



## Texas Center for Arts + Academics

### Minutes

#### TCA+A Special Session of the Board - Hold Date In Case Urgent Action is Needed

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##### **Date and Time**

Tuesday April 26, 2022 at 6:00 PM

##### **Location**

Kathleen E. Connors Theater  
Texas School of the Arts (TeSA)  
6025 Village Parkway  
Edgecliff Village, TX 76134

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**In-person Meeting Return:** *Governor Abbott's March 2020 order temporarily suspending certain provisions of the Open Meetings Act due to the COVID-19 pandemic disaster expired August 31, 2021. Consequently, **TCA+A Board Meetings** will return to in-person meetings at Texas School of the Arts.*

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##### **Directors Present**

Charles Reid, Daniel Bates, Leslie Scott, Mary A. Zimmerman

##### **Directors Absent**

Leslie Wade, Melissa Goodroe

##### **Ex Officio Members Present**

Paul Gravley

##### **Non Voting Members Present**

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Paul Gravley

### **Guests Present**

Anika Perkins, Betsy Compton, Janelle Grau, Lauren Whitson, Luke Byford, Monica Sheehan, Penny Clay, Sheyna Ferraro, Tommy Fisher

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Daniel Bates called a meeting of the board of directors of Texas Center for Arts + Academics to order on Tuesday Apr 26, 2022 at 6:08 PM.

### **B. Record Attendance and Guests**

## **II. Public Comments**

### **A. Public Comments**

- No Public Comments were made.

## **III. Consent Agenda**

### **A. Approve March 22, 2022 Minutes**

Leslie Scott made a motion to approve the minutes from TCA+A Board Meeting on 03-22-22.

Mary A. Zimmerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Finance Statements**

Charles Reid made a motion to approve the March 2022 Finance Statements.

Leslie Scott seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. Finance**

### **A. Audit Engagement Letter**

- Janelle Grau, Finance Director explained:
  - For the year ending August 31, 2022
  - Same price as last year
  - Interim Audit held in June likely remote

- Final Audit would be in November and prepared for the January 2023 Board Meeting

Mary A. Zimmerman made a motion to approve the Audit Engagement Letter.

Charles Reid seconded the motion.

The board **VOTED** unanimously to approve the motion.

## V. Academics

### A. TeSA Student Handbook 2022-2023

- Betsy Compton, TeSA Principal explained:
  - Changes ran through site based committee which consist of teachers and staff
  - Page Numbers were updated
  - Pulled drop off and pick up map out until we know what that will look like in August with the construction next door
  - Technology and Internet Usage - corrected typos and rearranged the order of it
  - Dress Code -
    - PTO will no longer be handling the PE and Dance uniforms, Flynn O'hara Uniforms will provide these
    - clarified ballet shoe color
    - specified free dress regarding shorts
  - Curriculum section - Kindergarten and First Grade grading policy was added
  - Updated language in filming section - i.e. streaming vs VHS tapes
  - Updated language in health clinic section - changed from fever free to symptom free
  - Updated title of Nutrition Program to reflect the addition of breakfast and added a "TeSA reserves the right to increase cost of meals" sentence

Mary A. Zimmerman made a motion to approve the TeSA Student Handbook 2022-2023.

Leslie Scott seconded the motion.

The board **VOTED** unanimously to approve the motion.

### B. TeSA Special Services Handbook 2022-2023

- Betsy Compton, TeSA Principal explained:
  - First time this has existed
  - Where possible we used TEA language
  - Where we had options, we created language specific to TeSA
  - This puts all special populations and services' information in one place for parents and teachers

Charles Reid made a motion to approve the TeSA Special Services Handbook 2022-2023.

Mary A. Zimmerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. FWAFA Student Handbook 2022-2023**

- Anika Perkins, Chief Academics Officer explained:
  - Student Health Clinic - Nurse Kay rearranged order of content to make more sense for parents

Charles Reid made a motion to approve the FWAFA Student Handbook 2022-2023.

Leslie Scott seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. TCA+A Personnel Handbook 2022-2023**

- Paul Gravley, CEO explained:
  - All changes involve holidays and vacation time
  - Updated holiday dates for the 2022-2023 school year
  - Section 4.2 updated to match our fiscal year and changed five year policy regarding third week of vacation to read any time of year with approval instead of May - September
  - Board will approve handbook with the addition of the word 'consecutive'

Mary A. Zimmerman made a motion to approve the TCA+A Personnel Handbook 2022-2023.

