APPROVED

TEXAS CENTER FOR ARTS + ACADEMICS

Texas Center for Arts + Academics

Minutes

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

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

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.*

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

Directors Absent
Leslie Wade, Melissa Goodroe

Ex Officio Members Present
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

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