

Attendees:

- Present: Chair, Dr. Sandra Stewart, Dr. Debbie Price, Courtney Westerkamp
- Non-voting board associates present: Dr. Stacey Edmonson, Dean of SHSU College of Education, Dr. Ronny Knox, SHSU Charter School Superintendent, Rhonda Beassie, TSUS Office of General Counsel and Chrissy Wiegat, TSUS Office of General Counsel, Tessy Rappe, SHSU Assistant Vice President, Finance and Operations, Brytnie Miniel, SHSU Controller's Office

1. Call to Order and Establish Quorum

- Chair, Dr. Stewart called the meeting to order at 3:08 p.m. and noted a quorum was present.

2. Approval of Minutes

- Consideration and approval of Board Minutes for the meeting held October 19, 2017.

3. Superintendent's Report

- Superintendent Knox asked Principal O'Neal to provide campus updates: Principal O'Neal discussed the Cypress Trails UMC site Open House, Brighton Academy's Trunk or Treat event and Parent Teacher Organizations at both these sites. She also stated that site tours at Brighton Academy have resulted in four additional student enrollments.
- Superintendent Knox presented the Texas Education Agency (TEA) Summary for recent visits. As to the First Year Visit Review, there are items bolded in the Compliance Report that need to be addressed before addressing remaining items on the report. Copies were provided to the SHSU administration. Dr. Stewart noted TEA recognized observable strengths and provided positive feedback. Superintendent Knox stated that the TEA grant (?) audit visit also went well, noting TEA stated the curriculum and strategies of the Charter School program looked great and the standards were exceptional.
- Superintendent Knox stated the required Board training is almost complete and the Charter's governance report will be submitted soon. Board member Courtney Westerkamp has six (6) hours of training to complete before Thanksgiving.

4. Recess to Executive Session

- Chair, Dr. Stewart, called the meeting to closed session at 3:21 p.m.

5. Reconvene in Open Session

- Chair, Dr. Stewart, returned the meeting to Open Session at 3:28 p.m.
- Superintendent Knox presented a Non-Expansion Amendment to be filed with TEA. This Amendment
 - 1) Changes the physical mailing address and telephone number for the Charter School;
 - 2) Designates December 1 through February 1 as the enrollment application acceptance period; and
 - 3) Deletes the Art Teacher position from the curriculum in its entirety, which allows the position to be included at a later date.

Upon a motion by Dr. Price and seconded by Courtney Westerkamp, the board unanimously approved the Non-Expansion Amendment to be filed with TEA.

- Superintendent Knox requested approval of the Professional Development Waiver days granted by TEA of November 27, 2017 and March 19, 2018.

Upon a motion by Courtney Westerkamp and seconded by Dr. Price, the board unanimously approved the Professional Development Waiver days granted by TEA.

- Superintendent Knox recommended termination of the Precious Moments Learning Center Lease as the site cannot meet the primary purpose of the Charter due to lack of student enrollment.

Upon a motion by Dr. Price and seconded by Courtney Westerkeramp, the board unanimously approved termination of the Precious Moments Learning Center Lease.

- Superintendent Knox recommended termination of the Pals Activity Center Lease as the site cannot meet the primary purpose of the Charter due to lack of student enrollment.

Upon a motion by Courtney Westerkeramp and seconded Dr. Price, the board unanimously approved termination of the Pals Activity Center Lease.

6. Other

- Superintendent Knox and Principal O'Neal displayed thank you cards from SHSU football players and announced they would be displayed in classrooms.
- Charter School Christmas Dinner will be held at Cilantros in The Woodlands, December 8, 2017 at 7:00 p.m.

7. Upcoming Meeting Date

- Superintendent Knox set the next board meeting for December 14, 2017 at 3:00 p.m. at SHSU.

8. Adjourn

- There being no further business, upon consensus, the meeting adjourned at 3:37 p.m.


Sandra Stewart, Chair
Sam Houston State University Charter School

**Open Meeting – Charter Board Agenda
Sam Houston State University Charter School
December 14, 2017**

The subjects to be discussed or considered, or upon which any formal action may be taken, are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

1. Convene Meeting
2. Approve Minutes
3. Superintendent's Report
 - a. Update on PTOs
 - b. TEA PEIMS Visit
 - c. Campus Updates
 - d. Financial Report
 - e. Update on Academic Process
 - f. Update on Student Attendance
 - g. Update on Pass/Fail Rates
 - h. Update on Potential 2018-2019 sites
4. Executive Session – The board may conduct an Executive/Closed Session pursuant to the following provision of the Texas Open Meetings Act, Texas Government Code Section 551.001, et. seq. All final votes, actions, or decisions will be taken in Open Session.
5. Return to Open Session
6. Discussion and Possible Board Action
 - a. 2018-2019 Academic Calendar
 - b. Lease Terminations
7. Public Comments (Public shall be limited to 3-5 minutes per person.)
8. Adjourn



Superintendent, SHSU Charter School Board

Attendees:

- Present: Chair, Dr. Sandra Stewart, Dr. Debbie Price, Dr. Daphne Johnson, Dr. Diana Nabors
- Non-voting board associates present: Dr. Stacey Edmonson, Dean of SHSU College of Education, Dr. Ronny Knox, SHSU Charter School Superintendent, Rhonda Beassie, TSUS Office of General Counsel and Chrissy Wiegat, TSUS Office of General Counsel, Brytnie Miniell, SHSU Controller's Office, Renee O'Neal, SHSU Charter School Principal

1. Call to Order and Establish Quorum

- Chair, Dr. Stewart called the meeting to order at 3:07 p.m. and noted a quorum was present.

2. Approval of Minutes

- Consideration and approval of Board Minutes for the meeting held November 16, 2017.

3. Superintendent's Report

- At the request of Superintendent Knox, Principal O'Neal presented campus updates:
 - Discussed information pertaining to the Brighton Parent Teacher Organization (PTO) and discussed willingness of other sites to set up separate PTOs.
 - Presented an update on the academic assessment process and chosen portfolio system of teacher evaluations.
 - Provided student attendance rates and pass/fail rates for the second six weeks.
- Superintendent Knox reported the PEIMS Fall submission data audit is complete and has been submitted to the Texas Education Agency (TEA). *See, Attachment 1.*
- At the request of Superintendent Knox, Brytnie Miniell presented a financial report. *See, Attachment 2.*
- Chair, Dr. Stewart, instructed TEA audit reports be uploaded to Charter School website for transparency.
- Superintendent Knox advised Board that there will be no expansion to additional sites for the 2018-2019 academic year. Expansion will be revisited prior to 2019-2020 academic year.

4. Recess to Executive Session

- Chair, Dr. Stewart, called the meeting to closed session at 3:47 p.m.

5. Reconvene in Open Session

- Chair, Dr. Stewart, returned the meeting to Open Session at 4:09 p.m.
- Superintendent Knox requested approval of the 2018-2019 Academic Calendar, which includes switching from a six-week to nine-week grading period.

Upon a motion by Dr. Price and seconded by Dr. Nabors, the board unanimously approved the 2018-2019 Academic Calendar. See, Attachment 3.

- Superintendent Knox requested approval of termination of existing site leases effective as of the end of the 2017-2018 academic year and permission to begin negotiation for new leases with existing sites for the 2018-2020 academic years. Termination and renegotiation of current leases are necessary to address the financial portfolio of Charter School.

Upon a motion by Dr. Nabors and seconded by Dr. Price, the board unanimously approved termination of all current site lease and/or sublease agreements, to include Brighton, Cypress Trails, Greengate and Little Geniuses.

6. Upcoming Meeting Date

- Superintendent Knox announced the next board meeting will be held in January at The Woodlands campus in the evening with proper notice given.

8. Adjourn

- There being no further business, upon consensus, the meeting adjourned at 4:15 p.m.