Charles Reid seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **E. TeSA Personnel Handbook 2022-2023**

- Paul Gravley, CEO explained:
  - Updated holiday dates for the 2022-2023 school year
  - Added verbiage for 11-month and 12-month employees
  - Board will approve handbook with the addition of the word 'consecutive'

Charles Reid made a motion to approve the TeSA Personnel Handbook 2022-2023.

Mary A. Zimmerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. FWAFA Personnel Handbook 2022-2023**

- Paul Gravley, CEO explained:
  - Updated holiday dates for the 2022-2023 school year
  - Added verbiage for 11-month and 12-month employees

- Board will approve handbook with the addition of the word 'consecutive'

Leslie Scott made a motion to approve the FWAFA Personnel Handbook 2022-2023.

Mary A. Zimmerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

## G. TeSA EMAT Allotment & TEKS Certification

- Anika Perkins, Chief Academics Officer explained:
  - Instructional Materials purchased through our TEA EMAT Allotment
  - As a campus, we have to verify how much money we have, how much money we spent, and provide a Certification report outlining what TeSA proposes to spend on Instructional Materials
  - Remaining Allotment \$7,595.00 - certification report proposes what they are going to use this money for

Charles Reid made a motion to approve TeSA's EMAT Allotment & TEKS Certification.

Mary A. Zimmerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

## H. FWAFA EMAT Allotment & TEKS Certification

- Anika Perkins, Chief Academics Officer explained:
  - Instructional Materials purchased through our TEA EMAT Allotment
  - As a campus, we have to verify how much money we have, how much money we spent, and provide a Certification report outlining what FWAFA proposes to spend on Instructional Materials
  - Remaining Allotment \$100,597.85 - certification report proposes what they are going to use this money for

Charles Reid made a motion to approve FWAFA's EMAT Allotment & TEKS Certification.

Leslie Scott seconded the motion.

The board **VOTED** unanimously to approve the motion.

## VI. CEO Report

### A. Updates

- Paul Gravley, CEO updates:
  - Many performances left on both campuses, please attend if possible
  - MS Production of Agatha Rex was fantastic
  - Musical Theatre Cabaret - a great tribute to the late Stephen Sondheim
  - FWAFA's Elementary Choir & CCT concert was a packed show
  - TeSA's Kindergarten Kitty Cat Capers was a full 30-35 production where the kids had all their lines and songs memorized and 1st Grade did Arf! the Musical - huge shoutout to TeSA's fine arts staff and the students

- FWAFA's Commencement is May 23, 2022 at 7pm at Doxology Bible Church
- August 27th is our annual Gala
- Award Nominations from Broadway Dallas, Betty Lynn Buckley, and Schmidt & Jones total around 31 for FWAFA's Joseph and the Amazing Technicolor Dreamcoat and As you Like It

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:09 PM.

Respectfully Submitted,  
Daniel Bates

### **B. CERTIFICATE AS TO POSTING OR GIVING OF NOTICE**

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## **Documents used during the meeting**

- FWAFA-March 2022.pdf
- Cash Analysis Board - March 2022.pdf
- TESA-March 2022.pdf
- TCA+A - March 2022.pdf
- Audit engagement letter-4-19-2022.pdf
- 2022-2023 TeSA Student Handbook draft.pdf
- TeSA 2022-2023 Student Handbook Recommended Changes.pdf
- 2022-2023 TeSA Special Services Handbook.pdf
- 2022-2023 FWAFA Student Handbook draft.pdf
- TCA+A Track Changes.pdf
- 2022-2023 TCA+A Personnel Handbook draft.pdf
- 2022-2023 TeSA Personnel Handbook draft.pdf
- TeSA Track Changes.pdf
- 2022-2023 FWAFA Personnel Handbook draft.pdf

- FWAFA Track Changes.pdf
- TeSA EMAT Allotment Report.pdf
- 2022-2023 TeSA Allotment TEKS Certification Response Summary.pdf
- FWAFA EMAT Allotment Report.pdf
- 2022-2023 FWAFA Allotment TEKS Certification Response Summary.pdf