

**MINUTES OF THE WINDHAM SCHOOL DISTRICT
BOARD OF TRUSTEES**

Meeting No. 295

The Windham School District Board of Trustees convened in regular session on Thursday, August 18, 2016, at 11:36 a.m. at the Omni Hotel at Southpark, Austin, Texas.

BOARD MEMBERS PRESENT:

Hon. Dale Wainwright, Chairman
Terrell McCombs, Vice Chairman
Leopoldo (Leo) Vasquez, III, Secretary
Thomas Fordyce
Eric Gambrell
Judge Larry Gist
Pastor Larry Miles
Derrelynn Perryman
Thomas P. Wingate

WINDHAM STAFF MEMBERS PRESENT:

Dr. Clint Carpenter, Superintendent
Paul Brown
Dr. Latreace Craig
Travis Henderson
Amy Lopez
Michael Mondville
Robert O'Banion

CONVENED

Chairman Dale Wainwright, convened the 295th meeting of the Windham School District (WSD) Board of Trustees (Board) on Thursday, August 18, 2016, at 11:36 a.m. in accordance with Chapter 551 of the Texas Government Code, the *Open Meetings Act*. He stated that during the regular session, the Board would conduct business from the agenda posted in the *Texas Register*. A quorum was present and the meeting was declared open.

Judge Wainwright recognized Judge Dale Spurgin from Jones County.

Judge Wainwright reported the WSD Board was committed to providing the opportunity for public presentations on posted agenda topics as well as for public comments on issues within its jurisdiction as provided in Board Rule 300.1. As no speaker registration cards were received by the board staff, no public presentations on posted agenda topics or comments were heard.

CONSIDERATION OF APPROVAL OF CONSENT ITEMS

The Chairman called the Board's attention to the Consent Items on the agenda, which consisted of the minutes of the June 24, 2016, meeting, personal property donations and excused absences.

Chairman Wainwright noted for the record he would abstain from voting on the Consent Items. There being no other comments, objections or amendments to the Consent Items, the Consent Items were approved as submitted.

REPORT FROM THE SUPERINTENDENT

TDCJ Regional Reentry Representatives Tour of Beto Unit Education Facilities

Dr. Clint Carpenter, WSD Superintendent, reported that the district recently provided a tour and overview of education programs at the Beto Unit for representatives of TDCJ's Reentry and Integration Division, strengthening a partnership focused on putting offenders to work.

TDCJ Reentry regional supervisors Troy Johnson of Dallas, Brenda Musgrove of Austin, and Sheri Cogbill of Houston met July 28 with WSD representatives at the Beto Unit. They were accompanied by Beto Unit Warden Norris Jackson. The group observed vocational programs in welding, construction fundamentals, and mill and cabinetmaking. They also interviewed teachers and students about the value and benefits of these programs. The group then visited WSD literacy and behavioral change classes, where academic teachers integrate math, reading, and life skills with employment training provided by Windham's vocational teachers.

When the TDCJ Reentry partners talk to businesses about hiring former offenders, they will have more knowledge about the quality and reach of the training Windham is offering our students. This visit was a great introduction for our guests to these programs. These regional supervisors were very responsive to the difference Windham is making in getting offenders job-ready, asking how they can help and planning to pass this information on to community case managers statewide. We anticipate a very positive and productive bond growing between WSD and TDCJ's Reentry and Integration Division. This definitely leads to more offenders connecting with viable jobs after release – and reducing the rate of recidivism in Texas.

REPORT FROM THE CHAIRMAN, WSD BOARD

Update on the Life Skills Revision Project

Chairman Wainwright reported the Division of Special Programs hosted the Training of Trainers (TOT) July 26-29. The training was part of Phase III of the Life Skills revision project that began last September.

Lead researchers from Texas Tech, involved in the revision of our Life Skills curricula, conducted the training on site at the WSD administrative complex. The audience consisted of approximately 15 teachers and academic specialists who were selected to assist with the training and implementation of the revised curricula. During the training, researchers trained participants on the *Risk, Needs and Responsivity* (RNR) model. To address *Risk*, WSD will offer intensive human services to moderate and higher risk students. To address *Need*, WSD will target criminogenic needs or the most dynamic risk factors associated with crime. To address *Responsivity*, staff will match the interventions and strategies to the student's learning styles.

