



AGENDA

HFLI Board of Trustees Meeting
Tuesday, January 19, 2021
9:15am EST/8:15am CST

Notice is hereby given that a Meeting of the Board of Directors of Henry Ford Learning Institute will be held on January 19, 2021 beginning at 9:15AM. **DUE TO COVID-19 EMERGENCY THIS MEETING WILL BE VIRTUAL AND THIS MEETING WILL BE CONDUCTED BY TELEPHONE CONFERENCE AND/OR VIDEO CONFERENCE IN ACCORDANCE WITH THE GOVERNOR'S AUTHORIZATION CONCERNING SUSPENSION OF CERTAIN OPEN MEETING LAW REQUIREMENTS FOR COVID-19 (CORONAVIRUS) DISASTER.**

Members of the public may access the meeting by dialing +1 312 626 6799 or clicking <https://hfli.zoom.us/j/95348953702>.

A quorum of members of the Board of Directors will participate in the meeting and will be audible to the public.

Items will not necessarily be discussed or considered in the order they are printed on the agenda below. If, during the course of the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Roll Call and Quorum Check.

Call Meeting to Order.

Public Comment

Open Session: Action Items

- a. Review and Approve Minutes from Board of Trustees' Meetings on November 17, 2020. p. 4
- b. Review and Approve 2019-2020 Audited Financials for HFA Alameda School for Art + Design (provided in advance through separate email)
- c. Review and Approve Charter School HB3 Early Childhood and College Career, Military Readiness CCMR Board Adopted Plans and Goals (overview of TEA requirement provided) p. 10



- d. Review and Confirm Ms. Jessica Sanchez as the Superintendent/Principal for HFA Alameda School for Art + Design

Open Session: Strategic/Discussion Items

- a. Provide Update on Local Community Request to Change HFA Alameda's Legal Name
- b. Provide Update on HFA Alameda School Campus and Facilities (Alameda Theater renovation progress, ATC + HFA sub-lease and negotiations for sub-lease extension)
- c. Superintendent's Update for HFA Alameda School

**Schedule of 2021 Board of Trustees' Meetings
(all meetings held virtually until further notice)**

January 19	(9:15 - 10:15am)
February 16	(9:15am - 11:30am)
May 18	(9:15 - 10:15am)
June 15	(9:15am - 11:30am)
August 18	(9:15 - 10:15am)
September 21	(9:15am - 11:30am)
November 16	(9:15am - 11:30am)

Schedule of 2021 Executive Committee Meetings

February 2
March 2
April 6
May 4
June 1
July 6
August 3
September 7
October 2
November 2
December 7



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In accordance with the Texas Open Meetings Act (Subchapters D and E of Ch. 551, Texas Government Code), the Board may enter into closed / executive session to deliberate any subject authorized by Subchapter D that is listed on the Agenda for this meeting. Before any closed / executive session is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed / executive session. Any final action, decision, or vote on a subject deliberated in closed / executive session will be conducted in open session in compliance with the Texas Open Meetings Act.

This notice was posted at 4:00pm, January 16, 2021.



MINUTES

**HFLI Board of Trustees Meeting
Tuesday, November 17, 2020
9:15am Eastern/8:15am Central**

1. Roll Call, Established Quorum

Mr. Schmidt performed a roll call and determined presence of a quorum.

Trustees Present: Mike Schmidt, Brent Ott, Deborah Parizek, Cora Christmas, Townsend McNitt
[Henry Munoz joined at 8:27am Central/9:27am Eastern.]

Guests Present: Lisa Kreinbring, Ossama Elroos, and Sonya Nicks of HFLI
Jessica Sanchez of HFA: Alameda School

2. Called Meeting to Order

Mr. Schmidt called the meeting to order at 8:27am Central/9:27am Eastern.

Due to the COVID-19 emergency this meeting was held virtually, conducted by video conference in accordance with the Texas governor's authorization concerning suspension of certain open meeting law requirements for COVID-19 (coronavirus) disaster.