Sandra Stewart, Chair
Sam Houston State University Charter School

Sam Houston State University Charter School
SHSU - The Woodlands Center
3380 College Park Drive, Room 109
The Woodlands, Texas 77384

Open Meeting – Charter Board Agenda
Sam Houston State University Charter School
January 23, 2018

The subjects to be discussed or considered, or upon which any formal action may be taken, are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

1. Convene Meeting
2. Approve Minutes
3. Charter School Reporting
 - a. Board Appreciation
 - b. Campus Updates
 - c. Financial Report
 - d. Update on Student Attendance
 - e. Update on 2018-2019 Projected Student Enrollment
 - f. Response to Intervention Clause (for student handbook)
4. Discussion and Possible Board Action
 - a. Amend 2017-2018 School Calendar
 - b. Amend 2018-2019 School Calendar
 - c. Budget Amendments
 - d. Proposed Policy Change to Board Policy 400.120 - Health
5. Public Comments (Public shall be limited to 3-5 minutes per person.)
6. Adjourn



Superintendent, SHSU Charter School Board

Sam Houston State University Charter School **Year-to-Date Financial Report Ending December 31, 2017**

420 - Foundation School Program

	Budget	YTD Received/Expended	Balance	Percent Complete
Revenues				
5800 State Program Revenues	1,449,810.00	389,872.00	1,059,938.00	26.89%
Total Revenues	<u>\$ 1,449,810.00</u>	<u>\$ 389,872.00</u>	<u>\$ 1,059,938.00</u>	<u>26.89%</u>
Expenditures				
11 Instruction	1,032,236.00	314,713.81	717,522.19	30.49%
12 Instructional Resources and Media Services				
13 Curriculum Dev. and Instructional Staff Dev.	1,200.00	1,199.62	0.38	99.97%
21 Instructional Leadership				
23 School Leadership	4,600.00	1,808.98	2,791.02	39.33%
31 Guidance, Counseling, and Evaluation Services				
32 Social Work Services				
33 Health Services				
34 Student Transportation				
35 Food Services	43,000.00	11,557.08	31,442.92	26.88%
36 Extracurricular Activities				
41 General Administration	66,774.00	26,275.36	40,498.64	39.35%
51 Facilities Maintenance and Operations	302,000.00	124,793.27	177,206.73	41.32%
52 Security and Monitoring Services				
53 Data Processing Services				
61 Community Services				
71 Debt Services				
81 Fund Raising				
Total Expenditures	<u>\$ 1,449,810.00</u>	<u>\$ 480,348.12</u>	<u>\$ 969,461.88</u>	<u>33.13%</u>

REVENUE OVER (UNDER) EXPENSE

\$ (90,476.12) (6.24%)

*\$6,432.30 is not included in balance column as no local revenue was budgeted.



Sam Houston State University Charter School
COLLEGE OF EDUCATION

Approved for public state membership use only

2018-2019 Projected Enrollment As of 1/23/18

	Kinder	1st	2nd	3rd	4th	5th	Total Projected Per Site:
<i>Brighton Academy</i>	30	28	21	14	13	16	122
<i>Greengate Academy</i>	9	16	12				37
<i>Cypress Trails</i>	4	22	16	15			57
<i>Little Geniuses'</i>	5	4	4				13
<i>Projected Per Grade:</i>	48	70	53	29	13	16	
Total Projected:	229						



Sam Houston State University Charter School
COLLEGE OF EDUCATION

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Special Education Referrals:

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

Contact Person for Special Education Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person:

Phone Number:

Section 504 Referrals:

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person:

Phone Number:

Additional Information:

The following websites provide information and resources for students with disabilities and their families.

- [Legal Framework for the Child-Centered Special Education Process](#)
- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

Sam Houston State University Charter School 2017-2018 Amended Instructional Calendar

DRAFT

S	M	T	W	T	F	S
AUGUST 2017						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2017
 Aug 16 - Professional Development
 Aug 17 - Professional Development
 Aug 18 - Teacher Workday
 Aug 21-25 - Orientation Week
 Aug 28 - First Class Day/Begin 1st six-weeks

September 2017
 Sept 4 - Labor Day Holiday
 Sept 29 - End of 1st 6-weeks

S	M	T	W	T	F	S
SEPTEMBER 2017						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S	M	T	W	T	F	S
OCTOBER 2017						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 2017
 Oct 2-6 - Enrichment Week
 Oct 9 - Begin 2nd 6-weeks

November 2017
 Nov 17 - End 2nd 6-weeks
 Nov 20-24 - Thanksgiving Holiday
 Nov 27 - Teacher Workday
 Nov 28 - Begin 3rd 6-weeks

S	M	T	W	T	F	S
NOVEMBER 2017						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S	M	T	W	T	F	S
DECEMBER 2017						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 2017
 Dec 23 - Begin Christmas Break

January 2018
 Jan 7 - End Christmas Break
 Jan 8 - Teacher Workday
 Jan 15 - MLK Holiday
 Jan 19 - End 3rd 6-weeks
 Jan 22 - Begin 4th 6-weeks

S	M	T	W	T	F	S
JANUARY 2018						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
FEBRUARY 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 2018

March 2018
 Mar 9 - End 4th 6-weeks
 Mar 12-16 - Spring Break
 Mar 19 - Teacher Workday
 Mar 20 - Begin 5th 6-weeks
 Mar 30 - Good Friday Holiday

S	M	T	W	T	F	S
MARCH 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S	M	T	W	T	F	S
APRIL 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 2018
 Apr 2 - Easter Monday Holiday
 Apr 27 - End 5th 6-weeks
 Apr 30 - Begin 6th 6-weeks

May 2018
 May 25 - Holiday
 May 28 - Memorial Day

S	M	T	W	T	F	S
MAY 2018						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S	M	T	W	T	F	S
JUNE 2018						
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2018
 Jun 8 - 1/2 day for students
 June 8 - Last Day of School

July 2018

S	M	T	W	T	F	S
JULY 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Legend

- Teacher Workday
- Staff Development: Student Holiday
- Student and Staff Holiday
- Enrichment Week/Intercession
- Orientation Week
- Begin/End Six Weeks

State assessment dates or windows. Does not include assessment windows.

State mandated testing dates can be found at: <http://www.tea.state.tx.us>

Instructional Days 168.5

1st Semester 79 days
 2nd Semester 89.5 days

Six Weeks Dates:

1st six weeks 24 days (10,800)
 2nd six weeks 30 days (13,500)
 weeks 27 days (12,150) = 25 days (11,250)
 4th six weeks 35 days (15,750)
 5th six weeks 27 days (12,150)
 6th six weeks 27.5 days (12,150) = (12,375)

Teacher Work Days 187

Instructional Minutes = 76,500 = 76,825

DRAFT

Sam Houston State University Charter School 2018-2019 Instructional Calendar

S	M	T	W	T	F	S
July 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July 2018
 July 13 - Teacher Workday
 July 9-12 - Teacher PD
 July 16 - First Day of School

August 2018

S	M	T	W	T	F	S
August 2018						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

S	M	T	W	T	F	S
September 2018						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September 2018
 September 3 - Labor Day
 September 14 - End of 1st Nine-Weeks
 September 17-21 - Enrichment/Intervention
 September 24-28 - Intermission

October 2018
 October 1-5 - Intermission
 October 8 - Begin 2nd Nine-Weeks

S	M	T	W	T	F	S
October 2018						
						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
November 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November 2018
 November 19-23 - Thanksgiving Break

December 2018
 December 20 - End 2nd Nine-Weeks
 December 24-31 - Christmas Break

S	M	T	W	T	F	S
December 2018						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
January 2019						
						5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2019
 January 1-11 - Christmas Break
 January 14 - Begin 3rd Nine-Weeks
 January 21 - MLK Holiday

February 2019

S	M	T	W	T	F	S
February 2019						
						1
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

S	M	T	W	T	F	S
March 2019						
						1
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March 2019
 March 8 - End 3rd Nine-Weeks
 March 11-15 - Enrichment/Intervention
 March 18-29 - Intermission

April 2019
 April 1 - Begin 4th Nine-Weeks
 April 19 - Student/Teacher Holiday
 April 22 - Student/Teacher Holiday

S	M	T	W	T	F	S
April 2019						
						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

S	M	T	W	T	F	S
May 2019						
						4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 2019
 May 24 - End of 4th Nine-Weeks
 May 24 - Last Day of School
 May 27 - Memorial Day/Teacher Holiday
 May 28 - Teacher Workday

June 2019
 June 3 - Teacher PD

S	M	T	W	T	F	S
June 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Legend

	Teacher Workday
	Staff Development: Student Holiday
	Student/Teacher Holiday
	Enrichment/Intervention
[]	Begin/End Nine Weeks
	State assessment dates or windows. Does not include assessment windows.

