

**Uplift Education Board Meeting Minutes**  
Tuesday, February 28, 2023, at 4:30 p.m.

A meeting of the Board of Uplift Education was held on the date and time listed above.

Called to Order: 4:37 p.m.

Adjourned: 6:26 p.m.

Executive Committee Members Present:

1. Dr. Lael Melville
2. John Beckert
3. Cameron Johnson
4. Andre McEwing
5. John McPherson
6. Christine VanDeVelde
7. Pilar Davies
8. Ricky Garcia

Guests:

1. Marcia Aaron, Charter School Growth Fund
2. Adara Robbins, Charter School Growth Fund
3. Giovanni Sanchez, Alumni

<i>TOPIC</i>	<i>DISCUSSION/CONCLUSIONS</i>	<i>ACTIONS</i>
I. Call to Order and Announcements	<p>L. Melville welcomed the board to the meeting and took attendance. A quorum being present, the meeting was called to order at 4:37 p.m.</p> <p>Y. Bhatia introduced guests from the Charter School Growth Fund and an alumni, Giovanni Sanchez.</p> <p>J. Beckert gave an announcement on the annual fund.</p>	
II. Community Forum	No community members were present to speak during the Community Forum.	
III. Board Minutes	<p>L. Melville introduced the February 7, 2023, board minutes for approval. The board was provided the minutes for review in their pre-read.</p> <p><b><u>ACTION ITEM</u> – Consider and take action on approving minutes from the February 7, 2023, board meeting.</b></p>	Upon a motion to approve the February 7, 2023 board meeting minutes, as presented, by J. Beckert, and seconded by R. Garcia, the board unanimously approved the motion.
IV. Mission Moment	<p>Y. Bhatia presented the Mission Moment, which included the following successful events:</p> <ol style="list-style-type: none"><li>1. Fort Worth Investors Luncheon with thanks to A. McEwing and the Fort Worth Advisory Board.</li><li>2. Uplift Art Show at NorthPark Mall, which received so much foot traffic that the Mall asked for the Show to be extended.</li><li>3. Moment of Science at Perot Art Museum with thanks to Rusty Jagers.</li><li>4. Board School Engagement Committee events, including the staff basketball game being held on April 22, 2023, and supporting scholars who took the ACT on March 28, 2023.</li><li>5. Upcoming Senior Decision Day on May 22, 2023, at Dickies Arena.</li></ol>	

<p>V. State Intruder Detection Audit Finding</p>	<p>This item was presented on by A. Berk and included the following: Uplift Pinnacle Primary School was flagged for not having correct documentation on their weekly exterior door Sweeps. Responsible staff were trained on February 13, 2023, and the Local Safety and Security Committee met on February 23, 2023. Uplift’s Corrective Action Plan is due to the Texas Safety and Security Committee 45 business days from the date of initial notification.</p>	
<p>VI. Finance Update AND VII. Enrollment and Marketing/Engagement Update and Strategy for 23-24 SY</p>	<p>Y. Bhatia provided this Update, which included the following information:</p> <ol style="list-style-type: none"> <li>1. Sharing of new members who’ve joined our Financial Services Team. <ol style="list-style-type: none"> <li>a. Leslie Berlin, CFO</li> <li>b. Kamal Manik, Controller</li> <li>c. JoAnn Pacheco, Director of Restricted Programs</li> <li>d. Timothy Graham, Director of Procurement</li> <li>e. Zach Kotz, Director of Finance</li> </ol> </li> <li>2. Deep dive into enrollment and marketing plans for next year.</li> <li>3. Update on budget process for 2023-24.</li> <li>4. Update on Spring bond program timeline.</li> </ol> <p>Uplift’s Budget is driven by the following four main factors:</p> <ol style="list-style-type: none"> <li>1. Enrollment (retention of current scholars + new scholars)</li> <li>2. State funding per student (includes attendance)</li> <li>3. Expense management</li> <li>4. Philanthropic support</li> </ol> <p>Enrollment Update, including data on the following:</p> <ol style="list-style-type: none"> <li>1. Update on current enrollment for 22-23, Day Before School for 23-24, and Target Enrollment for 23-24.</li> <li>2. Path to 23-24 enrollment, including gaps.</li> <li>3. Application gaps by school and grade.</li> <li>4. Intentional stakeholder management <ol style="list-style-type: none"> <li>a. Ensure new families convert from lottery to ‘fully enrolled’ status.</li> <li>b. Minimize withdrawal rates of current families.</li> <li>c. Maintain high parent sentiment for both retention and support of ‘word of mouth’ advertising.</li> <li>d. Meet the needs of older scholars who often influence parents on which school they attend.</li> </ol> </li> <li>5. Application to first day of school funnel 21-22.</li> <li>6. Review of Withdrawals and Applications matrix.</li> <li>7. Review of Parent Sentiment and Applications matrix.</li> </ol> <p>R. Washington provided information on the following:</p> <ol style="list-style-type: none"> <li>1. Key points of scholar feedback survey.</li> <li>2. What scholars value about Uplift high schools.</li> <li>3. Why scholars want to attend a non-Uplift high school.</li> <li>4. Steps we have taken this year to address feedback: <ol style="list-style-type: none"> <li>a. School policies</li> <li>b. Course offering</li> <li>c. Athletics/Activities</li> </ol> </li> <li>5. Next steps regarding high school programming.</li> </ol> <p>D. Bigham provided information on the following:</p> <ol style="list-style-type: none"> <li>1. Current marketing plan of Out of Home, social, and Lead Generation.</li> <li>2. What Lead Generation looks like as a process.</li> <li>3. Leveraging paid TV spots</li> <li>4. Tactical marketing changes</li> </ol> <p>Y. Bhatia provided information on the following:</p> <ol style="list-style-type: none"> <li>1. Update on the budget process for 23-24:</li> </ol>	