3. Public Comment

Notice was posted that a special meeting of the HFLI Board would be held at this date and time. Mr. Schmidt called for any public comment. Ms. Parizek confirmed that no requests for public participation were received.

Open Session: Action Items

4. Approved Minutes from Board of Trustees' Meetings on September 15, 2020 and October 27, 2020.

Both meetings were called as special meetings to address time sensitive and required agenda items for HFA Alameda School. Mr. Schmidt called for a motion to approve the minutes. Mr. Ott moved, Ms. McNitt seconded. Motion passed.



5. Approved Minutes from Executive Committee Meeting on October 12, 2020 and November 9, 2020

Mr. Schmidt called for a motion to approve the minutes. Mr. Ott moved. Ms. Christmas seconded. Motion passed.

6. Approved Schedule of 2021 Board of Trustees' Meetings

Ms. Parizek explained that for 2021, HFLI is eager to provide a more predictable meeting schedule and promote stronger engagement with the Board on HFLI purpose and impact work. She added that there has been an increased need to address TEA policy and operating changes with short lead time, and a desire to avoid "special meetings" and within the regular, predictable schedule. The proposed schedule is comprised of:

- 4 deep dive meetings to address HFLI strategy, impact and operating concerns, HFA Alameda critical short and long-term decisions/actions for students and community. These will be 2-2.5 hours in duration.
- 3 HFA Alameda mandatory business meetings, which will be shorter than the deep dive meetings.

Proposed Schedule (all times are Eastern):

January 19	(9:15 - 10:15am)
February 16	(9:15am - 11:30am)
May 18	(9:15 - 10:15am)
June 15	(9:15am - 11:30am)
August 18	(9:15 - 10:15am)
September 21	(9:15am - 11:30am)
November 16	(9:15am - 11:30am)

Mr. Schmidt called for a motion to approve the schedule. Mr. Munoz moved. Ms. McNitt seconded. Motion passed.

7. Re-elected Ms. Townsend McNitt for Re-election to HFLI Board of Trustees

Mr. Schmidt introduced the need to re-elect Ms. McNitt for a 3-year term. He called for a motion. Mr. Munoz moved. Mr. Ott seconded. Motion passed.

8. Approved Proposal to Invite Mr. Ziad Ojakli to Become an HFLI Advisory Trustee

Mr. Schmidt explained that Mr. Ojakli, a longtime HFLI trustee, is still committed to the work of HFLI, but finds it increasingly challenging for him to be regularly available. Ms. Parizek explained that HFLI would look for opportunities for Mr. Ojakli to advance HFLI's work.



Mr. Schmidt called for a motion to approve. Ms. McNitt moved. Mr. Munoz seconded. Motion passed. Discussion ensued regarding the strong desire to keep Mr. Ojakli connected in a way that works for him.

9. Reaffirmed Previous Board Delegation of Return to School Decision Making

Mr. Schmidt introduced Ms. Sanchez to review COVID-19 decision thresholds to return HFA Alameda School to 100% off-campus instruction. Although positivity in San Antonio is rising, the school is unable to go back to an online-only option per the school's attorney until the governor and education commissioner make that ruling. Until that time, learning will continue both at school and online. Students on campus have a temperature check and a general wellness check every morning. There have been no positive cases at the school. There are a maximum of 4 students per learning studio to maintain social distancing. Families will be reminded about the availability of testing.

Currently, San Antonio has a 9.4% positivity rating with 14 straight days of increases in confirmed cases. This triggers a Board decision point - whether to call for a return to off-campus instruction for all students when it hits the threshold. Ms. Parizek said that the Board previously delegated the ability for Ms. Parizek and Ms. Sanchez to make a decision should the school need to return entirely online.

10. Approved Update to Attendance and Enrollment Policy

Ms. Sanchez provided information on the TEA move to a common application for all charter schools. TEA wanted to see a more streamlined process and look. Mr. Schmidt called for a motion to approve. Mr. Munoz moved. Ms. McNitt seconded. Motion passed.

