

Board Meeting Minutes

May 5, 2022, at 12:02 PM



ATTENDING:

Dr. Yanira Oliveras-Ortiz, Mr. Eric Semlear, Mr. Daniel Rodriguez, Mr. Jeffry Kennemer, Dr. Michael Odell, Dr. Jo Ann Simmons, Ms. Christian Chesnut, and Ms. Kimberly Harden. Multiple parents/guests were present/watching via online streaming through Zoom.

OPENING:

The board meeting of the UT Tyler University Academy was called to order at 12:02 p.m. by Dr. Yanira Oliveras-Ortiz on Thursday, May 5th, 2022.

1. Call to Order

- Yanira Oliveras-Ortiz confirmed quorum of board members were present, Dr. Joanna Neel, and Dr. Dominick Fazarro absent.

2. Pledge:

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

PUBLIC COMMENT:

3. Open for Public Comment

- Dr. Oliveras-Ortiz confirmed that there were no requests for public comment.

ACTION ITEMS:

4. Consent Agenda

- a) Previous Minutes, March 3, 2022.
1st Motion: Mr. Rodriguez, 2nd Motion: Mr. Kennemer, Passed 5-0

5. Request Approval of 2021-2022 Budget Amendments:

- Ms. Chesnut introduced our new Admin Assistant out of the District Office, Ms. Kimberly Harden.
- The University Academy received IDEA B ARP funds that needed to be budgeted. Funds were also moved from the Instruction Function to cover expenses under Health Services and Security Functions.

A handwritten signature in blue ink, appearing to be 'GJK', enclosed in a blue square box. The letters 'DS' are printed in a small font above the signature.

7/14/2022

- The University Academy moved funds from the Instruction Function to the General Administration function to cover expenses.

1stMotion: Mr. Kennemer, 2nd Motion: Mr. Semlear, Passed 5-0

6. Request Approval of Superintendent to the Region 7 Advisory Committee for 2022-2023:

- Dr. Simmons discussed that Region 7 would like someone from the district level to be appointed to the Advisory Committee each year.

1st Motion: Mr. Rodriguez, 2nd Motion: Mr. Kennemer, Passed 5-0

7. Request Approval of TEKS Certification for 2022-2023

- Ms. Chesnut discussed the TEKS Certification form for Texas Education Agency. Each year the University Academy needs to certify to Texas Education Agency what subjects are taught and what grade levels we serve. This document looks different this year as we also must disclose the Curriculum materials, we are using in the requested grade levels.
- Dr. Simmons also discussed the University Academy certifying the TEKS we teach to TEA.

1st Motion: Dr. Odell, 2nd Motion: Mr. Rodriguez, Passed 5-0

8. Request Approval of Region 7 E-Agreement for 2022-2023

- Dr. Simmons discussed the services we use provided by Region 7 each year. This information has to be presented to the Board each year for approval. We will spend a little over \$45,000 in the coming year on these services. Dr. Simmons discussed an example of the services as the Professional School Counselor Coop, Ms. Parker will attend specific training and have access to updates that may come down from the state.

1st Motion: Dr. Odell, 2nd Motion: Mr. Kennemer, Passed 5-0

INFORMATIONAL ITEMS:

9. Superintendent Report

a. Financial Update FY22

Ms. Chesnut discussed the budget updates for the General Fund and the Non Gov Funds. The University Academy has received 4.6 million in revenue and spent 5.4 million in expenses under the General Fund. The University Academy has received

\$268,000 in revenue and spent \$418,000 in expenses under Non-Gov Funds. Ms. Chesnut also reiterated that for our Grants we must spend money to receive money. By the end of the year the funds should not be upside down.

b. District/ Campus Enrollment and Attendance

Dr. Simmons presented and explained to the board the attendance rate for University Academy across the district. Overall attendance rate is 94.74%, a decrease from the past but a lot of students have been out due to sickness. Dr. Simmons discussed where the University Academy was in the lottery process. We did not have this information to share with the board. Overall, our enrollment will be strong for next year. The University Academy is still accepting applications.

c. Campus Updates

This is currently STAAR testing week and that is why most of our staff are not attending the board meeting. The next 2 weeks the University Academy will be testing.

d. Administrative Updates

i. Senior Banquets

Each campus will have a Senior Banquet and then come together for the Graduation Ceremony. Dr. Odell will be our Commencement guest speaker and Dr. Calhoun will be present to distribute diplomas. Tyler and Palestine will also have a Kindergarten Graduation Ceremony.