RNR is not a program. It is a group of principles that will guide what is done in the CHANGES and the Cognitive Intervention Program. Adherence to the RNR principles will ensure an effective program. Research from more than 50 meta-analysis has shown as much as a 30% reduction in recidivism by adherence to the principles of RNR.

At the conclusion of the training, participants had an understanding of the model for the WSD program as well as an understanding of the importance of maintaining the integrity of the program and focusing on student outcomes.

During the upcoming months, the trainers will share the knowledge learned from their TOT session with WSD CHANGES and cognitive teachers across the state.

DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING THE WSD BUDGET AND SALARY SCHEDULE FOR 2016-2017

Paul Brown, WSD Chief Financial Officer, thanked the Board members for the opportunity to meet with each of them to discuss the budget for the 2016-2017 school year. He also thanked them for their questions and comments, but most of all for their words of encouragement and support of WSD's mission.

Mr. Brown reviewed some of the highlights of the 2016-2017 budget. The all funds revenues decreased for 2017 by 3.1 percent to \$58,847,853. The \$1.9 million decrease in revenue is primarily due to receiving more funding in the first year of the biennium and less the second year in the Texas Education Agency (TEA) B.2.4 strategy. The TEA budgeted grant funds increased slightly with a decrease in the Title I funding and an increase in the IDEA – B funding. The MOU's with TDCJ remained the same.

The all funds budgeted expenditures decreased for 2017 by \$325,300 to \$65,404,948. This budget includes approximately \$2.1 million in one-time expenditures for resources that will be used over the next several years, primarily in instruction. These funds will help the district target many of the strategic planning goals this year which include:

- The purchase of computer-assisted instructional materials that will be implemented for the higher level students who are preparing for the GED or high school equivalency.
- The continuation of vocational initiatives, including the expansion of vocational opportunities in the state jails.
- Purchase of new reading materials for the lowest level readers.
- Increase in year round school due to the success of the summer school pilot this year.
- Purchase of mobile lab equipment for the computer-based testing of the GED or high school equivalency.
- Expansion of the TDCJ/WSD apprenticeship partnership that is recognized by the U. S. Department of Labor.

Mr. Brown said the overall full time equivalents (FTEs) increased by 4.4 FTEs from the 2016 budget. The remaining pages of the budget reflect the different salary plans which have remained the same as the 2015-2016 school year.

Terrell McCombs asked where the district stood as far as the vacancy rate.

Mr. Brown responded that as of the end of July there were 96 vacancies. This is significantly better than earlier in the school year.

Judge Larry Gist moved that the WSD Board of Trustees approve the WSD Budget and Salary Schedule for 2016-2017 as presented.

Leo Vasquez seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
ADOPTION OF AMENDMENTS TO WINDHAM BOARD RULE 300.1, PUBLIC
PRESENTATIONS AND COMMENTS TO THE WINDHAM SCHOOL DISTRICT
BOARD OF TRUSTEES**

Michael Mondville, WSD General Counsel, said at the last meeting the Board approved publication of the proposed amendments to this rule and that was done in the July 8th issue of the *Texas Register*. During the 30-day period after publication, no public comments were received on the amendments.

Mr. Mondville asked for Board approval of the order adopting Windham Board Rule 300.1 as amended and published.

Pastor Larry Miles moved that the WSD Board of Trustees adopt WSD Board Rule 300.1, regarding Public Presentations and Comments to the Windham School District Board of Trustees as published in the Texas Register and that the Chairman sign the order to this effect.

Judge Gist seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
PROPOSED AMENDMENTS TO WINDHAM BOARD RULE 300.2, WINDHAM
SCHOOL DISTRICT BOARD OF TRUSTEES OPERATING PROCEDURES**

Mr. Mondville said the proposed amendments to Windham Board Rule 300.2, regarding Board committee meetings, allow the committee meetings to be conducted through video conferencing. This change would conform to the requirements of the *Open Meetings Act*. Mr. Brown determined there will be no financial impact on the district with the adoption of these amendments. Mr. Mondville recommended that these be published in the *Texas Register* for public comments as required.