11. Approved HFA Alameda School Employee Handbook Changes

Ms. Sanchez provided an overview of major changes to employee and student handbooks. Changes are summarized in the one-page document (p. 13 of the Board Packet). The most notable changes are for those students with special education designations (changes previously approved by the Board) and the leave policy for employees. Also included are new codes of conduct for online learning. The complete handbooks are included at the end of the Board packet (p. 42 for employee handbook; p. 75 for student handbook). Mr. Schmidt called for a motion to approve the employee handbook changes. Ms. Parizek moved. Mr. Ott seconded.

12. Approved HFA Alameda School Student Handbook Changes

Discussed in tandem with employee handbook changes. Mr. Schmidt asked for a motion to approve the student handbook changes. Ms. Christmas moved. Ms. McNitt seconded. Motion passed.



13. Approved Proposed HFLI 2020 - 2021 Annual Budget

Ms. Nicks stepped the Board through the year-to-date financials and year-end forecast. HFLI is projected to end the year with a <-\$222,735> net change.

Ms. Nicks then presented the year-end forecast versus the 2021 budget for board approval. HFLI is proposing 2021 total revenue at \$1,272,500 (an increase), which Ms. Nicks detailed by program source, grants, earned and administrative fees, and interest income. Total 2021 expenses are estimated at \$1,390,941. Sixty-seven percent of the expenses are wages and benefits, which includes an additional 1.0 FTE and 3% COLA for all employees. The net change proposed is <-\$118,441> at year end.

Ms. Parizek added that HFLI anticipates the 2020 PPP loan forgiveness will be approved and will improve the bottom line. For 2021 HFLI has only included projects named to date and a conservative percentage of possible work as earned revenue. Ford Law Career Academy and Makers Response Corps estimated revenue and expense will drop out if HFLI is not able to secure additional financial support to cover the full cost for them. HFLI has received funding to address its staff support for HFA Alameda and in light of the financial impact of COVID-19 on the school, has also included additional operating or equipment expenses in case they need direct HFLI financial support. Mr. Ott commented that this seems like a prudent plan.

Ms. Nicks also reviewed the current statement of financial position. HFLI holds \$852,125 in cash, with investments of \$2.1 million and receivables of \$49,000. The PPP loan is reflected as a liability and a forgiveness decision is anticipated in the near future.

Mr. Schmidt asked for a motion to approve the 2021 HFLI Budget. Ms. McNitt moved. Mr. Ott seconded. Motion passed. Ms. Parizek commented about the work of the HFLI team in strength, work and financial responsibility. She is excited about where HFLI is headed next year as a result of the foundation the team is laying. Mr. Schmidt also spoke of the strong management and testament to the team.

Open Session: Action Items

14. Update on HFA Alameda School

Ms. Sanchez provided an update on student learning. There are 16 students who regularly participate in on-campus learning and the staff are working to build community and make it fun for those students. For off-campus students, there have also been focused conversations about the characteristics of quality online learning environments and what to do to make them successful. The school continues to receive applications for future enrollment. She has engaged Aguillon & Associates, who will help develop stories about dual enrollment and social media. The school is retaining students; parents and students are engaged. Other schools are facing drops in enrollment.



Mr. Ott suggested that the Board take the opportunity to discuss a request to adjust the school's name since all board members are present. Ms. Parizek explained that HFLI received a request to consider adjusting the school's name. Ms. Parizek provided an overview of founding partners' series of discussions and those with community members in San Antonio. This is not a decision that HFLI or the school can make independently. Discussion ensued. Before departing at 10:10am Eastern, Mr. Munoz offered his assistance.

Mr. Ott expressed thanks to Ms. Sanchez and the school staff, and Ms. Sanchez talked of the impact that those messages have for the staff.

15. Discussed HFLI Signature Programs and Initiatives

Ms. Parizek led a discussion of key accomplishments for 2020, aligned to revised COVID-19 priorities. She explained that HFLI organized the dashboard to reflect HFLI's focus on 4 significant measures of HFLI performance - achieve positive impact for target communities, generate sufficient revenue to support current and future efforts, build value with and for partners - individuals and organizations.