The University Academy will also host overnight trips for the 7th and 8th grade students, 9th and 10th grade students, and the 11th and 12th grade students. If any Board Member would like to attend any of the overnight trips, they can contact Dr. Simmons. Dr. Simmons will send out the Senior Banquet information to the Board Members.

ii. Recruitment 2022-2023

The University Academy is recruiting for the 2022-2023 school year.

iii. Facilities

The University Academy in Tyler will be getting 4 new classrooms which will be 2 portables. High School students will be in the new portable buildings. There will also be an additional section of 4th grade and will make room for the new kindergarten class coming in.

A new High School Building in Tyler is still being discussed and explored as well as an additional building in Longview. Our new President supports the University Academy.

A Development Center for the University is being explored. Dr. Simmons has visited other Day Care Facilities.

End of year maintenance is being scheduled.

e. Lab School Activities

Dr. Simmons detailed to the board the Lab School Activity updates. There are two candidates recommended for hire from the University's education programs.

f. Board Election Appointments

i. Palestine Election: Departing Member, Mr. Danny Rodriquez

1. Dr. Simmons discussed a little bit about Mr. Rodriquez, expressed appreciation for him and presented him with an appreciation Plaque for his service on the Board.

2. Mr. Alan Buckland is the lone candidate for the upcoming Palestine election. There will be a Meet and Greet for Mr. Buckland hosted by Dr. Odell on May 9th at 5:30 p.m.

ii. College of Education Appointment; Term Ending, Dr. Yanira Oliveras-Ortiz

1. Dr. Simmons announced that Dr. Yanira Oliveras-Ortiz's term is ending and will have to make a call for nominations within the School of Education. Dr. Simmons expressed appreciation for the service and support of our Board Members.

10. Adjournment

1st Motion: Dr. Odell, 2nd Motion: Mr. Rodriguez, adjournment occurred at 12:36 p.m.

Adopted at a meeting of the Board on July 14, 2022.

DocuSigned by:



DF2877F0CFC5428...

Mr. Jeffrey Kennemer
President, UTTUA School Board

7/14/2022

Certificate Of Completion

Envelope Id: 34E67681EE144058AF790A282FECDE14	Status: Completed
Subject: Please DocuSign: 5.a. Board Meeting Minutes_May 2022.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 5	Initials: 3
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Jaema Krier
Time Zone: (UTC-06:00) Central Time (US & Canada)	3900 University Blvd
	Tyler, TX 75799
	jkrier@uttyler.edu
	IP Address: 129.114.199.88

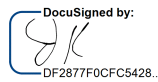
Record Tracking

Status: Original	Holder: Jaema Krier	Location: DocuSign
7/14/2022 7:10:08 PM	jkrier@uttyler.edu	

Signer Events

Jeffrey Kennemer
 jkennemer@uttia.org
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Drawn on Device
 Using IP Address: 47.219.121.228
 Signed using mobile

Timestamp

Sent: 7/14/2022 7:14:26 PM
 Viewed: 7/14/2022 7:15:30 PM
 Signed: 7/14/2022 7:17:41 PM

Electronic Record and Signature Disclosure:

Accepted: 7/14/2022 7:15:30 PM
 ID: 2d2535f0-4a3d-4d86-9cdc-a48021c44924
 Company Name: The University of Texas at Tyler

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Jaema Krier
 jkrier@uttyler.edu
 Director of Administration
 UT Tyler University Academy
 Security Level: Email, Account Authentication (None)



Sent: 7/14/2022 7:17:41 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	7/14/2022 7:14:26 PM
Certified Delivered	Security Checked	7/14/2022 7:15:30 PM
Signing Complete	Security Checked	7/14/2022 7:17:41 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	7/14/2022 7:17:41 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, The University of Texas at Tyler (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact The University of Texas at Tyler:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: gbrandenburg@uttyler.edu

To advise The University of Texas at Tyler of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at gbrandenburg@uttyler.edu and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from The University of Texas at Tyler

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to gbrandenburg@uttyler.edu and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with The University of Texas at Tyler

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to gbrandenburg@uttyler.edu and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">• Allow per session cookies

- | | |
|--|---|
| | <ul style="list-style-type: none">• Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection |
|--|---|

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify The University of Texas at Tyler as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by The University of Texas at Tyler during the course of my relationship with you.