



WESTLAKE ACADEMY BOARD OF TRUSTEES MEETING AGENDA
1500 SOLANA BLVD, BUILDING 7, SUITE 7100, COUNCIL CHAMBER
WESTLAKE, TX 76262

March 30, 2020

MEETING

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Westlake Academy Board of Trustees will conduct a regular meeting following the conclusion of the Town Council/Board of Trustees Joint Workshop scheduled at 5:00 p.m. on Monday, March 30, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made and will be available to the public. The public toll-free dial-in number to participate in the telephonic meeting is: (800) 309-2350; Conference ID: 4300941 Callers may also dial the local number (817) 916-8035; Conference ID: 4300941 to participate.

THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BEGIN IMMEDIATELY FOLLOWING THE CONCLUSION OF THE JOINT TOWN COUNCIL AND BOARD OF TRUSTEES WORKSHOP

Vision Statement

Westlake Academy inspires college bound students to achieve their highest individual potential in a nurturing environment that fosters the traits found in the IB Learner Profile: Inquirers, Knowledgeable, Thinkers, Communicators, Principled, Open-Minded, Caring, Risk-takers, Balanced and Reflective

Regular Session will begin immediately following the Joint Work Session with Town Council

1. CALL TO ORDER

2. ITEMS OF COMMUNITY INTEREST: President and Trustee Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Board of Trustees may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Board of Trustee events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

3. CITIZEN COMMENTS: This is an opportunity for citizens to address the Board on any matter whether or not it is posted on the agenda. Any person desiring to make a public comment must first be recognized by the presiding officer and sign in at the podium with their name and address. Individual citizen comments are normally limited to three (3) minutes; however, time limits can be adjusted by the presiding officer. The presiding officer may ask the citizen to hold their comment on an agenda item if the item is posted as a Public Hearing. The Board cannot by law take action nor have any discussion or deliberations on any presentation made to the Board at this time concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.

4. CONSIDER APPROVAL OF RESOLUTION 20-02, AUTHORIZING THE SUPERINTENDENT TO MAKE EMERGENCY MODIFICATIONS TO BOARD POLICIES, CLOSURE OF WESTLAKE ACADEMY AND THE EXPENDITURE OF PUBLIC FUNDS DURING THE GOVERNOR-DECLARED STATE OF DISASTER TO MITIGATE EFFECTS OF COVID-19.

5. FUTURE AGENDA ITEMS: Any Board member may request at a workshop and / or Board meeting, under "Future Agenda Item Requests", an agenda item for a future Board meeting. The Board member making the request will contact the Superintendent with the requested item and the Superintendent will list it on the agenda. At the meeting, the requesting Board member will explain the item, the need for Board discussion of the item, the item's relationship to the Board's strategic priorities, and the amount of estimated staff time necessary to prepare for Board discussion. If the requesting Board member receives a second, the Superintendent will place the item on the Board agenda calendar allowing for adequate time for staff preparation on the agenda item.

6. ADJOURNMENT

ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER SECTIONS 551.071 THROUGH 551.076 AND SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

CERTIFICATION

I certify that the above notice was posted at the Town Hall of the Town of Westlake, 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, on March 27, 2020, by 5:00 p.m. under the Open Meetings Act, Chapter 551 of the Texas Government Code.

Todd Wood, Town Secretary

If you plan to attend this public meeting and have a disability that requires special needs or translation services, please advise the Town Secretary 48 hours in advance at 817-490-5711 and reasonable accommodations will be made to assist you.

ITEMS OF COMMUNITY INTEREST: Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Town Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

Board of Trustees

Item # 2 – Items of Community Interest

- ✓ **Joint [Board of Trustees and Town Council Work Session/Meeting](#)**
(via Teleconferencing due to COVID-19 restrictions)
Monday, March 30, 2020*
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100 - Council Chambers
- ✓ **Canceled - Westlake Academy Danish & Dialogue with School Leaders**
Thursday, April 2, 2020; 8:00 am–9:00 am
- ✓ **Canceled - Westlake MasterWorks Spring Concert (1 of 2)**
Thursday, April 2, 2020; 7:00 – 8:00 pm
- ✓ **Canceled - Coffee & Conversation with the Mayor/Board President**
Monday, April 6, 2020; 8:00 – 9:30 am
- ✓ **[Board of Trustees Work Session/Meeting](#)**
(Please check website & agenda for scheduling; meeting may not be held during this time)
Monday, April 6, 2020*
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100 - Council Chambers
- ✓ **Westlake Municipal Offices & Westlake Academy CLOSED for Good Friday**
Friday, April 10, 2020
-No interruptions to trash/recycling collections will occur on this day.
- ✓ **[Planning & Zoning Work Session/Meeting](#)**
(Please check website & agenda for scheduling; meeting may not be held during this time)
Monday, April 13, 2020*
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100 - Council Chambers
- ✓ **Canceled - 2nd Annual Westlake Public Safety Fair**
Saturday, April 18, 2020; 2:00 – 5:00 pm
- ✓ **Canceled - Westlake Academy Open Tour for Secondary Grades (6-12)**
Thursday, April 23, 2019; 3:30- 4:30 pm
- ✓ **Canceled - Westlake MasterWorks Spring Concert (2 of 2)**
Thursday, April 23, 2020; 7:00 – 8:00 pm
- ✓ **[Town Council Work Session/Meeting](#)**
(Please check website & agenda for scheduling; meeting may not be held during this time)
Monday, April 27, 2020*
Westlake Town Hall, Solana Terrace-Bldg.7, Suite 7100 - Council Chambers