State mandated testing dates can be found at: <http://www.tea.state.tx.us>

Instructional Days 170

1st Semester 93 days
 2nd Semester 77 days

Nine Weeks Dates:

1st Nine Weeks 44 days (19,800)
 2nd Nine Weeks 49 days (22,050)
 3rd Nine Weeks 39 days (17,500)
 4th Nine Weeks 38 days (17,100)

Campuses:

Teacher Work Days 187

Instructional Minutes = 76,450

Sam Houston State University Charter School

2017-2018 Amended Budget

420 - Foundation School Program
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	Approved Budget	Amended Budget
Revenues		
5800 State Program Revenues	1,449,810.00	1,449,810.00
Total Revenues	\$ 1,449,810.00	\$ 1,449,810.00
Expenditures		
11 Instruction	1,034,581.00	1,032,236.00
12 Instructional Resources and Media Services		
13 Curriculum Dev. and Instructional Staff Dev.		1,200.00
21 Instructional Leadership		
23 School Leadership	4,350.00	4,950.00
31 Guidance, Counseling, and Evaluation Services		
32 Social Work Services		
33 Health Services		
34 Student Transportation		
35 Food Services	44,000.00	41,200.00
36 Extracurricular Activities		
41 General Administration	64,879.00	68,224.00
51 Facilities Maintenance and Operations		302,000.00
52 Security and Monitoring Services		
53 Data Processing Services		
61 Community Services		
71 Debt Services	302,000.00	
81 Fund Raising		
Total Expenditures	\$ 1,449,810.00	\$ 1,449,810.00
 REVENUE OVER (UNDER) EXPENSE	 \$ -	 \$ -



Sam Houston State University Charter School

COLLEGE OF EDUCATION

MEMBER OF THE TEXAS STATE UNIVERSITY SYSTEM

Proposed Policy Change

Propose adding section 6 (below) as new, final section of Board Policy 400.120 – Health.
Change is to comply with legislative changes to Tex. Educ. Code § 38.031

SECTION 6. Notice of Lice

Sam Houston State University Charter School principal or his or her designee at each elementary campus will send a written notice to the parent of a child determined to have lice within 48 hours of the school becoming aware that the student has lice.

Sam Houston State University Charter School principal or his or her designee at each elementary campus will send a written notice to the parents of each child that shares a class with a child that has been determined to have lice within 5 school days of the school becoming aware that a student has lice.

Notices will not include any identifying information and will include recommendations for the treatment and prevention of lice from the Center of Disease Control.

Attendees:

- Present: Chair, Dr. Sandra Stewart, Dr. Debbie Price, Dr. Diana Nabors, Courtney Westerkamp
- Non-voting board associates present: Dr. Stacey Edmonson, Dean of SHSU College of Education, Dr. Ronny Knox, SHSU Charter School Superintendent, Rhonda Beassie, TSUS Office of General Counsel and Chrissy Wiegat, TSUS Office of General Counsel, Tessy Rappe, SHSU Associate Vice President of Finance & Operations, Renee O'Neal, SHSU Charter School Principal, Dr. Jo Ann Simmons, Superintendent UT Tyler Innovation Academy

1. Call to Order and Establish Quorum

- Chair, Dr. Stewart called the meeting to order at 6:01 p.m. and noted a quorum was present.

2. Approval of Minutes

- Consideration and approval of Board Minutes for the meeting held December 14, 2017.

3. Charter School Reporting

- Superintendent Knox and Principal O'Neal introduced a few students who recognized the Board members with items of appreciation. Superintendent Knox then displayed updates to website to include board member biographies and staff directory.
- Principal O'Neal presented updates on campus educational programs and activities:
 - Advised student attendance rates are down; letters are being sent and meetings conducted with parents of students with three or more absences.
- Superintendent Knox addressed other Charter School matters:
 - Provided financial report through December 31, 2017. *See, Attachment 1.*
 - Presented projected enrollment numbers for the 2018-2019 Academic Year and announced a lottery may need to be conducted for the Brighton Academy location. *See, Attachment 2.*
 - Shared Response to Intervention Clause added to student handbook pursuant to TEA guidelines. *See, Attachment 3.*

4. Discussion and Board Action

- Superintendent Knox requested approval of the amended 2017-2018 Academic Calendar, to extend school through June 8, 2018 due to recent inclement weather and need to achieve the required number of instructional minutes.

Upon a motion by Dr. Price and seconded by Courtney Westerkamp, the board unanimously approved the 2017-2018 Amended Academic Calendar. See, Attachment 4.

- Superintendent Knox requested approval of the amended 2018-2019 Academic Calendar to move a staff development day from December 21, 2018 to June 3, 2019.

Upon a motion by Dr. Nabors and seconded by Dr. Price, the board unanimously approved the 2018-2019 Amended Academic Calendar. See, Attachment 5.

- Superintendent Knox requested approval of the amended 2017-2018 Charter School Budget.

Upon a motion by Courtney Westerkamp and seconded by Dr. Nabors, the board unanimously approved the 2018-2019 Amended Charter School Budget. See, Attachment 6.

- Superintendent Knox requested approval of changes to Board Policy 400.120-Health due to new legislation.

Upon a motion by Dr. Price and seconded by Dr. Nabors, the board unanimously approved the changes to Board Policy 400.120-Health. See, Attachment 7.

5. Public Comments

- Janelle Huggins – Spring, TX – inquired posed questions to the board about the Greengate Academy site; Superintendent Knox advised to contact his office.
- Francisco Rubio – Spring, TX 77373 – recognized the Board for student progress at Brighton Academy.
- Neches Phelps – Spring, TX 77373 – recognized the Board for student interaction and spoke of hopes for expansion of special education choices at Cypress Trails location.
- Jo Ann Simmons, Superintendent at UT Tyler Innovations Academy addressed the parents present after having visited all campuses.

6. Adjourn

- There being no further business, upon consensus, the meeting adjourned at 6:38 p.m.



Sandra Stewart, Chair
Sam Houston State University Charter School

Sam Houston State University Charter School **Year-to-Date Financial Report Ending December 31, 2017**

420 - Foundation School Program

	Budget	YTD Received/Expended	Balance	Percent Complete
Revenues				
5800 State Program Revenues	1,449,810.00	389,872.00	1,059,938.00	26.89%
Total Revenues	<u>\$ 1,449,810.00</u>	<u>\$ 389,872.00</u>	<u>\$ 1,059,938.00</u>	<u>26.89%</u>
Expenditures				
11 Instruction	1,032,236.00	314,713.81	717,522.19	30.49%
12 Instructional Resources and Media Services				
13 Curriculum Dev. and Instructional Staff Dev.	1,200.00	1,199.62	0.38	99.97%
21 Instructional Leadership				
23 School Leadership	4,600.00	1,808.98	2,791.02	39.33%
31 Guidance, Counseling, and Evaluation Services				
32 Social Work Services				
33 Health Services				
34 Student Transportation				
35 Food Services	43,000.00	11,557.08	31,442.92	26.88%
36 Extracurricular Activities				
41 General Administration	66,774.00	26,275.36	40,498.64	39.35%
51 Facilities Maintenance and Operations	302,000.00	124,793.27	177,206.73	41.32%
52 Security and Monitoring Services				
53 Data Processing Services				
61 Community Services				
71 Debt Services				
81 Fund Raising				
Total Expenditures	<u>\$ 1,449,810.00</u>	<u>\$ 480,348.12</u>	<u>\$ 969,461.88</u>	<u>33.13%</u>

REVENUE OVER (UNDER) EXPENSE

\$ (90,476.12) (6.24%)

*\$6,432.30 is not included in balance column as no local revenue was budgeted.



