



## Harmony Public Schools

### Minutes

May 18, 2019 Board Meeting

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**Date and Time**

Saturday May 18, 2019 at 12:00 PM

**Location**

9321 W. Sam Houston Pkwy S. Houston TX 77099

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Items will not necessarily be discussed or considered in the order they are printed on the agenda above. If, during the course of the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Texas Open Meetings Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

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**Directors Present**

D. Morales, E. MacDonald, H. Koc, H. Stewart, O. Celepcikay, O. Kanlioglu

**Directors Absent**

C. Keskin

**Guests Present**

C. Lambert, D. Polat, F. Ay, K. Camuz, M. Baca, M. Bayar, M. Schneider-Vogel, N. Bayhan, O. Ozer, U. Alpaslan

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**I. Opening Items**

**A. Call the Meeting to Order**

O. Celepcikay called a meeting of the board of directors of Harmony Public Schools to order on Saturday May 18, 2019 at 12:01 PM.

**B. Record Attendance and Guests**

**C. Public Comments**

None.

**D. Consideration of Student Expulsion Appeal**

Dr. Celepcikay announces that board members will be going into closed session as permitted by Texas Open Meeting Act Chapters 551071 and Chapters 551074.

Closed Session begins 12:01 PM

Dr. Celepcikay starts regular session at 12:38 PM.

Dr. Celepcikay states in closed session there was no action was taken.

H. Stewart made a motion to Uphold the decision by the administration of Harmony School of Endeavor.

D. Morales seconded the motion.

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

**II. Consent Agenda**

**A. Approval of Previous Board Meeting Minutes for April 20, 2019**

D. Morales made a motion to approve minutes from the April 20, 2019 Board Meeting on 04-20-19 April 20, 2019 Board Meeting on 04-20-19.

H. Stewart seconded the motion.

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

**III. Finance**

**A. Review of HPS Quarterly Investment Board Report of March 31, 2019**

Dr. Bayhan presents HPS Quarterly Investment Board Report as of March 31, 2019 to the board. He informs the board there are not many changes to investments this quarter and states the earnings are 538K. HPS total investments is 82M and no interest increase is expected.

Dr. Celepcikay states this is a review item and was reviewed in the Finance Committee Meeting as well.

## **B. Review and Consider Approval of Underwriting Firms for Upcoming**

Dr. Bayhan presents Approval of Underwriting Firms for Upcoming Harmony Public Schools Bond Transactions. According to policy underwritings are approved by our board upon recommendation from CFO. We received six proposals and my recommendation upon review is to work with BB&T as book runner and Baird and RBC as co-manager. Normally if we have 50M bond sale we have one underwrite but if more than 60M we have two co-managers which is why we are going with both but our underwriter will be BB&T book runner.

Dr. Celepcikay asks if this moment do we have an identified plan to sell bonds and Dr. Bayhan states at this time we do not.

D. Morales made a motion to approve the Underwriting Firms for Upcoming Harmony Public Schools Bond Transactions.

H. Stewart seconded the motion.

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

## **C. Consider Approval/Ratification of the Minutes and of the Actions**

Dr. Bayhan presents the minutes and actions of the Finance Committee meeting that was held on May 3, 2019. There were two review items which included Financial Statements and Investment Board Report. We also reviewed underwriting firms and approved contracts above 250K on purchases for school furniture and updating the security camera systems. The committee reviewed and approved contract awards for the RSP no. HPS20192020\_SPCS to procure strategic planning consultant services to Bellwether Education Partners, Inc, and approval of the construction bid award for the HSI Waco Classroom Conversion project to Mazanec Construction. There was a closed session item for real estate matters and the finance committee approved the purchase, lease, lease renewal/extension/amendment, sublease, or sell land/real property for school/office facilities in Greater Houston and Austin areas as discussed in executive session and authorized the CEO or his designee to negotiate, finalize, and execute the agreement(s) and documentation relating to same as discussed in closed session

