



Board Meeting Minutes  
May 6, 2021 at 12:00 p.m.

**ATTENDING:**

Dr. Yanira Oliveras-Ortiz, Dr. Michael Odell, Mr. Tim Kennedy, Mr. Jeffrey Kennemer, Ms. Angela Wright, Dr. Jo Ann Simmons, Lynn Harris, multiple directors, staff and parents.

**OPENING:**

The board meeting of the UT Tyler University Academy was called to order at 12:00 p.m. by Dr. Oliveras-Ortiz on Thursday, May 6, 2021 via Zoom teleconferencing.

**1. Call to Order:**

Dr. Oliveras-Ortiz confirmed a quorum of 5 Board members were present.

**2. Pledge:**

Pledge of Allegiance to the American Flag  
Pledge of Allegiance to the Texas Flag

**PUBLIC COMMENTS:**

**3. Open for Public Comment:**

There was a registrant for public comment, but the person did not attend the call. Dr. Oliveras-Ortiz reminded participants of the process to register for public comment.

**ACTION ITEMS:**

**4. Consent Agenda**

- Previous Minutes, March 4, 2021. No comments or review were made.  
1<sup>st</sup> motion: Mr. Kennemer, 2<sup>nd</sup> motion: Mr. Kennedy. Motion passed 5-0.

**5. Request Approval of Revised 2021-2022 District Calendar**

- Dr. Simmons explained that due to available funding options through the Additional Day School Year (ADSY) program, and the need to recoup learning loss with students, the charter will be hosting summer programming. In order to be eligible for funding, the calendar must represent a full 180 days of instruction and that the currently waived Staff Develop Days do not meet this requirement. This will allow funding for K-5 attendance for up to 30 additional days per calendar year. She explained that the teachers' 192 days would not be impacted and that we shortened PD days at the start of the year, as well as removed 2 PD days within the school year to accommodate their appointments. During this transition period the 30 days would be split between Summer 2021 and Summer 2022 with funding occurring in Fall 2022.
- 1<sup>st</sup> Motion: Dr. Odell, 2<sup>nd</sup> motion: Mr. Kennemer; passed 5-0.

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## 6. Request Approval of Policy Updates

- PG – 1.2 Board Authority, Roles, and Responsibilities
  - It was explained that this model policy had been in the UT Tyler Legal Office for review as it outlines the different roles between UT Tyler, the charter holder, and UT Tyler University Academy, the charter school, and its secondary board. It outlines the responsibilities of each.
  - 1<sup>st</sup> Motion: Ms. Wright, 2<sup>nd</sup> motion: Mr. Kennemer; passed 5-0.
- PG – 1.9 School Property
  - It was explained this model policy had been with UT Tyler Legal Office to address the ownership of real property since the charter school is a department within the larger entity, for which the department does not own the school facilities or other real property. All property is that of UT Tyler.
  - 1<sup>st</sup> Motion: Ms. Wright, 2<sup>nd</sup> motion: Mr. Kennedy; passed 5-0.

## 7. Request Approval of IMA Allotment and TEKS Certification

- Ms. Chesnut explained that the documentation and report has changed formats, but that this report is required annually to certify the grades/subjects for which instructional materials will be supplied for.
- 1<sup>st</sup> motion: Mr. Kennemer, 2<sup>nd</sup> motion: Ms. Wright. Motion passed 5-0.

## 8. Request Approval of Superintendent Appointment to Region 7 Advisory Committee

- Dr. Simmons and Ms. Chesnut explained that this allows Dr. Simmons to represent the charter at the Region level, providing input and feedback as a member of the committee.
- 1<sup>st</sup> motion: Mr. Kennedy, 2<sup>nd</sup> motion: Dr. Odell. Motion passed 5-0.

## 9. Request Approval of Budget Amendments for 2020-2021

- Ms. Chesnut requested a budget amendment for the general fund to accommodate the installation of a new security camera and buzzer in UA5 as well as to increase Food Service to account for a change in job duties of an employee previously covered under other functions.
- 1<sup>st</sup> motion: Dr. Odell, 2<sup>nd</sup> motion: Mr. Kennemer. Motion passed 5-0.

## INFORMATIONAL ITEMS:

### 10. Superintendent Report

- School Safety and Security Committee Update
  - Ms. Aimee Dennis reported that the committee met to adopt the district level Emergency Operating Procedures addressing evacuations, psychological/physical needs, hazardous weather, etc.
  - The EOP was submitted to the State for required review and it passed with no need for revisions at this time. A more in depth review will be conducted by the State soon.
- Financial Updates
  - Ms. Chesnut went over current 2020-2021 budget figures.
  - Explained that Food Service is in the negative currently, but that it is always subsidized by transferring funds from the general fund after the completion of the school year. Labatt dropped our service due to low quantities and we have had to secure purchases of dry goods for the entire year rather than as needed to get the better pricing on our final order. We have also had to purchase shelf safe milk at a higher rate as a result. Hoping new food options that are being explored for 2021-2022 may limit our need to subsidize moving forward.