Sam Houston State University Charter School
COLLEGE OF EDUCATION

NOT FINANCIAL STATEMENT

2018-2019 Projected Enrollment

As of 1/23/18

	Kinder	1st	2nd	3rd	4th	5th	Total Projected Per Site:
<i>Brighton Academy</i>	30	28	21	14	13	16	122
<i>Greengate Academy</i>	9	16	12				37
<i>Cypress Trails</i>	4	22	16	15			57
<i>Little Geniuses'</i>	5	4	4				13
<i>Projected Per Grade:</i>	48	70	53	29	13	16	
Total Projected:	229						



Sam Houston State University Charter School
COLLEGE OF EDUCATION

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Special Education Referrals:

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

Contact Person for Special Education Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person:

Phone Number:

Section 504 Referrals:

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person:

Phone Number:

Additional Information:

The following websites provide information and resources for students with disabilities and their families.

- [Legal Framework for the Child-Centered Special Education Process](#)
- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

Sam Houston State University Charter School 2017-2018 Amended Instructional Calendar

DRAFT

S	M	T	W	T	F	S
AUGUST 2017						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2017

Aug 16 - Professional Development

Aug 17 - Professional Development

Aug 18 - Teacher Workday

Aug 21-25 - Orientation Week

Aug 28 - First Class Day/Begin 1st six-weeks

September 2017

Sept 4 - Labor Day Holiday

Sept 29 - End of 1st 6-weeks

S	M	T	W	T	F	S
SEPTEMBER 2017						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S	M	T	W	T	F	S
OCTOBER 2017						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 2017

Oct 2-6 - Enrichment Week

Oct 9 - Begin 2nd 6-weeks

November 2017

Nov 17 - End 2nd 6-weeks

Nov 20-24 - Thanksgiving Holiday

Nov 27 - Teacher Workday

Nov 28 - Begin 3rd 6-weeks

S	M	T	W	T	F	S
NOVEMBER 2017						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S	M	T	W	T	F	S
DECEMBER 2017						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 2017

Dec 23 - Begin Christmas Break

January 2018

Jan 7 - End Christmas Break

Jan 8 - Teacher Workday

Jan 15 - MLK Holiday

Jan 19 - End 3rd 6-weeks

Jan 22 - Begin 4th 6-weeks

S	M	T	W	T	F	S
JANUARY 2018						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
FEBRUARY 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 2018

March 2018

Mar 9 - End 4th 6-weeks

Mar 12-16 - Spring Break

Mar 19 - Teacher Workday

Mar 20 - Begin 5th 6-weeks

Mar 30 - Good Friday Holiday

S	M	T	W	T	F	S
MARCH 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S	M	T	W	T	F	S
APRIL 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 2018

Apr 2 - Easter Monday Holiday

Apr 27 - End 5th 6-weeks

Apr 30 - Begin 6th 6-weeks

May 2018

May 25 - Holiday

May 28 - Memorial Day

S	M	T	W	T	F	S
MAY 2018						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S	M	T	W	T	F	S
JUNE 2018						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2018

Jun 8 - 1/2 day for students

June 8 - Last Day of School

July 2018

S	M	T	W	T	F	S
JULY 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Legend

	Teacher Workday
	Staff Development/Student Holiday
	Student and Staff Holiday
	Enrichment Week/Intercession
	Orientation Week
[]	Begin/End Six Weeks

State assessment dates or windows. Does not include assessment windows.

State mandated testing dates can be found at: <http://www.tea.state.tx.us>

Instructional Days 168.5

1st Semester 79 days

2nd Semester 89.5 days

Campuses:

Six Weeks Dates:

1st six weeks 24 days (10,800)

2nd six weeks 30 days (13,500)

weeks 27 days (12,150) = 25 days (11,250)

4th six weeks 35 days (15,750)

5th six weeks 27 days (12,150)

6th six weeks 27.5 days (12,150) = (12,375)

Teacher Work Days 187

Instructional Minutes = 76,500 = 75,825

DRAFT

Sam Houston State University Charter School 2018-2019 Instructional Calendar

S	M	T	W	T	F	S
July 2018						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July 2018
 July 13 - Teacher Workday
 July 9-12 - Teacher PD
 July 16 - First Day of School

August 2018

S	M	T	W	T	F	S
August 2018						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

S	M	T	W	T	F	S
September 2018						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September 2018
 September 3 - Labor Day
 September 14 - End of 1st Nine-Weeks
 September 17-21 - Enrichment/Intervention
 September 24-28 - Intermession

October 2018
 October 1-5 - Intermession
 October 8 - Begin 2nd Nine-Weeks

S	M	T	W	T	F	S
October 2018						
						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
November 2018						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November 2018
 November 19-23 - Thanksgiving Break

December 2018
 December 20 - End 2nd Nine-Weeks
 December 24-31 - Christmas Break

S	M	T	W	T	F	S
December 2018						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
January 2019						
						5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2019
 January 1-11 - Christmas Break
 January 14 - Begin 3rd Nine-Weeks
 January 21 - MLK Holiday

February 2019

S	M	T	W	T	F	S
February 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
March 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March 2019
 March 8 - End 3rd Nine-Weeks
 March 11-15 - Enrichment/Intervention
 March 18-29 - Intermession

April 2019
 April 1 - Begin 4th Nine-Weeks
 April 19 - Student/Teacher Holiday
 April 22 - Student/Teacher Holiday

S	M	T	W	T	F	S
April 2019						
						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

S	M	T	W	T	F	S
May 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 2019
 May 24 - End of 4th Nine-Weeks
 May 24 - Last Day of School
 May 27 - Memorial Day/Teacher Holiday
 May 28 - Teacher Workday

June 2019
 June 3 - Teacher PD

S	M	T	W	T	F	S
June 2019						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Legend

- Teacher Workday
- Staff Development: Student Holiday
- Student/Teacher Holiday
- Enrichment/Intervention
- [] Begin/End Nine Weeks

State assessment dates or windows. Does not include assessment windows.

State mandated testing dates can be found at: <http://www.tea.state.tx.us>

Instructional Days 170

1st Semester 93 days
 2nd Semester 77 days

Nine Weeks Dates:

1st Nine Weeks 44 days (19,800)
 2nd Nine Weeks 49 days (22,050)
 3rd Nine Weeks 39 days (17,500)
 4th Nine Weeks 38 days (17,100)

Campuses:

Teacher Work Days 187

Instructional Minutes = 76,450

Sam Houston State University Charter School

2017-2018 Amended Budget

420 - Foundation School Program
--

	Approved Budget	Amended Budget
Revenues		
5800 State Program Revenues	1,449,810.00	1,449,810.00
Total Revenues	\$ 1,449,810.00	\$ 1,449,810.00
Expenditures		
11 Instruction	1,034,581.00	1,032,236.00
12 Instructional Resources and Media Services		
13 Curriculum Dev. and Instructional Staff Dev.		1,200.00
21 Instructional Leadership		
23 School Leadership	4,350.00	4,950.00
31 Guidance, Counseling, and Evaluation Services		
32 Social Work Services		
33 Health Services		
34 Student Transportation		
35 Food Services	44,000.00	41,200.00
36 Extracurricular Activities		
41 General Administration	64,879.00	68,224.00
51 Facilities Maintenance and Operations		302,000.00
52 Security and Monitoring Services		
53 Data Processing Services		
61 Community Services		
71 Debt Services	302,000.00	
81 Fund Raising		
Total Expenditures	\$ 1,449,810.00	\$ 1,449,810.00
 REVENUE OVER (UNDER) EXPENSE	 \$ -	 \$ -



Sam Houston State University Charter School
COLLEGE OF EDUCATION

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

Proposed Policy Change

Propose adding section 6 (below) as new, final section of Board Policy 400.120 – Health.
Change is to comply with legislative changes to Tex. Educ. Code § 38.031

SECTION 6. Notice of Lice

Sam Houston State University Charter School principal or his or her designee at each elementary campus will send a written notice to the parent of a child determined to have lice within 48 hours of the school becoming aware that the student has lice.