D. Morales made a motion to approve the Minutes and of the Actions of the Finance Committee Meeting on May 3, 2019.

H. Koc seconded the motion.

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

## **IV. Academic**

### **A. Consider Approval/Ratification of the Minutes and of the Actions**

Dr. Ozer presents the minutes and actions of the Academic Committee meeting that was held on May 3, 2019. There was one agenda item "reading programs at Harmony." Harmony has a big initiative starting next year which is to increase the reading time at all campuses. There were several discussions with stakeholders and a reading committee

that met regarding this issue. The committee consisted of Area Superintendents, Central Office personnel, teachers, and reading specialists. Currently Harmony has a reading program called MyOn and the committee looked into this as well as another program called Raz-Plus and the committee decided to go with the Raz-Plus program. The strengths are available technology and books and would also like to utilize parent support. One strategy is to have classroom libraries and the teacher will check out books to students. New reading materials have been purchased for K-12 students and this will give more access to students. The committee discussed creating suggested book lists for classroom libraries and incentives that can be put in place all levels. Our hope is that the lexile/reading level for all students will increase as well as a joy for learning.

Ms. Morales asks if we have libraries at our schools and Dr. Ozer states that we do have a library at each campus and that some teachers have small classroom libraries as well.

Dr. Ozer also states that our hope is to have 300 books for each grade level so students can use and take turns reading them. Mr. Ay states that all Elementary campuses have stand alone libraries but secondary campuses have classroom libraries which is the model they adopted. Dr. Ozer states that the current software programs of MyOn and now Raz-Plus allows students to read through their computers and chromebooks as well. We also wanted to provide hard copy books as well.

Mr. Stewart states how important it is for students to also have hard copies of books and being able to sit aside to read a hard copy has important benefits. Ms. Morales agrees with this and states you can't hug a computer like you can a book.

H. Koc made a motion to approve the Minutes and of the Actions of the Finance Committee Meeting on May 3, 2019.

O. Kanlioglu seconded the motion.

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

## **V. Other Business**

### **A. Consider Approval/Ratification of the Minutes and of the Actions**

Dr. Celepcikay presents the meeting minutes and actions of the Governance Committee meeting on May 3, 2019. All members were present besides Dr. Koc due to a conflict of schedule. The first agenda item discussed was board meeting agendas and it was recommended to place committee meetings in consent agenda. Board members will be able to review prior to the board meeting and can request any item to be placed in the regular item if they see fit. The second agenda item was review of bylaws and the committee reviewed the following: Records, Annual Report, Fiscal Year, Indemnification, Amendments to bylaws, Legal Authorities Governing Constructions of Bylaws, Legal Construction, Seal, and Statement of Non-Discrimination. The third and final item was an action item regarding the nomination of a new board member as Mr. Keskin would be leaving the board. The committee reviewed Dr. Osman Nal's biography and he was the only person with finance background from the board and the governance committee

voted unanimously to nominate Dr. Nal as a board member. Dr. Celepcikay, Dr. Koc and Mr. Ay hosted Dr. Nal at Central Office and it went well.

Dr. Kanlioglu asks if there will be any summaries regarding the committee meetings being placed in the consent agenda. Dr. Celepcikay states he can ask the executives to provide a one page summary regarding their committee meetings. Dr. Celepcikay states that if there is a specific item in the committee that a board member wants to review they can ask for it to be placed into the agenda.

Dr. Kanlioglu asks if the by-laws will be reviewed at the next board meeting and Dr. Celepcikay states they will be reviewed by Merri, however this is a technical document and is most of the work should be done by legal.

Mr. Ay states that starting next month we will start providing a one page summary for the committee meetings for the board to review.

Dr. Kanlioglu asks if they are going to continue working with LoneStar regarding training and Dr. Celepcikay informs him that the governance committee will do the leg work regarding setting up trainings and bring it to your attention.

O. Kanlioglu made a motion to approve the minutes and actions of the Governance Committee Meeting held on May 3, 2018.

E. MacDonald seconded the motion.

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

#### **B. New Board Member Election for HPS Board**

Dr. Celepcikay presents the new Board Member Election for HPS Board. The board reviews the biography of Dr. Osman Nal whom is an education entrepreneur who runs very successful K-12 learning centers teaching SAT, English, Programming, and preparing students to various state and national competitions in the greater Houston area. Dr. Nal worked as a financial advisor and has served as a treasurer for various non-profits.

O. Celepcikay made a motion to nominate and appoint Dr. Osman Nal as a board member for Harmony Public Schools Board of Directors.

