

Approved



**CHAPEL HILL ACADEMY  
BOARD OF TRUSTEES  
REGULAR MEETING  
June 15, 2016**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, June 15, 2016, at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

**MEMBERS PRESENT:** Alex Armstrong, Joe Breedlove, Erma Lee, Debra Million, Pam Pigman, Patty Potter,

**MEMBERS ABSENT:** Joni Horton, Beth Rivers, Susy Weaver

**GUESTS / STAFF:** Todd Landry, CEO, Shnease Webb, COO; Alicia Duran, CFO; Vicki Sendejo, Principal; Jeni McNeeley, Academic Coordinator; Shay Grannan, PEIMS Coordinator; Nancy Burmaster, Board Liaison; Robert Ramirez, Student and Campus Services Coordinator;

**CALL TO ORDER:**

The meeting was called to order by Acting Chair Erma Lee at 12:07 p.m.

**APPROVAL OF MINUTES:**

Erma Lee, Acting Chair, asked for any changes to the previously distributed minutes of the April 20, 2016 meeting. Alex Armstrong made a motion to approve the minutes of the April 20, 2016 meeting as submitted. Debra Million seconded the motion and the motion was approved unanimously.

**PUBLIC COMMENT:**

None

**EXECUTIVE SESSION:**

None

**REPORT FROM PRINCIPAL AND SUPERINTENDENT:**

**STAAR Results and Next Steps**

- 85% of 5<sup>th</sup> grade students passed the Math STAAR on the first attempt, 98% passed on the second attempt.
- 85% of 5<sup>th</sup> grade students passed the Reading STAAR on the first attempt, and 94% passed on the second attempt.

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- 4 students who would have had a third attempt (but will not due to TEA ruling) will instead be required to attend all sessions of summer school in order to be promoted.

### **Texas Smart Schools Initiative School Rating**

- While CHA received a score of 4 in both 2015 and 2016, the ranking in 2016 was slightly improved.

### **Campus Accountability Calculation Timeline**

- Although delays could be possible due to TEA problems reporting STAAR results, the 2016 accountability tables with rating labels, distinction designations, and system safeguards should be available on August 12, 2016.

### **Diving into the Data: the effect of enrollment longevity on student achievement**

Jeni McNeeley, Academic Coordinator, presenting data on the effect of enrollment longevity on student STAAR achievement. Findings included:

- Students who enter CHA in PK-2<sup>nd</sup> grade have higher achievement on both math and reading STAAR than those who enter in 3<sup>rd</sup>-5<sup>th</sup> grades.
- Students who enter CHA in PK-2<sup>ns</sup> grade have sustained higher achievement on STAAR compared to those who enter in 3<sup>rd</sup>-5<sup>th</sup> grades.
- The Pre-K year has a significant, consistent and persistent positive effect on math STAAR achievement.

### **Year-end statistics**

<b>TOTAL SERVED</b>	<b>520</b>	
Male	245	47%
Female	275	53%
White	73	14%
Black	294	56%
Hispanic	118	23%
Biracial/other	35	7%
Free meals	279	54%
Reduced price meals	55	10%
Full price meals	186	36%
Crowley	238	46%
Fort Worth	257	49%
Everman	22	4%
Other	3	1%

### **MAY 2016 FINANCIALS**

For the nine months ended May 31, 2016, revenue was over plan by \$3,670. Contributions were over plan by \$10,178. State funds are under plan by (\$28,183) due to lower attendance rates. State funds are expected to be under plan by (\$39,000). Federal funds are over budget by \$4,974 due to reallocations. \$18,000 in Special Education funds will be carried forward to FY17.

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For the nine months ended May 31, 2016, expenditures were over plan by (\$12,442) due to fringe benefits (tuition reimbursement and medical expenses) over budget by (\$21,026). Occupancy expenses were over budget by (\$12,933) due to care of grounds. Surplus of \$21,291 compared to budget of \$30,063 resulting in a negative variance of (\$8,772).

#### **PRELIMINARY REVIEW OF 2016-2017 BUDGET**

Alicia Duran reviewed the preliminary 2016-2017 budget. Assuming enrollment of 520 students with 97% daily attendance, revenue is budgeted at \$4,714,344 with associated expenses of \$4,713,648 for a net surplus of \$696. Final budget will be presented at August 2016 meeting.

#### **2016-2017 SCHOOL YEAR**

##### **Enrollment/Applications update**

<b>Grade</b>	<b>Return or Sibling</b>	<b>Lottery spaces</b>	<b>Total</b>	<b>Waitlist</b>
PK	10	10	29	91
K	46	30	76	142
1 <sup>st</sup>	83	5	88	48
2 <sup>nd</sup>	71	14	85	31
3 <sup>rd</sup>	75	11	86	49
4 <sup>th</sup>	76	11	87	21
5 <sup>th</sup>	70	13	83	20
<b>TOTAL</b>	<b>440</b>	<b>94</b>	<b>534</b>	<b>413</b>

As of June 10, 2016 there are 534 students enrolled for the 2016-2017 school year. With anticipated attrition, the final enrollment should be about 515-520 students.

**Staff changes** were discussed. Two teachers will not be returning for the 2016-17 school year. Several grade level changes were also noted.

**Education Service Center Region 11 Contracts** for administrative and instructional service, and technology with a total of \$54,017.44 were presented for approval. Patty Potter made a motion to approve these contracts. Pam Pigman seconded the motion and the motion was approved unanimously.

##### **Approval of New Hire**

John Hausner is the candidate for the 3<sup>rd</sup> grade teacher position. His experience and credentials were reviewed. Pam Pigman moved to accept the hiring of John Hausner. Erma Lee seconded the motion and the motion was approved unanimously.

##### **Changes to Student/Parent Handbook**

One change to the CHA Student/Parent Handbook was reviewed. This change raises the temperature at which a child must be removed from class from 99 degrees F. to 100.4 degrees F. This change is within the guidelines of Tarrant County Public Health Department and Centers for Disease Control recommendations. Pam Pigman made a motion to approve this change to the CHA Student/Parent Handbook. Erma Lee seconded the motion and the motion was approved unanimously.

#### **BOARD TRAINING UPDATE**

Nancy Burmaster, Board Liaison, will continue to register CHA Board members for required training offered on-line and on-demand through the Texas Charter School Association. A total of 5 hours must be completed by August 31, 2016. When you have completed a training session, please forward your completion certificate to Nancy.

**The meeting was adjourned at 1:22 p.m.**

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**The next meeting of the CHA Board of Trustees will be on Wednesday, August 17, 2016 at noon.**

The meeting was adjourned at 1:05 p.m.