



**CHAPEL HILL ACADEMY
BOARD OF TRUSTEES
REGULAR MEETING
April 20, 2016**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, April 20, 2016, at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

MEMBERS PRESENT: Joni Horton, Debra Million, Pam Pigman, Patty Potter, Susy Weaver

MEMBERS ABSENT: Alex Armstrong, Joe Breedlove, Erma Lee, Beth Rivers

GUESTS / STAFF: 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; Shelby Timmerman, PE Teacher; Lauren Doane, Program Evaluation Coordinator.

FAMILY HIGHLIGHT: Five 5th grade students shared their experiences from the recent trip to Pine Cove Camp. Canoeing, Falconry, Zip Lines, Earth Science, and Aquatics were all enjoyed. Several life lessons were learned including group thinking skills and being away from home for the first time.

CALL TO ORDER:

The meeting was called to order by Board President Joni Horton at 12:12 p.m.

APPROVAL OF MINUTES:

Joni Horton, Chair, asked for any changes to the previously distributed minutes from the January 20, 2016 meeting. Hearing no edits, the minutes stand approved.

PUBLIC COMMENT:

None

EXECUTIVE SESSION:

None

REPORT FROM PRINCIPAL AND SUPERINTENDENT:

March 29-30 STAAR Testing Report

- 85% of 5th grade students passed the Math STAAR on the first attempt
- 85% of 5th grade students passed the Reading STAAR on the first attempt
- 4 students will re-take math only, 4 students will re-take reading only, and 4 students will re-take both.

- Congratulations to the 5th grade class and teachers! This is the highest percentage passed on the first attempt.

STAAR Benchmark Test Results

- 3rd and 4th graders took the reading and math STAAR benchmarking tests.
- 3rd grade math fell slightly—attributed to more rigorous test.
- 3rd grade reading rose slightly.
- 4th grade math fell slightly—attributed to more rigorous test.
- 4th grade reading rose slightly.

Rangers Summer Academy Plans

- Coach Shelby Timmerman and Mr. Robert Ramirez will be coordinating the 2016 camp.
- Curriculum based on TEKS
 - SMaRT camp will build academic skills in Science, Math, Robotics, and Technology
 - Incoming 4th and 5th graders
 - June 13-24, 9:00 a.m. to 3:30 p.m.
 - Ranger Readers will build reading and social skills
 - School-wide
 - June 2-3
 - Scholarships to other camps
 - \$3,500 available to Lena Pope clients to attend a camp of their choice.

MARCH 2016 FINANCIALS

March 2016: revenue is below budget by \$7,098 due to low attendance. Expenses are below budget by \$20,800 due to reduction in state unemployment tax rate resulting in a positive variance of \$13,655. Surplus of \$5,189 is \$13,702 above plan.

Seven months ended 3/31/16: revenue is below budget by \$13,914 due to TEA funding of (\$20,472) and contributions above plan by \$10,078. Expenses are over plan by \$11,903 due to various occupancy expenses of (\$10,883). Surplus of \$2,721 which is \$11,903 below plan.

2016-2017 SCHOOL YEAR

Enrollment update

Current enrollment is 612 which will allow summer attrition to begin the 2016 school year as full as possible.

Approval of 2016-2017 School Calendar and Waiver Days

Change in calendar requirements from days to minutes was discussed. 2016-2017 school year will begin on August 18, 2016 and end on June 2, 2017. This start date adds 2 days to the calendar and students will risk enrollment if they do not attend. This calendar includes:

- 191 teacher work days.
- 178 instructional days.
- 25 student/teacher holidays.
- 5 student holidays (teacher work-days).
- Total minutes are 76,845 with 75,600 being required.

Pam Pigman made a **motion** to accept this calendar as presented and attached. Patty Potter seconded the motion and the motion was passed unanimously.

Approval of Revisions to the Student Handbook

Robert Ramirez and Vicki Sendejo reviewed the proposed changes to the Student Handbook. Patty Potter made a **motion** to approve the attached changes to the Student Handbook. Susy Weaver seconded the motion and the motion was passed unanimously.

Approval of Instructional Materials Allotment and TEKS Certification

Debra Million made a **motion** to approve Chapel Hill Academy's intent to utilize the instructional allotment from TEA to purchase materials only as allowed by TEC 31.004 and that cover all elements of the Texas Essential Knowledge and Skills (TEKS). Pam Pigman seconded the motion and the motion passed unanimously. Form will be submitted for appropriate signatures.

Board Training Options

Nancy Burmaster reviewed several options for the board members to fulfill their training requirement. Nancy will register members for appropriate and adequate on-line, on-demand trainings.

Next Board Meeting: June 15, 2016

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