E. MacDonald seconded the motion.

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

#### **C. Approval of Resolution to File a Non-Expansion Charter**

Ms. Baca presents the approval of resolutions to file a non-expansion charter amendment for name changes for Harmony Science Academy Waco, Harmony School of Business Dallas, and Harmony School of Nature and Athletics Dallas. She states the reason is to follow our name patten to assure they align with our name patterns.

Dr. Celepcikay asks what the names will change to and Ms. Baca states the Business campus will turn to Harmony Science Academy Dallas , Nature and Athletics will be Harmony School of Excellence Dallas, and Harmony Science Academy Waco will be Harmony School of Innovation Waco.

Dr. Kanlioglu asks if there is a pattern depending on if it is elementary or high school and she states no it is based on what campus was first established.

D. Morales made a motion to approve the resolution to file a non-expansion amendment to Change the School Names for the following campuses under Harmony Science Academy – Waco Charter (161-807), Harmony School of Business – Dallas, and Harmony School of Nature and Athletics - Dallas.

H. Stewart seconded the motion.

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

#### **D. Approval of Adoption of HPS Facility Use Policy**

Mr. Alpaslan presents the adoption of HPS Facility Use Policy. He informs the board with this new policy it would allow our campuses to use their facilities for athletic events. An example includes allowing Houston Rockets players the ability to host summer campus using our gymnasiums. Also our supporting organizations will be able to offer their school programs. We would delegate our superintendents to set the procedures and would give them the authority to design fees, schedules, etc.

Dr. Kanlioglu asks what the motivation is for this. Mr. Alpaslan states that we currently do not allow use of the facilities and gymnasiums for anything but school use and would like to open up athletic facilities for athletic events.

Dr. Celepcikay asks if this would give our CEO the responsibility to oversee and Mr. Ay states he would set the procedures and it would then be set by the Area Superintendent.

Dr. Koc asks if they will be able to see the procedure once it is set and Mr. Ay states they can provide a copy to the board members.

H. Stewart made a motion to approve the adoption of HPS Facility Use Policy.

D. Morales seconded the motion.

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

#### **E. Approval of Revisions to the following Policies and Student and Parent**

Mr. Alpaslan presents approval of revisions to the following policies and student and parent and Employee Handbooks Accordingly:

3.25 Student Discipline Expulsion, 3.30 Student Rights and Responsibilities Parent and Student Complaints and Grievances, 4.6.1 Employee Complaints and Grievances - Campus Level Staff, 4.6.2 Employee Complaints and Grievances - Central Office Staff, and 4.6.3 Employee Complaints and Grievances - Cluster Level Staff. Mr. Alpaslan informs the board with the guidance of our legal counsel Merri we are requesting changes

to be made to make it consistent regarding our expulsion and grievance process as well as more clear for our parents and employees. In regards to expulsions we are adding an appeal level which would be to the superintendent of schools before coming to the board.

Dr. Koc asks to clarify regarding the levels and Mr. Alp states first level is campus principal, second level district/area superintendent, third level is superintendent of schools/CEO, and fourth level is board.

Dr. Kanlioglu asks how we will inform our parents about the changes and Mr. Alpaslan states it will be in the handbook for our students and parents. In regards to our staff it will be in placed into the staff handbook.

Dr. Celepcikay states that this will again require board members to review materials ahead of time as we will receive mostly written materials and upon review the board may request the presence of the individual and administration. He states this is a strong recommendation from Merri as well as our CEO.

Dr. Kanlioglu requests a cover page with a summary. Dr. Celepcikay states that will be the change as the parent and administration will be able to give a written summary.

H. Stewart made a motion to approve Revisions to the following Policies and Student and Parent and Employee Handbooks Accordingly: i. 3.25 Student Discipline Expulsion ii. 3.30 Student Rights and Responsibilities Parent and Student Complaints and Grievances iii. 4.6.1 Employee Complaints and Grievances - Campus Level Staff iv. 4.6.2 Employee Complaints and Grievances - Central Office Staff v. 4.6.3 Employee Complaints and Grievances - Cluster Level Staff.

E. MacDonald seconded the motion.

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

## **VI. Closing Items**

### **A. Closing Remarks**

None.

### **B. Adjourn Meeting**

D. Morales made a motion to adjourn the meeting.

H. Stewart seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:24 PM.

Respectfully Submitted,  
C. Lambert