Sam Houston State University Charter School principal or his or her designee at each elementary campus will send a written notice to the parents of each child that shares a class with a child that has been determined to have lice within 5 school days of the school becoming aware that a student has lice.

Notices will not include any identifying information and will include recommendations for the treatment and prevention of lice from the Center of Disease Control.

Sam Houston State University Charter School
1908 Bobby K. Marks Drive, TEC 279
Huntsville, Texas

Open Meeting – Charter Board Agenda
Sam Houston State University Charter School
February 15, 2018

The subjects to be discussed or considered, or upon which any formal action may be taken, are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

1. Convene Meeting
2. Approve Minutes
3. Charter School Reporting
 - a. Campus Updates
 - b. Pass/Fail Report
 - c. Financial Report
 - d. Update on 2018-2019 Student Enrollment
 - e. Volunteer Appreciation Dinner
4. Executive Session – The board may conduct an Executive/Closed Session pursuant to the following provision of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq. All final votes, actions, or decisions will be taken in Open Section.
5. Discussion and Possible Board Action
 - a. Proposed Amendments to Charter School Policy 400.020 – Admissions and Enrollment
 - b. Election of Vice-chair
6. Public Comments (Public shall be limited to 5 minutes per person.)
7. Adjourn



Superintendent, SHSU Charter School Board

Attendees:

- Present: Chair, Director Sandra Stewart and Directors Debbie Price, Daphne Johnson, Diana Nabors, and Courtney Westerkamp
- Non-voting board associates present: Dr. Stacey Edmonson, Dean of SHSU College of Education, Dr. Ronny Knox, SHSU Charter School Superintendent, Rhonda Beassie, TSUS Office of General Counsel and Chrissy Wiegat, TSUS Office of General Counsel, and Renee O'Neal, SHSU Charter School Principal

1. Call to Order and Establish Quorum

- Chair, Director Stewart called the meeting to order at 3:08 p.m. and noted a quorum was present.

2. Approval of Minutes

- Consideration and approval of Board Minutes for the meeting held January 23, 2018.

3. Charter School Reporting

- Principal O'Neal presented updates on campus educational programs and activities:
 - Advised academics remain consistent and student attendance rates continue to be lower than expected; parent conferences are being conducted with parents of students with three or more absences. *See, Attachment 1.*
 - Discussed requested revisions to Policy 400.020.
- Superintendent Knox addressed other Charter School matters:
 - Provided financial reports through January 31, 2018. *See, Attachment 2.*
 - Presented projected enrollment numbers for the 2018-2019 Academic Year. *See, Attachment 3.*

4. Recess to Executive Session

- Chair, Director Stewart called the meeting to closed session at 3:31 p.m.

5. Reconvene in Open Session for Discussion and Board Action

- Chair, Director Stewart returned the meeting to open session at 4:22 p.m.
- Superintendent Knox discussed proposed changes for Charter School Policy 400.020 – Admission & Enrollment; revision to section 1.3 and adding new section 1.5.

Upon a motion by Director Price and seconded by Director Johnson, the board unanimously approved revision to section 1.3 and addition of section 1.5 to Charter School Policy 400.020 – Admission & Enrollment. See, Attachment 4.

- Chair, Director Stewart asked for nominations for the Vice Chair position vacated by the retirement of Director Greybeck. Director Johnson nominated Director Price. The Board voted unanimously to Dr. Price assuming the role of Vice Chair.
- Chair, Director Stewart addressed importance of Director attendance at meetings and suggested the Board sign-in at future meetings.

6. Public Comments

- No public comments were made.

7. Adjourn

- There being no further business, upon consensus, the meeting adjourned at 4:39 p.m.

A handwritten signature in cursive script, appearing to read "Sandra Stewart", is written over a horizontal line.

Sandra Stewart, Chair
Sam Houston State University Charter School

SHSU Charter School Six Weeks Summary

Grade /Sub	PASS							FAIL						
	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %
K/Lang Arts	91.23	94.92	94.92					8.77	5.08	5.08				
K/Math	92.98	96.61	94.92					7.02	3.39	5.08				
K/Science	100.00	100.00	100.00					0	0	0				
K/Social Studies	98.25	100.00	98.31					1.75	0	1.69				
1/Lang Arts	97.62	93.33	91.30					2.38	6.67	8.70				
1/Math	97.62	91.11	95.65					2.38	8.89	4.35				
1/Science	97.62	97.78	100.00					2.38	2.22	0				
1/Social Studies	N/A	100.0	97.83					N/A	0	2.17				
2/Lang Arts	94.12	94.74	90.91					5.88	5.26	9.09				
2/Math	88.24	100.00	100.00					11.76	0	0				
2/Science	100.00	100.00	100.00					0	0	0				
2/Social Studies	N/A	100.00	100.00					N/A	0	0				
3/Lang Arts	100.00	100.00	100.00					0	0	0				
3/Math	100.00	100.00	100.00					0	0	0				
3/Science	100.00	100.00	91.67					0	0	8.33				
3/Social Studies	N/A	100.00	100.00					N/A	0	0				
4/Lang Arts	100.00	100.00	100.00					0	0	0				
4/Math	100.00	100.00	100.00					0	0	0				
4/Science	100.00	100.00	100.00					0	0	0				
4/Social Studies	N/A	100.00	100.00					N/A	0	0				

Grade/Site	IN ATTENDANCE						
	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %
K/Brighton	96.93	95.79	90.87				
1/Brighton	99.64	92.39	89.61				
2/Brighton	97.32	96.30	93.51				
3/Brighton	97.44	95.82	93.84				
4/Brighton	97.60	95.93	88.26				
BA Total	97.84	94.92	90.92				
K/Cypress Trails	95.09	94.34	92.80				
1/Cypress Trails	95.61	90.78	95.31				
2/Cypress Trails	96.49	90.00	95.33				
CT Total	95.57	92.24	94.13				
K/Greengate	95.09	97.20	95.50				
1/Greengate	98.25	94.44	97.37				
GG Total	96.49	96.00	96.31				
K/Little Geniuses [†]	100.00	97.50	99.00				
1/Little Geniuses [†]	96.49	97.78	94.67				
LG Total	98.50	97.62	97.14				
Charter Total	96.92	94.49	93.11				

Sam Houston State University Charter School **Year-to-Date Financial Report Ending January 31, 2018**

420 - Foundation School Program

	Budget	YTD Received/Expended	Balance	Percent Complete
Revenues				
5800 State Program Revenues	1,449,810.00	468,406.00	981,404.00	32.31%
Total Revenues	<u>\$ 1,449,810.00</u>	<u>\$ 468,406.00</u>	<u>\$ 981,404.00</u>	<u>32.31%</u>
Expenditures				
11 Instruction	1,032,236.00	397,333.42	634,902.58	38.49%
12 Instructional Resources and Media Services				
13 Curriculum Dev. and Instructional Staff Dev.	1,200.00	1,199.62	0.38	99.97%
21 Instructional Leadership				
23 School Leadership	4,600.00	2,592.70	2,007.30	56.36%
31 Guidance, Counseling, and Evaluation Services				
32 Social Work Services				
33 Health Services				
34 Student Transportation				
35 Food Services	43,000.00	14,556.93	28,443.07	33.85%
36 Extracurricular Activities				
41 General Administration	66,774.00	31,989.71	34,784.29	47.91%
51 Facilities Maintenance and Operations	302,000.00	154,522.55	147,477.45	51.17%
52 Security and Monitoring Services				
53 Data Processing Services				
61 Community Services				
71 Debt Services				
81 Fund Raising				
Total Expenditures	<u>\$ 1,449,810.00</u>	<u>\$ 602,194.93</u>	<u>\$ 847,615.07</u>	<u>41.54%</u>

REVENUE OVER (UNDER) EXPENSE

\$ (133,788.93) (9.23%)

*\$7,440.10 is not included in balance column as no local revenue was budgeted.