Derrelynn Perryman moved that the WSD Board of Trustees approve for publication in the Texas Register the proposed amendments to Windham Board Rule 300.2, Windham School District Board of Trustees Operating Procedures, as presented.

Pastor Miles seconded the motion, which prevailed unanimously when called to a vote.

**DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING
REVISIONS TO WINDHAM BOARD POLICY WBP-07.53, “ADMINISTRATIVE
LEAVE”**

Mr. Mondville said WBP-07.53, “Administrative Leave” is being amended to bring the definitions in line with statutes to reflect the changes made in timekeeping since the change from People Soft to Time Clock and to eliminate redundancies. He asked for approval of the revised policy as presented.

Mr. Fordyce moved that the WSD Board of Trustees approve the revisions to WBP-07.53, “Administrative Leave,” as presented.

Terrell McCombs seconded the motion, which prevailed unanimously when called to a vote.

PRESENTATION ON SUMMER SCHOOL AND BREAK CURRICULUM

Travis Henderson, WSD Evaluation Coordinator, gave an overview of the recent summer school program. During the month of July, summer school classes were held for fourteen days. These classes were held during the time that WSD staff is normally on summer break. Mr. Henderson thanked TDCJ for its help during the time these classes were conducted.

The goals of the week-long courses, were to provide offenders with skills and certifications to help with their employability. This program also allowed WSD to serve some offenders who would normally not be served by the district.

WSD teachers, retired teachers from WSD and public schools, central office staff, principals and counselors were recruited to teach the summer school classes.

The curriculum that was taught included: computer basics, introduction to graphic design, entrepreneurship, anger management and coping skills. The Occupational Safety and Health Administration (OSHA) certification – 10 hour safety course was taught several times during the 14-day period. There will be approximately 900 OSHA certifications from the summer school program. The parenting class was shortened to a two-week class and was conducted as a 30-hour class so the student could receive a parenting certificate that would satisfy Child Protective Services (CPS) requirements in order to retain custody and visitation rights. The Middle Way Parenting Curriculum was used.

The district also worked with Acceleron Learning, a company based out of Dallas, to develop one-week courses on workplace skills, financial literacy and career planning. He gave a brief overview of each of the Acceleron classes.

Mr. Henderson said some of the things that WSD hoped to accomplish through the summer school program were teaching employability skills, helping the offenders gain credentials through classes, and provide other knowledge and skills they will remember and use.

During the scope of the three week summer school program, classes were held on 46 units and there were more than 8,100 class enrollments. Students completing the classes received a certificate and WSD staff is working with the Parole Division to ensure appropriate completions are recorded.

Chairman Wainwright asked what the benefit was of having an OSHA certificate.

Mr. Henderson responded that the OSHA industry certification is used in the majority of industries. Many employers require a potential employee have this certification before an employee starts a job.

Chairman Wainwright asked how much the summer school program cost the district and how WSD paid for the program.

Mr. Brown responded that the district had budgeted \$250,000 in the 2015-16 budget to pay for the summer school program.

Mr. McCombs stated that WSD has requested significantly more than this amount to expand the summer school program for next year, and it is in the budget for the upcoming school year.

Chairman Wainwright thanked everyone for coming to the meeting and reminded them that the next meeting of the WSD Board of Trustees will be Tuesday, October 18, 2016, at the Embassy Suites Hotel in Austin.

RECESSED

The Windham School District Board of Trustees recessed at 12:09 p.m. and reconvened into executive session at 12:36 p.m. which is closed to the public in accordance with the Texas Government Code, Section 551.074. The Windham School District Board of Trustees meeting adjourned at 1:26 p.m.

Chairman*

Secretary*

*Signature on File

Note: Referenced attachments for draft minutes are available upon request. Following approval of the minutes, attachments will be maintained with the signed minutes in the Office of Record.