

Texas School for the Blind and Visually Impaired
BOARD MEETING MINUTES
May 25, 2023

Call to Order

Lee Sonnenberg, Board President called the meeting of the Board of Trustees for the Texas School for the Blind and Visually Impaired to order at 10:17 a.m.

Introduction of Board Members and Audience

Board members present in person were: Lee Sonnenberg, Elaine Robertson, Brenda Lee, Beth Jones and Ernest Worthington. Dan Brown and Maghan Gautney attended via Zoom. Jullie Prause was not present.

Audience members present were: Emily Coleman, Superintendent; Veronica Keating, Executive Assistant; Florence Smythe-McCauley, Michael Clinkscales, Social Worker; Valerie Perwein, Special Ed Director; Cherly Williams, HR Director; Ann Du, CFO; Scott Brackett, IR Director; Sara Merritt, STP Principal; Jenny Wells, General Counsel; Miles Fain, Principal; Eden Hagelman, Assistant Principal; Craig Edgley, Teacher; Kay Pruett, Teacher; Scout Sonnenberg, Susan Houghtling, Planning and Evaluation Coordinator, Christina Hoke, Accounting Director; Bryan Maffett; Eric Grimmatt, CSR Director; Kate Borg, Outreach Director; TSBVI Student; and Alex Arguello, Head of Community Engagement.

Recognition of Retiring TSBVI Staff Members

Mr. Sonnenberg recognized staff members Dr. Kay Pruett, Michael Clinkscales and Rebecca Lopez for their dedicated service to students, families and the School.

Public Comments/Open Forum

There were no comments.

Consideration of Approval of Minutes of April 3, 2023 Board Meeting

Brenda Lee motioned to approve the April 3, 2023 board meeting minutes. Elaine Robertson seconded the motion. The Board voted unanimously and the motion passed.

Report from the Audit, Compliance, and Management Review Committee

a. Report from the Internal Auditor

➤ **Consideration of approval of the Abuse, Neglect, and Exploitation (ANE) Investigating Procedures Audit**

Ms. Robertson stated that, the contracted auditing firm Garza/Gonzalez and Associates performed procedures in compliance with the Texas Family Code Chapter 261, applicable Texas Administrative Code rules, and the Abuse, Neglect, and Exploitation (ANE) Investigating Procedures Area (Area) established policies and procedures. These procedures were performed for the 2019-2020, 2020-2021, and 2021-2022 school years. The Audit, Compliance, and Management Review Committee recommended the approval of the audit; therefore, a second was not required. The Board voted unanimously and the motion passed.

Report from the Finance Committee

Mr. Sonnenberg said that the Operations Department had several projects taking place on campus. The exterior gates still need automatic gate mechanisms installed. The Texas Facilities Commission had security cameras in stock and provided them to the School. The School's maintenance crew installed them on campus.

a. **Consideration of approval of Investment Report**

The Finance Committee recommended approval of the Investment Report, therefore, a second was not required. The Board voted unanimously and the motion passed.

b. **Consideration of approval of receipt of gifts and donations of over \$500**

The Finance Committee recommended approval of receipt of gifts and donations of over \$500, therefore, a second was not required. The Board voted unanimously and the motion passed.

c. **Consideration of approval of request for expenditure of gifts and donations**

There were no requests for expenditures.

d. **Review of budget reports**

➤ **Operating Budget Expenditure Report**

The benchmark for the percentage of the budget used as of April 30, 2023 was 66 percent. The total budget used for classroom instruction was 69 percent. The residential program total budget used was 62 percent. The total budget used for summer and Short-Term Program was 45 percent. The total related and support services budget used was 69 percent. Technical assistance percentage of the budget used was 68 percent. The teacher preparation percentage of budget used was 28 percent. The total budget used for the central administrative strategy was 59 percent.

➤ **Legacy Revenue Budget Report**

The benchmark for revenues for the eight month period ending April 30, 2023 was 66 percent. The total Legacy revenues budget received was 98 percent.

➤ **Legacy Operating Expenditure Budget Report**

The benchmark for the percentage of the budget used was 66 percent. The total percent of the budget used was 58 percent.