Sam Houston State University Charter School
COLLEGE OF EDUCATION

REVENUE OVER (UNDER) EXPENSE

2018-2019 Projected Enrollment As of 2/12/18

	Kinder	1st	2nd	3rd	4th	5th	Total Projected Per Site:
<i>Brighton Academy</i>	40	38	20	19	14	18	149
<i>Greengate Academy</i>	19	27	11				57
<i>Cypress Trails</i>	9	20	18	16			63
<i>Little Geniuses'</i>	10	3	4				17
Projected Per Grade:	78	88	53	35	14	18	

Total Projected:	286
-------------------------	------------

Waiting List:

<i>Brighton Academy</i>	6	2
<i>Greengate Academy</i>		
<i>Cypress Trails</i>		
<i>Little Geniuses'</i>		



Sam Houston State University Charter School
COLLEGE OF EDUCATION

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

Open Meeting – Charter Board Agenda
Sam Houston State University Charter School
March 27, 2018

The subjects to be discussed or considered, or upon which any formal action may be taken, are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

1. Convene Meeting
2. Approve Minutes
3. Charter School Reporting
 - a. Campus Updates
 - b. Pass/Fail Report
 - c. Financial Report
 - d. Update on 2018-2019 Student Enrollment
 - e. Campus/Site Safety
 - f. Nonrenewal of food services contract with Healthy Lunch Box, Inc.
4. Executive Session – The board may conduct an Executive/Closed Session pursuant to the following provision of the Texas Open Meetings Act, Texas Government Code Sections.551.071, 551.072, and 552.074. All final votes, actions, or decisions will be taken in Open Session.
5. Discussion and Possible Board Action
 - a. TEKS Certification
 - b. Non-Expansion Amendment regarding changes to Admission & Enrollment Policy
 - c. Start-up Grant Amendment
 - d. Budget Amendment
 - e. Brighton Academy 2018-2019 Sublease Agreement
 - f. Greengate Academy 2018-2019 Lease Agreement
 - g. 2018-2019 Student Dress Code
6. Public Comments (Public shall be limited to 5 minutes per person.)
7. Adjourn to Board Workshop



Superintendent, SHSU Charter School Board

Attendees:

- Present: Chair, Director Sandra Stewart and Directors Debbie Price, Daphne Johnson, Diana Nabors, and Courtney Westerkamp
- Non-voting board associates present: Dr. Stacey Edmonson, Dean of SHSU College of Education, Dr. Ronny Knox, SHSU Charter School Superintendent, Rhonda Beassie, TSUS Office of General Counsel and Chrissy Wieghat, TSUS Office of General Counsel, and Rence O'Neal, SHSU Charter School Principal

1. Call to Order and Establish Quorum

- Chair, Director Stewart called the meeting to order at 3:08 p.m. and noted a quorum was present.

2. Approval of Minutes

- Consideration and approval of Board Minutes for the meeting held January 23, 2018.

3. Charter School Reporting

- Principal O'Neal presented updates on campus educational programs and activities:
 - Advised academics remain consistent and student attendance rates continue to be lower than expected; parent conferences are being conducted with parents of students with three or more absences. *See, Attachment 1.*
 - Discussed requested revisions to Policy 400.020.
- Superintendent Knox addressed other Charter School matters:
 - Provided financial reports through January 31, 2018. *See, Attachment 2.*
 - Presented projected enrollment numbers for the 2018-2019 Academic Year. *See, Attachment 3.*

4. Recess to Executive Session

- Chair, Director Stewart called the meeting to closed session at 3:31 p.m.

5. Reconvene in Open Session for Discussion and Board Action

- Chair, Director Stewart returned the meeting to open session at 4:22 p.m.
- Superintendent Knox discussed proposed changes for Charter School Policy 400.020 – Admission & Enrollment; revision to section 1.3 and adding new section 1.5.

Upon a motion by Director Price and seconded by Director Johnson, the board unanimously approved revision to section 1.3 and addition of section 1.5 to Charter School Policy 400.020 – Admission & Enrollment. See, Attachment 4.

- Chair, Director Stewart asked for nominations for the Vice Chair position vacated by the retirement of Director Greybeck. Director Johnson nominated Director Price. The Board voted unanimously to Dr. Price assuming the role of Vice Chair.
- Chair, Director Stewart addressed importance of Director attendance at meetings and suggested the Board sign-in at future meetings.

6. Public Comments

- No public comments were made.

7. **Adjourn**

- There being no further business, upon consensus, the meeting adjourned at 4:39 p.m.



Sandra Stewart, Chair
Sam Houston State University Charter School

SHSU Charter School Six Weeks Summary

Grade /Sub	PASS							FAIL						
	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %
K/Lang Arts	91.23	94.92	94.92	94.83				8.77	5.08	5.08	5.17			
K/Math	92.98	96.61	94.92	96.55				7.02	3.39	5.08	3.45			
K/Science	100.00	100.00	100.00	94.83				0	0	0	5.17			
K/Social Studies	98.25	100.00	98.31	100.00				1.75	0	1.69	0			
1/Lang Arts	97.62	93.33	91.30	93.62				2.38	6.67	8.70	6.38			
1/Math	97.62	91.11	95.65	95.74				2.38	8.89	4.35	4.26			
1/Science	97.62	97.78	100.00	100.00				2.38	2.22	0	0			
1/Social Studies	N/A	100.0	97.83	97.92				N/A	0	2.17	2.08			
2/Lang Arts	94.12	94.74	90.91	100.00				5.88	5.26	9.09	0			
2/Math	88.24	100.00	100.00	100.00				11.76	0	0	0			
2/Science	100.00	100.00	100.00	100.00				0	0	0	0			
2/Social Studies	N/A	100.00	100.00	100.00				N/A	0	0	0			
3/Lang Arts	100.00	100.00	100.00	100.00				0	0	0	0			
3/Math	100.00	100.00	100.00	100.00				0	0	0	0			
3/Science	100.00	100.00	91.67	100.00				0	0	8.33	0			
3/Social Studies	N/A	100.00	100.00	100.00				N/A	0	0	0			
4/Lang Arts	100.00	100.00	100.00	100.00				0	0	0	0			
4/Math	100.00	100.00	100.00	100.00				0	0	0	0			
4/Science	100.00	100.00	100.00	100.00				0	0	0	0			
4/Social Studies	N/A	100.00	100.00	100.00				N/A	0	0	0			

Grade/Site	IN ATTENDANCE						
	SW1 %	SW2 %	SW3 %	SW4 %	SW5 %	SW6 %	YR %
K/Brighton	96.93	95.79	90.87	91.44			
1/Brighton	99.64	92.39	89.61	91.84			
2/Brighton	97.32	96.30	93.51	92.40			
3/Brighton	97.44	95.82	93.84	92.59			
4/Brighton	97.60	95.93	88.26	92.08			
BA Total	97.84	94.92	90.92	91.95			
K/Cypress Trails	95.09	94.34	92.80	94.77			
1/Cypress Trails	95.61	90.78	95.31	95.06			
2/Cypress Trails	96.49	90.00	95.33	89.18			
CT Total	95.57	92.24	94.13	93.09			
K/Greengate	95.09	97.20	95.50	93.21			
1/Greengate	98.25	94.44	97.37	94.05			
GG Total	96.49	96.00	96.31	93.57			
K/Little Geniuses'	100.00	97.50	99.00	96.15			
1/Little Geniuses'	96.49	97.78	94.67	98.53			
LG Total	98.50	97.62	97.14	97.37			
Charter Total	96.92	94.49	93.11	92.79			

Sam Houston State University Charter School Year-to-Date Financial Report Ending February 28, 2018 - Pending Amendment Approval