Ms. Parizek stepped the Board through the individual data stories within the dashboard and explained the new incubator projects: Makers Response Corps, Ford Law Career Academy, HFLI Studio. HFLI will provide a dashboard with a corrected cash position.

Ms. Parizek then provided an overview of 2020 + 2021 strategic priorities, goals, and major engagements and reviewed 3 essential strategies, operating priorities and essential activities for impact and revenue. Those 3 strategies are:

1. Invest in continued excellence/highest quality learning experiences - best in class tools/methods, skilled and passionate team, do whatever it takes for learners
2. Embrace blended learning approach - refuse to compromise on quality of learning experience even when limited to online option
3. Grow through curated/cultivated partnerships - footprint beyond FTEs and annual budget; aligned in purpose, innovation-oriented/need to find a way; make the world a better place

The important next step will be to identify key performance indicators that reflect reality of 2021 ambiguity and a focus on long-term goals and aspiration.

Ms. McNitt expressed her support for this plan and sees a continued and even increasing need for student support during online learning. Mr. Schmidt commented about mental health concerns. Mr. Ott sees a shining spot in the advancements in online training. Ms. Parizek spoke of the opportunity "to embrace Deeper Learning x Doing ourselves" - she sees it as HFLI's superpower.



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16. Reviewed Trustee Signatures Required

Ms. Parizek shared that all Trustees need to complete the Conflict of Interest and HFA Alameda Annual Governance Report forms. Ms. Parizek confirmed that Trustees will receive the forms via Docusign for their signatures and asked that they complete and return them as soon as possible/reasonable. Both are required as part of service.

17. Adjourned Meeting

Mr. Schmidt adjourned the Board meeting at 11:06 am. Eastern/10:06 am Central.

January 19, 2021

To: Board of Directors
Fr: Deborah Parizek
Jessica Sanchez

Re: Consideration to approve Henry Ford Academy Alameda School for Art + Design Charter School HB3 Early Childhood and College Career, Military Readiness CCMR Board Adopted Plans and Goals

House Bill 3 (HB 3) amends Texas Education Code (TEC) to add Sec. 11.185 and 11.186 to include plans that target early childhood (EC) literacy and math proficiency and college, career, and military readiness (CCMR).

Under HB 3, school boards are required to adopt plans in early childhood literacy and math, as well as college, career, and military readiness.

All plans are required to include:

- at least one assigned district-level administrator to coordinate implementation and submit annual report to the board on the district's progress
- an annual review by the board at a public meeting
- an annual report posted on district and campus websites
- and specific, quantifiable, annual goals for five years at each campus

Henry Ford Academy Alameda School for Art + Design Charter School does not have an Early Childhood Program; therefore, it is not required to develop and implement Early Childhood Board Adopted Plans and Goals.

College, Career, and Military Readiness plans are required to include:

- annual goals for aggregate student growth on CCMR readiness indicators evaluated under the student achievement domain
- annual targets for students in each group evaluated under closing the gaps domain.

Specific and Quantifiable Goals

To meet the requirement of specific and quantifiable

- each board outcome goal needs to contain a baseline (current state)
- a target (future state)
- a population (which students will be impacted)
- and a deadline (month and year by when the current state will equal the future state)

- annual targets must be included for each goal in addition to the five-year deadline target

Progress Monitoring

Superintendents propose EC and CCMR plans to the board for adoption. School boards must review the progress of each plan at least annually at a public meeting.

It is required for the Board of Directors of a Charter School in Texas to approve the Positive Solutions Charter School HB3 Early Childhood and College Career, Military Readiness CCMR Board Adopted Plans and Goals

Recommendation of Administration:

It is the recommendation of the Administration that the Board of Directors approve the Henry Ford Academy Alameda School for Art + Design Charter School HB3 Early Childhood and College Career, Military Readiness CCMR Board Adopted Plans and Goals.

Deborah Parizek
Executive Director HFLI

Jessica Sanchez
Superintendent