Report from the Program Committee

a. **Consideration of approval of board policies:**

FFG (TSBVI) Student Welfare: Abuse, Neglect, Exploitation, and Improper Child Care Incidents

Brenda Lee reported the Program Committee recommended review of policy FFG (TSBVI) Student Welfare: Abuse, Neglect, Exploitation, and Improper Child Care Incidents with no recommended changes; therefore, a second was not required. The Board voted unanimously and the motion passed.

b. **Report from Comprehensive Programs Principal**

➤ **School Health Advisory Council's (SHAC) activities and recommendations**

Ms. Lee reported that parents Barbara Knighton and Amy Potts were both no longer serving on the Council. They are recruiting council members to replace them. She stated the activities focused on physical and mental health that were held throughout the school year. The SHAC recommends a continued focus on cross curricular implementation focused on Social and Emotional Learning (SEL) and infusing lessons with the Expanded Core Curriculum (ECC) model. They also reported on the different forms of communication they use to reach the students, parents and staff. She reported on the different security and safety measures taken throughout the campus.

➤ **Comprehensive Programs update**

Ms. Lee reported the School is increasing safety and security communications with students and families. Stacy Correa provides information about upcoming drills and their purpose to staff, students and families.

c. **Report from Short-Term Programs Principal**

➤ **Short-Term Programs update**

Ms. Lee stated that Short-Term Programs completed an outdoor exploration program.

➤ **Summer 2023 program update**

There were 240 students accepted into the 2023 Summer Programs. Ms. Lee added the department was fully staffed.

d. **Report from Outreach Director**

➤ **Outreach program update**

She reported Outreach discussed information reported from different advisory committees. She stated there was discussion regarding Teacher of the Visually Impaired (TVI) loss and recruitment.

Consideration of Approval of New Contract Staff

Emily Coleman reported there were changes to the list sent out to the Board. The changes were Carrie Clark was approved as a behavior specialist and is being corrected to instructional specialist, Dori Senatori was approved as a teacher and is being corrected to instructional specialist and Julie Swegle was approved as a teacher and is being corrected to lead curriculum teacher. The new staff contracts to approve were Vianey Salinas, Teacher and Christina Cortes, Teacher. The resignations, retirements and substitutes were Adam Graves, Teacher; Leslie Hagood, Teacher; and Elina Mullen, Teacher.

Elaine Robertson motioned to approve the contracts as amended. Ernest Worthington seconded the motion. The Board voted unanimously and the motioned passed.

Review of the 2023-2024 Annual Improvement Plan

Ms. Coleman reviewed the final 2023-2024 Annual Improvement Plan. She stated the Board would receive the final update on action plans for the 2022-2023 school year at the September meeting.

Report from the Superintendent

a. **Legislative activities**

Ms. Coleman reported that the Legislature was finalizing the budgets for the next biennium. She stated that teacher preparation programs and outreach items were not funded

b. **Campus activities**

Ms. Coleman stated that prom was held on Wednesday April 5, 2023 and was one of the most inclusive and accessible proms the School has had. She added that the software company Waymo gave a presentation at the School on a driverless car. The SCASB track, field and goalball tournament took place at TSBVI on April 20 through April 22, 2023. TSBVI staff member Craig Edgley received Star of the Month award from Region 13. Short-Term Programs held the Capital Experience for students. They traveled to the Capital to learn about the different sessions and activities that take place there.

c. **Superintendent's activities**

Ms. Coleman stated that she hosted dinner for the SCASB school leadership at her residence. She stated she was still the SCASB Board President. She attended PPAG and Ed Action

advisory committee meetings. She said the School's staff appreciation event went well. Ms. Coleman said she continues serving on the COSB Board. She also facilitated a deafblind certification taskforce meeting. She stated A Sense of Texas Podcast just wrapped up season five.

Discussion of Future Board Meeting Topics

There were no topics to discuss.

Announcements

Elaine Robertson's daughter was married and her son was engaged one week later.

Adjournment

Elaine Robertson motioned to adjourn the Texas School for the Blind and Visually Impaired Board of Trustees meeting. Beth Jones seconded the motion. The Board voted unanimously and the meeting was adjourned at 11:45 a.m.