420 - Foundation School Program					
	Amended Budget	YTD Received/Expended	Balance	Percent-Complete	
Revenues					
5800 State Program Revenues	1,449,810.00	549,110.00	900,700.00	37.87%	
Total Revenues	<u>\$ 1,449,810.00</u>	<u>\$ 549,110.00</u>	<u>\$ 900,700.00</u>	<u>37.87%</u>	
Expenditures					
11 Instruction	1,032,236.00	480,256.44	551,979.56	46.53%	
12 Instructional Resources and Media Services					
13 Curriculum Dev. and Instructional Staff Dev	2,700.00	1,490.95	1,209.05	55.22%	
21 Instructional Leadership					
23 School Leadership	4,950.00	2,592.70	2,357.30	52.38%	
31 Guidance, Counseling, and Evaluation Services					
32 Social Work Services					
33 Health Services					
34 Student Transportation					
35 Food Services	39,700.00	14,557.24	25,142.76	36.67%	
36 Extracurricular Activities					
41 General Administration	68,224.00	36,475.05	31,748.95	53.46%	
51 Facilities Maintenance and Operations	302,000.00	191,691.70	110,308.30	63.47%	
52 Security and Monitoring Services					
53 Data Processing Services					
61 Community Services					
71 Debt Services					
81 Fund Raising					
Total Expenditures	<u>\$ 1,449,810.00</u>	<u>\$ 727,064.08</u>	<u>\$ 722,745.92</u>	<u>50.15%</u>	

REVENUE OVER (UNDER) EXPENSE

\$ (177,954.08)

(12.28%)

*\$9,120.20 is not included in balance column as no local revenue was budgeted.



Sam Houston State University Charter School
COLLEGE OF EDUCATION

20180228 10:00 AM STATE CHARTER SCHOOL

Sam Houston State University Charter School
Year-to-Date Financial Report for Start-Up Grant Ending February 28, 2018 - Pending Amendment Approval
 2017-2019 Public Charter School Program Start-Up Grant

258 - Public Charter Schools

	Amended Budget	YTD Received/Expended	Balance	Percent Complete
Revenues				
5800 State Program Revenues	800,000.00	563,312.14	236,687.86	70.41%
Total Revenues	\$ 800,000.00	\$ 563,312.14	\$ 236,687.86	70.41%
Expenditures				
6100 Payroll Costs	17,000.00	4,714.76	12,285.24	27.73%
6200 Professional and Contracted Services	757,000.00	552,778.81	204,221.19	73.02%
6300 Supplies and Materials	26,000.00	8,100.92	17,899.08	31.16%
Total Expenditures	\$ 800,000.00	\$ 565,594.49	\$ 234,405.51	70.70%

REVENUE OVER (UNDER) EXPENSE

\$ (2,282.35)

TOTAL COMMITMENTS

4,852.50

CURRENT BALANCE

\$ 229,553.01

Expenditures by Function

11 Instruction	550,232.67
13 Curriculum Dev. and Instructional Staff Dev.	1,582.39
23 School Leadership	769.39
33 Health Services	7,151.04
41 General Administration	5,859.00
	\$ 565,594.49



Sam Houston State University Charter School
 COLLEGE OF EDUCATION
10001 FOSTER ROAD, SPRING, TEXAS 77479

2018-2019 Projected Enrollment

As of 3/26/18

	Kinder	Wait	1st	Wait	2nd	Wait	3rd	Wait	4th	Wait	5th	Wait	Total Projected Per Site
Brighton Academy	41	11	40	7	20	3	20	5	17	0	20	1	185
Greengate Academy	26	0	27	0	16	0	***	***	***	***	***	***	65
Cypress Trails	17	0	20	3	20	3	19	0	***	***	***	***	82
Projected Per Grade:	84	11	87	10	56	6	39	5	17	0	20	1	

Total Projected:	303
Total Waiting:	33



Sam Houston State University Charter School

COLLEGE OF EDUCATION

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

March 2, 2018

TO THE ADMINISTRATOR ADDRESSED

Subject: Safety Options for School Districts and Charters

NOTE: Information within this letter should be read and shared by superintendents and school board presidents.

The safety of every student on every campus is a top priority for everyone in Texas. That commitment to safety throughout a district must begin at the top.

In light of recent events, I encourage all school board members to take up school safety at your next board meeting. It is important to note that school districts and charter schools have several options for obtaining security services at school facilities. Some of those options are listed below. Board members, working with campus and district leadership, must weigh all options based on district safety need, size, location and cost.

Schools should also work closely with first responders and local law enforcement in making these critical decisions. Effective security precautions should be considered in all emergency management and safety plans. I strongly recommend visiting the Texas School Safety Center website (<https://txssc.txstate.edu/>) for additional information on school safety measures and emergency operations planning.

District and Charter Safety Options:

School Resource Officer (SRO): A district may enter into a memorandum of understanding (MOU) with another governmental entity to have a peace officer (who is commissioned and employed by the other entity) placed at the school on a full or part time bases. The MOU typically requires the school to cover the proportional cost of their salary, benefits, and equipment.

School District Commissioned Police Officer: A district can also create its own police department by commissioning school district peace officers. A peace officer commissioned under *TEC Section 37.081* must meet all minimum standards for peace officers established by the Texas Commission on Law Enforcement (TCOLE). In school districts with a student enrollment of 30,000 or more, SROs and school district commissioned peace officers must undergo training created by TCOLE. *TEC 37.0812*

Private Security Personnel: If a school district employs an individual as security personnel, the individual must be a commissioned peace officer in order for the district to authorize the individual to carry a weapon. *TEC 37.081 (a)*

School Marshals: State law (*TEC 37.0811*) allows a school district or charter school to appoint one or more specially trained and licensed employees as school marshals. The appointment must be made by the board of trustees and the marshal must have the appropriate licensing and

certification by TCOLE. The specialized training must require a psychological exam and include 80 hours of instruction. Information on the School Marshal Program can be found on the TCOLE website: (<https://www.tcole.texas.gov/content/school-marshals>).

Guardian Plan: A school board may adopt a local policy that authorizes the designation of specified employees who are authorized to carry firearms on school premises.

Physical Plant: To the extent that bond funds or other funds are available, please consider utilizing them to enhance security and safety measures at the premises (such as security cameras, strengthening doors, etc.).

Additionally, Governor Greg Abbott signed Senate Bill 788 (Kari's Law) in May 2015. Kari's Law requires all multi-line telephone systems that provide/allow outbound calling to allow for direct dialing of 9-1-1 (no initial digit, prefix, or access code to reach an outbound line is permitted).

Mandatory compliance with the law began Sept. 1, 2016. If you have a multi-line telephone system that cannot comply with Kari's Law, you must submit a one-year waiver request. More information about that process can be found here: <http://texas911.org/>.

As you have questions regarding school safety, please contact Candace Stoltz, Director for Emergency Management, by phone at (512) 463-9286 or by email at Candace.stoltz@tea.texas.gov.

Thank you for your work in keeping the students of Texas safe.

Sincerely,

Mike Morath
Commissioner

Allotment and TEKS Certification, 2018-19

The district superintendent, along with the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify the following:

- 1) That this district's technology and instructional materials allotment is used only for expenses allowed by the Texas Education Code (TEC), §31.0211.

- 2) That for the current school year, this district has instructional materials that collectively cover all elements of the Texas Essential Knowledge and Skills of the required curriculum identified in the TEC, §28.002, other than physical education, for each subject and grade level (TEC §31.004).

- 3) That, upon request, this district will provide to the State Board of Education the title and publication information for any instructional materials requisitioned or purchased by the district with the district's IMA (TEC §31.101).