- ESSER III Notice
  - Ms. Krier explained that the state has released ESSER III funding and that 2/3 is available now, totaling approximately \$400,000 with another 1/3 (\$200,000) available soon. It must be used by September 2024 and requires stakeholder engagement to apply. It is intended to support COVID related costs and to recoup learning loss. It will not have the supplement not supplant rule applied, meaning more flexibility in our spending options. As such the Board must be aware this is a one-time available funding and that planning for long-term is important to prevent experiencing a fiscal cliff. Dr. Odell mentioned infrastructure is covered, but this does require prior approval from TEA and is not for general construction, but specifically for HVAC and other items to improve air quality as a preventative measure for COVID.
- Enrollment and Attendance Updates
  - 68 remote students out of 812; 39/315 in Tyler, 14/252 in Longview, and 15/245 in Palestine.
  - Attendance rate at 97.84%
  - Special thanks to PEIMS and Attendance Clerks, the paperwork has nearly tripled to account for attendance through remote engagement.
- Admission/Timeline Review
  - Dr. Simmons went over the lottery and admissions process and the public timeline posted for parents and recruits. A change was made to the district's July office closure as a result of hosting summer programming. Offices are closed to the public the week of July 5<sup>th</sup>.
- Administrative Updates
  - Graduation will be in-person and hosted at the HPC as planned on May 29<sup>th</sup> at 10:30 a.m. Dr. Swain will be the guest speaker along with Dr. Calhoun (President) giving closing remarks. There will be a videographer with custom video posted to YouTube and a photographer for the still photos. There will be no live streaming. Masks will be required and social distancing encouraged, with bleachers being used on both sides to allow for more spacing.
  - Dr. Simmons explained that Food Service and providing lunch options has been difficult, kitchen remodel originally quoted at \$100,000+ and now over \$300,000 due to COVID and construction costs. She has met with university's provider, Sodexo, and hope to get help from them to offer hot lunch option, at least in Tyler. We will not be moving forward with renovations due to total cost once add in personnel, etc. Dropping the NSLP is an option to open up our options, but we would still have to supply free/reduced options for eligible students. We are obligated to run a breakfast option due to having over 10% economically disadvantaged students at each campus.
  - This Summer Palestine is getting the brick façade and sports court completed with donations from the development board; UA is also working on science lab there to eliminate need for TVCC or transportation to UT Tyler for dual credit sciences. Tyler will have the water main replaced as well as a canopy installed over the walkway to UA5. The Conference rooms in Tyler and Palestine will also be converted into 3 rooms for offices and teacher work spaces.
  - Teacher appreciate week is happening now. Nurse appreciation day, special thanks to Nurse Mackey who has had her workload triple as a result of COVID. A new Licensed Professional Counselor is being hired to address mental health of our students, they will support interns from UT Tyler, candidates are currently being interviewed. Palestine Campus Director, Ben Moran, has resigned to go back to teaching and we will begin recruitment efforts once posted by HR. Currently interviewing and hiring for teacher vacancies at each campus.
  - Dr. Odell noted that next year (2021-2022) will be our 10<sup>th</sup> anniversary and we need to celebrate.
  - Simmons noted she is looking forward to getting back to normal, and our model/vision.
  - Ms. Wright asked about waitlists; once the May 3<sup>rd</sup> deadline passes for those offered admissions through the lottery, we will begin reaching out to those on the waitlist for any remaining openings.

#### 11. Motion for Adjournment:

1<sup>st</sup> motion: Mr. Kennemer, 2<sup>nd</sup> motion: Dr. Odell. Motion passed 5-0.

Adjournment occurred at 1:07 p.m.

Yanira Oliveras Ortiz

President, UTTUA School Board

DocuSigned by:  
Yanira Oliveras Ortiz  
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7/26/2021

**Certificate Of Completion**

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Subject: Please DocuSign: 5.a.i. Minutes - 06 May 2021pdf.pdf	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 1	Initials: 3
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Jaema Krier
Time Zone: (UTC-06:00) Central Time (US & Canada)	3900 University Blvd
	Tyler, TX 75799
	jkrier@uttyler.edu
	IP Address: 129.114.199.58

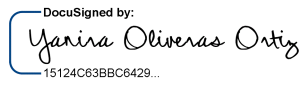
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yoliverasortiz@uttyler.edu  
The University of Texas at Tyler  
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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/26/2021 3:59:54 PM
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Note fc2d05ea-def9-4273-817d-39f402c5d331	Board President Initials
Note d824ebbd-919e-4747-a449-71a14175030e	These minutes were adopted by a quorum during an Open Meeting of the Board.
Name 9d477d16-296a-4eb0-be21-595a87e72593	Yanira Oliveras Ortiz
Title 32d86030-fb7b-4573-b2e8-0dd1027e46e6	President, UTTUA School Board
Note 97740b64-4d48-4511-85db-bf1e909575eb	Board President Initials
Date Signed 4c843796-26c0-4cf2-a341-d0ad42615d25	7/26/2021
Date Signed 05bf3b6e-359d-42fb-8baf-1da68d55c40c	7/26/2021
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