair McPherson represented that while he has begun the consideration process, in consultation with Patricia Paquin, Acting Principal and Superintendent, to appoint a new Parent Representative, he has not yet made an appointment to fill the current vacancy.
7. Chair McPherson represented that under the Bylaws, the initial term for the Teacher Representative was one year. Accordingly, Representative Chowdry's term would expire on June 30, 2016. The Bylaws allow for reappointment to another term of office, which would then be for three years. Chair McPherson reappointed Rozina Chowdry as the Teacher Representative on the Board and Representative Chowdry has agreed to accept the appointment.
8. Patricia Paquin presented the Principal's Report on the UH Charter School, to include a slideshow of current and upcoming activities, i.e. Author's Night, Go Texan Day, Teach Healthy Eating Habits, Read Across America, Sojourner Field Trip to San Antonio, UH Moore's School of Music visits, Field Day, Cinco de Mayo Mercado, Drive-in Movie Day, Main Street Theater Character Visit, Teacher Appreciation Week, Rice Writings and Art Spring Reading, and STAAR testing. No vote is required on the Principal's Report.
9. Patricia Paquin presented the UH Charter School Quarterly Budget. No vote is required on the Quarterly Budget.
10. Patricia Paquin presented the Annual Operating Budget for the Board's review and approval. Motion: Representative Rozina Chowdry moved to approve the Annual Operating Budget, seconded by Representative Jonathan Schwartz. The Motion passed unanimously.
11. Patricia Paquin presented the 2016-2017 UHCS Academic Calendar for the Board's review and approval. Patricia Paquin provided an explanation for changes made by the Texas Legislature to the manner of measuring the required amount of instruction for all Texas schools, including charter schools. Ms. Paquin further explained how the new law affects the UH Charter School reporting requirements and the reasons for submission of a Waiver of the Full Day Requirement. Motion: Representative Jonathan Schwartz moved to approve the 2016-2017 UHCS Academic Calendar, seconded by Representative Rozina Chowdry. The Motion passed unanimously. Motion: Representative Jonathan Schwartz moved to approve the Waiver of the Full Day Requirement, seconded by Representative Rozina Chowdry. The Motion passed unanimously.
12. Patricia Paquin presented information from the Texas Education Agency (TEA) on the Assignment of District Accreditation Status for the UH Charter School.
13. Patricia Paquin presented and the Board commenced its annual review of the TEA Certification form regarding Instructional Materials Allotment and TEKS Certification. The Certification was presented to the Board Chair and Board Secretary for approval and signature.
14. Patricia Paquin presented the UH Charter School's Criteria for Self Evaluation for the Board's review and approval. Motion: Representative Jonathan Schwartz moved to approve the Criteria

for Self Evaluation, seconded by Representative Rozina Chowdry. The Motion passed unanimously.

15. Patricia Paquin presented a report from the February meeting of University Charter Schools which both she and Lauri Schneidau Ruiz, UHS Senior Assistant General Counsel, attended in Austin. The University of Texas, which has an extensive charter school district, hosted the meeting. Chair McPherson requested a chart reflecting the different charter school systems and how they are funded.
16. In response to a prior request from the Board, Patricia Paquin presented demographic comparisons of UH Charter School teacher salaries to those of other nearby charter schools and school districts.
17. Patricia Paquin presented information on the April 18<sup>th</sup>-19<sup>th</sup> closure of the UH Charter School , as well as the University of Houston and area school districts, resulting from significant flooding in Houston. Ms. Paquin requested that the Board approve submission of a Waiver of Two Instructional Days due to flooding. Motion: Representative Jonathan Schwartz moved to approve the UH Charter School's Waiver of Two Instructional Days, seconded by Representative Rozina Chowdry. The Motion passed unanimously.
18. Chair McPherson represented that the Board is scheduled to next meet on July 19, 2016, and opened discussion of continuing the quarterly meetings on the third Tuesday of the first month of each quarter. The anticipated dates for the coming academic year would be October 18, 2016, January 17, 2017, April 18, 2017, and July 18, 2017.
19. Lauri Schneidau Ruiz, UHS Senior Assistant General Counsel, provided an update on time expended for training requirements.

#### EXECUTIVE SESSION

20. Call to Order for Executive Session: 10:57 a.m. by Chair McPherson
21. Personnel Matters, Including Appointment, Evaluation or Dismissal of Personnel – Texas Government Code Section 551.074
22. Adjournment of Executive Session: 11:04 a.m. by Chair McPherson.

#### **Return to Open Session at 11:05 a.m.**

23. Chair McPherson announced that Patricia Paquin has been appointed the Superintendent/Principal for the UH Charter School.

**Adjournment:** There being no further business, Chair McPherson declared the meeting adjourned by unanimous consent at 11:07 a.m.

Documentation submitted  
Respectfully submitted by,

  
\_\_\_\_\_  
Jonathan P. Schwartz, Ph.D.  
Secretary

Adopted by the Board in the meeting of  
7/19/2014 (Date of Meeting)

  
\_\_\_\_\_  
Presiding Officer

Others present:  
Lauri Schneidau Ruiz