Certified	Grade Level
<input checked="" type="checkbox"/>	Kindergarten
<input checked="" type="checkbox"/>	Grade 1
<input checked="" type="checkbox"/>	Grade 2
<input checked="" type="checkbox"/>	Grade 3
<input checked="" type="checkbox"/>	Grade 4
<input checked="" type="checkbox"/>	Grade 5
<input type="checkbox"/>	Grade 6
<input type="checkbox"/>	Grade 7
<input type="checkbox"/>	Grade 8
<input type="checkbox"/>	Grade 9
<input type="checkbox"/>	Grade 10
<input type="checkbox"/>	Grade 11
<input type="checkbox"/>	Grade 12

Certified	Subject Area
<input type="checkbox"/>	CAREER & TECHNICAL EDUCATION (CTE)
<input checked="" type="checkbox"/>	ENGLISH LANGUAGE ARTS AND READING
<input checked="" type="checkbox"/>	ENGLISH LANGUAGE PROFICIENCY STANDARDS
<input checked="" type="checkbox"/>	FINE ARTS
<input checked="" type="checkbox"/>	HEALTH
<input checked="" type="checkbox"/>	LANGUAGES OTHER THAN ENGLISH
<input checked="" type="checkbox"/>	MATHEMATICS
<input checked="" type="checkbox"/>	SCIENCE
<input checked="" type="checkbox"/>	SOCIAL STUDIES
<input checked="" type="checkbox"/>	TECHNOLOGY APPLICATIONS

Signature of Superintendent

Signature

Signatures of Board President and Secretary or Governing Board Officers

Board President

Board Secretary

Scan the signed certification document and email it to instructional.materials@tea.texas.gov with the following subject line: [your district] certification (ex: Anywhere ISD certification)

Email to instructional.materials@tea.texas.gov

Current Admissions and Enrollment Language

Section 1.3. Exclusion from Admission. Sam Houston State University Charter School reserves the right to exclude from admission a student who has a documented history of a criminal offense, a juvenile court adjudication, or discipline problems.

Proposed Changes for Charter School Policy 400.020 -- Admissions & Enrollment

Proposed **revision** to Section 1.3. Exclusion from Admission (in italics below):

Section 1.3. Exclusion from Admission. Sam Houston State University Charter School reserves the right to exclude from admission a student who has a documented history of a criminal offense, a juvenile court adjudication, or discipline problems *under subchapter A, Chapter 37 of the Texas Education Code within the last three school years, as evidenced by records received from school previously attended by the student, law enforcement, or any other relevant documentation, and may exclude the student from admission on this basis.*

Proposed **new** Section 1.5. Falsification of Information (in italics below):

If a student who would otherwise be ineligible for admission to the School provides false information on an admissions application or other enrollment document and as a result of the false information is admitted to the School, the student shall be immediately withdrawn from enrollment from the School upon discovery of the falsification. Falsification of information for the purpose of gaining enrollment in a public school is a criminal offense under § 37.10 of the Texas Penal Code. The School may elect to report the falsification to law enforcement or take any other action permitted by law.

Non-Expansion Amendment Request Form

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

Name of Charter: Sam Houston State University Charter School

County-District Number: 236-802

Name of Charter Holder: Sam Houston State University

Requested Effective Date: 04/01/2018

Section I: Check the appropriate box for the Non-Expansion Amendment requested.

More than one box may be checked. (Attach additional documents as required.) (Submit all program changes for review.)

☐ 1. Charter District Address Change
Current:
New:

☐ 2. Relocation-Campus: Campus #
Current:
New:

☐ 3. Charter Name Change:
Current:
New:

☐ 4. Campus Name Change : Campus #
Current:
New:

☐ 5. Charter Holder Name Change
Current:
New:

☐ 6. Management Company Addition/Change**
Current:
Change:

☐ 7. Educational Services Addition/Change
Current:
Change:

☐ 8. Curricular Addition/Change
Current:
Change:

☐ 9. Close Campus
Reason:
Campus Number:

☐ 10. Return of Charter
Reason:

☒ 11. Admissions Policy Revision*
Attach separate sheet with current and requested language changes.

☐ 12. Enrollment Policy Revision*
Attach separate sheet with current and requested language changes.

☐ 13. Articles of Incorporation Revision*
Attach separate sheet with current and requested language changes.

☐ 14. By-Laws Revision*
Attach separate sheet with current and requested language changes.

☐ 15. Fiscal Revision*
Current:
Change:

☐ 16 Other:

Continued on next page

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 1

Non-Expansion Amendment Request Form

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

Section II: Justification for Non-Expansion Amendment Request:

In the space below, please state justification for the non-expansion amendment requested.

This request is to give the Charter School administration more flexibility in enrolling students who have committed significant acts of violence or severe discipline violations in previous school districts.

Section III: Non-Expansion Amendment Request Form Checklist:

- ☒ 1. **Charter Holder Board Resolution**—A written resolution adopted by the governing body of the charter holder, with printed names and signatures, demonstrating that a quorum of the members voted in favor of amending the charter. The names should match information on the most recent Annual Governance Reporting Forms submitted to TEA. Otherwise, documentation explaining any differences must be included.
(If multiple amendment requests are being made, include all board resolutions together.)
- ☒ 2. **Charter language changes**—The text and page numbers, or photocopies of the charter language to be changed, and the text proposed as the new charter language must be submitted with changes clearly marked, if applicable.*
- ☐ 3. **Management company**—A copy of the contract must be submitted if the request is to enter into or change a management company contract, if applicable.**

Section IV: CEO/Superintendent acknowledgement, signature, and current contact information:

As the CEO/Superintendent of the charter school, I understand that incomplete submissions may cause a delay in processing until all required documentation has been received by the Division of Charter School Administration.

(Contact the Division of Charter School Administration at charteramendments@tea.texas.gov to confirm the submission of proper documentation. Include the charter name and CDN in the subject line.)

Ronny D Knox, Ed.D.

Name of CEO/Superintendent

(936) 294-3347

Phone Number

rdk012@shsu.edu

Email Address

Signature of CEO/Superintendent

Date

Sam Houston State University Charter School

Resolution for Non-Expansion Amendment Request

The Sam Houston State University Charter School Board approves a change in the Admission and Enrollment Policy 400.020 (Section 1.3) and approves the addition of Policy 400.020 (Section 1.5)

The board authorizes the Superintendent to submit all required documents to the Texas Education Agency's Division of Charter School Administration to process this request.

Acknowledged and Approved this ____ day of _____ 2018.

Dr. Sandra Stewart – Chair

Dr. Debbie Price – Vice Chair

Dr. Diana Nabors – Member

Dr. Daphne Johnson – Member

Courtney Westerkamp - Member

Sam Houston State University Charter School

Charter School Start-Up Grant Budget Amendment #1

2017-2019 Public Charter School Program Start-Up Grant

Fund	Object	Title	Current Budget	Increase	Decrease	Requested Budget
258	6600	N/A	\$533,826.00		\$533,826.00	\$0.00
258	6300	Supplies and Materials	\$211,174.00	\$533,826.00		\$745,000.00
*Charter School do not use object code 6600						
258	6200	Professional and Contracted Services	\$55,000.00		\$38,000.00	\$17,000.00
258	6300	Supplies and Materials	\$745,000.00	\$12,000.00		\$757,000.00
		*To cover future supplies and materials expenses				
258	6400	Other Operating Expenses	\$0.00	\$26,000.00		\$26,000.00
		*To cover future other operating expenses				

*Reason for Request

Signature of Superintendent

Signature of Board President

Signature of Business Manager

Date: 03/27/18

Date: 03/27/18

Date: 03/27/18



Sam Houston State University Charter School

COLLEGE OF EDUCATION
HOUSTON TEXAS STATE UNIVERSITY SYSTEM

Sam Houston State University Charter School FY18 Budget Amendment #2

Fund	Function	Title	Current Budget	Increase	Decrease	Requested Budget
420	35	Food Services	\$41,200.00		\$1,500.00	\$35,700.00
420	13	Curriculum Dev. & Instructional Staff Dev.	\$1,200.00	\$1,500.00		\$2,700.00

*To cover newly scheduled monthly staff meetings (February-June)

*Reason for Request

Signature of Superintendent

Signature of Board President

Signature of Business Manager

Date 01/23/18

Date 01/23/18

Date 01/23/18



Sam Houston State University Charter School
COLLEGE OF EDUCATION
ADVANCING THE TEXAS STATE UNIVERSITY SYSTEM