	<ol style="list-style-type: none"> <li>a. Based on pro forma budget for next school year with the winding down of ESSER and softer enrollment, we need to find \$30M of savings/ additional revenue.</li> <li>b. Met with all 45 school leaders in individual meetings during the week of February 13<sup>th</sup>.</li> <li>c. Adjusted campus staffing plans based on repurposing State Comp Ed funds to support positions typically covered by Gen Ed/ Basic Allotment funds.</li> <li>d. Adjusted campus staffing plans based on current enrollment realities (when needed).</li> <li>e. Process resulted in reduction of 88 positions worth about \$9 million in payroll for next year.</li> <li>f. Next step in process is to work on CMO payroll and non-payroll; needed to start with campuses first as our network transfer window opens April 3<sup>rd</sup> and letter of assurance process for teachers goes out right after Spring Break.</li> </ol> <ol style="list-style-type: none"> <li>2. Path to budget reductions.</li> <li>3. Updated bond process timeline: <ol style="list-style-type: none"> <li>a. Submit new PSF application the week of Feb 6 (completed)</li> <li>b. Receive the PSF allocation by mid-March</li> <li>c. Sell (price) the bonds on or about March 23</li> <li>d. Close the bond issue on or about Apr 4</li> </ol> </li> <li>4. Finance Dashboard.</li> </ol>	
VIII. Academic and RTCC Update	<p>N. Erber provided information on High Impact Tutoring (HIT), including the following information:</p> <ol style="list-style-type: none"> <li>1. What is HIT and how is it different from traditional tutoring.</li> <li>2. What HIT looks like at Uplift.</li> <li>3. Review of data by division.</li> <li>4. Lessons learned and adjustments for 23-24.</li> </ol> <p>Daniel Gray provided information on RTCC, including an update on the Hammon Grant and related goals, program design updates, healthcare pathway leadership, partner development, timeline of progress, and next steps.</p>	
IX. Administrative Action Items	<p>Administrative Action Items were presenting on by A. Berk and included the following:</p> <ol style="list-style-type: none"> <li>1. At the February 8th board meeting, the Executive Committee approved the 23-24 academic calendar. Since that afternoon, we received feedback from internal stakeholders regarding preferred days to use as “bad weather make-up days,” and have adjusted the 23-24 calendar to account for that preference.</li> </ol> <p><b><u>ACTION ITEM:</u> Consider and take action on approving revised academic calendar for the 23-24 School Year.</b></p> <ol style="list-style-type: none"> <li>1. TEA requires all school districts to meet a certain number of minutes/days in a school year – 75,600 minutes/180 days – but understands that health and safety issues out of our control can occur that prevents us from meeting those requirements. If we do have a health or safety issue that forces us to close school, we must first use our two “bad weather make-up days” already built into our academic calendar. After that, we can apply for a waiver from TEA for the minutes/days we will not meet due to the forced closures.</li> <li>2. Due to the recent winter storm in January, we were forced to close school for four school days. After using our two “bad weather</li> </ol>	<p>Upon a motion to approve the revised academic calendar for the 23-24 school year, as presented, by J. McPherson, and seconded by R. Garcia, the board unanimously approved the motion.</p>

	<p>make-up days” for 1/31/23 and 2/1/23, we are left with two school days we need a missed school day waiver for – 2/2/23 and 2/3/23.</p> <p>3. Additionally, last semester, Uplift Gradus had a power outage on 8/18/22 and was forced to close. Because Gradus is already using its two “bad weather make-up days” for the winter storm, we need to apply for a missed school day waiver for 8/18/22.</p> <p><b><u>ACTION ITEM:</u> Consider and take action on approving TEA waiver for missed school days due to inclement weather.</b></p> <p><b><u>ACTION ITEM:</u> Consider and take action on approving TEA waiver for missed school day for Uplift Gradus Preparatory due to power outage.</b></p> <p>4. The Richard B. Russell National School Lunch Act requires every school district in the country to have a wellness policy that outlines efforts to create supportive school nutrition and physical activity environments. It has been a number of years since the board last approved the current Wellness Policy and we are asking the board to formally re-approve it to comply with the Act.</p> <p><b><u>ACTION ITEM:</u> Consider and take action on renewing CNP School Wellness Policy.</b></p>	<p>Upon a motion to approve the TEA waiver for missed school days due to inclement weather, as presented, by P. Davies, and seconded by C. Johnson, the board unanimously approved the motion.</p> <p>Upon a motion to approve the TEA waiver for missed school day for Uplift Gradus Preparatory due to power outage, as presented, by J. Beckert, and seconded by J. McPherson, the board unanimously approved the motion.</p> <p>Upon a motion to approve renewing the CNP School Wellness Policy, as presented, by C. Johnson, and seconded by P. Davies, the board unanimously approved the motion.</p>
X. Closed Session	The board did not retire to closed session.	
XI. Adjournment	There being no further business before the before, L. Melville adjourned the meeting at 6:26 p.m.	

Respectfully submitted by Alexander S. Berk, Secretary.