OPENING:

The 3rd meeting of the UTPB STEM ACADEMY was called to order at 12:08 on August 7, 2014 on the campus of UTPB, 4901 University Blvd, Odessa, TX, in room 4206 by Dr. Juli Ratheal.

PRESENT:

Dr. Juli Ratheal, Dr. Louis Trueba, Dr. Yolanda Salgado, Dr. Kevin Badgett and Dr. Jennifer Seybert, Dr. Michael O’dell, and Mr. Mark Parkerson.

1. Call to Order—Confirm Quorum is Present:
   Quorum was met.

2. Pledge:
   Pledge of Allegiance to the American Flag
   Pledge of Allegiance to the Texas Flag

3. Public Forum:
   None

ACTION ITEMS:

4. A request for a motion was made by Dr. Badgett to approve minutes from last board meeting. Dr. Trueba motioned to approve and seconded by Dr. Salgado.

   After the minutes were approved, Dr. Badgett realized the recorder was not recording. At that time, he started the recording and noted for the record what had been accomplished to that point.

5. A request for a motion was made by Dr. Badgett to approve the board policy as explained that it’s legal framework; in module 200 sect 1 was amended to read college of business & engineering. They discussed the difference between legal and local policies. Motion to approve board policy by Dr. Trueba and seconded by Dr. Salgado.

6. Dr. Badgett explained that an almost completely approved application for reimbursement had been filed with the Texas Department of Agriculture; however, because of the complexity of the mechanics in executing a breakfast program, school administration was proposing a waiver be requested from the Texas Education Agency from TEC 33.901 which requires meals be made available for all students if the student population has at least 10 percent of its students identified as eligible for free and reduced meals. Given the late nature of school preparations, the school administration is concerned with financial and logistic issues which could make compliance with TDA requirements difficult. Questions related to procedures for a
breakfast program were asked. Also, representatives from the UT Tyler Innovation Academy made recommendations for software and tracking of meal distribution which the UTPB STEM Academy are not prepared to implement. After some discussion, a request for a motion was made by Dr. Badgett to approve the waiver be submitted to TEA for food services for breakfast. Dr. Trueba motioned to approve and seconded by Dr. Salgado.

7. Dr. Badgett noted that the Student Code of Conduct had been emailed to board members for their review earlier in the week and provided a copy of the student dress code in the board packet. Board members asked no questions about the Student Code of Conduct. A request for a motion was made by Dr. Badgett to review and approve the Student Code of Conduct. Dr. Salgado motioned to approve and seconded by Dr. Trueba.

8. Dr. Badgett noted that the Student Handbook had been emailed to board members for their review earlier in the week. Board members asked no questions about the Student Handbook. A request for a motion was made by Dr. Badgett to review and approve the Student Code of Conduct. Dr. Salgado motioned to approve and seconded by Dr. Trueba.

9. Dr. Badgett gave a brief update related to the development of the budget along with sourcing information related to the development of student body estimates submitted to TEA. Dr. Trueba asked a question about funds dedicated to the library and we discussed the ebook purchases we are proposing. Dr. Ratheal discussed our eventual responsibility to repay UTPB for upfront property investments. Dr. Badgett explained approval by function. Dr. Salgado asked clarification related to the source of funding for the school and Dr. Ratheal reassured the board that the UTPB STEM Academy will be entirely self-funded. University services such as physical plant, custodial, electric would be provided by UTPB and the STEM Academy will be billed for those services. Dr. O’dell from UT Tyler added information about procedural needs to anticipate down the road. A request for a motion was made by Dr. Badgett to review and discuss 2014-2015 Budget; explained they were estimate submissions and adopted by function. A motion to approve budget was made by Dr. Trueba and seconded by Dr. Salgado.

Board Information

10. Superintendent’s Update
   a. Data Quality Manual – Dr. Badgett briefly discussed the Data Quality Manual which was developed as a template by Gavin Dickson at Region 11 and customized with Mr. Dickson’s support to meet specific needs at the STEM Academy.
   b. Dr. Seybert and Ms. Gonzales updated enrollment. Enrollment is almost at capacity. There are a couple open slots in the first grade level. Otherwise we are full with waiting lists at other grade levels.
   c. Staffing was discussed. We are almost fully staffed and will be interviewing nursing candidates over the next two days.
d. Professional Development – Dr. Seybert updated the board on the progress and status of professional development for the STEM Academy teachers.

e. Facilities – Dr. Ratheal updated the board on the status of the school’s facility. We are cautiously optimistic that the facilities may be ready for the first day of school but we have a plan B to use classroom space in the UTPB gym in the event we need alternative instructional space.

f. Technology Updates – This reviewed technology and software purchased to support curriculum delivery and data management
   i. Odyssey Ware – 3 – 6 Curriculum Delivery
   ii. Skyward – PEIMS Data Management
   iii. Edmentum – K-2 Curriculum Delivery
   iv. EDSPED – Special Education Data Management
   v. iPads – Instructional Facilitation

g. Parent Involvement in the Board – Dr. Badgett updated the board on where we are in identifying the last two board members. Voting will close for those positions on August 15th.

h. Dress Code – Reviewed earlier

i. Administrative Update – Dr. Badgett also discussed the importance of transparency in new processes and that we will also endeavor to do things with the best interests of kids in mind. Finally, we discussed the need to set a time for board meetings. There was some discussion at this point about the mandatory board training and options for that training.

ADJOURNMENT:

There were no additional comments or discussion so a motion was made by Dr. Salgado and seconded by Dr. Trueba. The meeting was adjourned at 1:11 p.m.

Next Meeting:
TBD

Minutes submitted by: Sabrina Gonzales and Kevin Badgett