**For [meeting agendas](#) and details on [WA calendar events](#) or [Municipal calendar events](#), please visit the [Westlake Academy website](#) or the [Town of Westlake website](#) for further assistance.*

Board of Trustees

Item # 3 – Citizen
Comments

CITIZEN COMMENTS: This is an opportunity for citizens to address the Board on any matter whether or not it is posted on the agenda. The Board cannot by law take action nor have any discussion or deliberations on any presentation made to the Board at this time concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.

Due to the telephonic meeting, any person wishing to address the Board must “raise their hand” within the electronic meeting. The speaker will be notified when their telephone is unmuted, and then they may address the Board.



TYPE OF ACTION

Regular Meeting - Consent

**Westlake Board Meeting
Monday, March 30, 2020**

TOPIC: Consider a Resolution relating to emergency modifications to policies, closure of Westlake Academy and the expenditure of public funds during the Governor-declared state of disaster to mitigate effects of Covid-19.

STAFF CONTACT: Amanda DeGan, Superintendent

Strategic Alignment

<u>Vision, Value, Mission</u>	<u>Perspective</u>	<u>Curriculum</u>	<u>Outcome Objective</u>
Vision: Westlake Academy inspires college bound students to achieve their highest individual potential in a nurturing environment that fosters the traits found in the IB Learner Profile.	Academic Operations	PYP / MYP / DP	Improve the Efficiencies of Operational Systems
<u>Strategic Initiative</u>			
Outside the Scope of Identified Strategic Initiatives			

Time Line - Start Date: March 30, 2020 Completion Date: Ongoing

Funding Amount: N/A Status - N/A Source - N/A

EXECUTIVE SUMMARY (INCLUDING APPLICABLE ORGANIZATIONAL HISTORY)

The proposed resolution provides the Superintendent the capability to make decisions that will be in the best interests of the Academy and its students, parents and employees and place the Academy in the best position to resume its normal operations with its students, parents and staff

as soon as it is safe to do so. This will include the authority to modify the Academy's locally-adopted Board policies, establish methods of remote instruction, make emergency procurements, make changes to provide paid leave to exempt and/or non-exempt employees.

This Resolution shall be for a period of forty-five (45) days following the adoption of this Resolution, or until the March 13, 2020 Disaster Declaration is lifted or expires, whichever occurs later.

RECOMMENDATION

Staff recommends approval

ATTACHMENTS

Resolution 20-02

WESTLAKE ACADEMY

RESOLUTION NO. 20-02

A RESOLUTION OF THE WESTLAKE ACADEMY BOARD OF TRUSTEES RELATING TO EMERGENCY MODIFICATIONS TO POLICIES, CLOSURE OF WESTLAKE ACADEMY AND THE EXPENDITURE OF PUBLIC FUNDS DURING THE GOVERNOR-DECLARED STATE OF DISASTER TO MITIGATE EFFECTS OF COVID-19.

WHEREAS, at a lawfully called Board of Trustees meeting on March 30, 2020, as authorized by Texas Government Code § 551.045, the Board of Trustees (the “Board”) of Westlake Academy (the “Academy”) does hereby make the following Resolutions regarding the emergency modification of Board Policies, closure of the Academy campus, provision of alternate methods of instruction, the expenditure of public funds, and other matters incident and related thereto:

WHEREAS, the Academy was made aware on March 11, 2020, that the World Health Organization declared the spread of the novel coronavirus (“COVID-19”) a global pandemic; and

WHEREAS, the President of the United States on March 13, 2020, issued a proclamation declaring a “National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak”; and

WHEREAS, the Governor of the State of Texas on March 13, 2020, certified that COVID-19 posed an imminent threat of disaster, and in accordance with the authority vested in the Governor by Section 418.014 of the Texas Government Code, the Governor declared a state of disaster for all counties in Texas (the “Disaster Declaration”); and

WHEREAS, COVID-19 is spreading in the state and its presence in the Westlake Academy community cannot be currently ascertained; and

WHEREAS, the County, the State, Texas governmental bodies and businesses have taken precautions to protect their citizens, workers, and patrons from circumstances to mitigate the spread, including without limitation, suspending operations or continuing to operate through remote methods such as telecommuting; and

WHEREAS, the Academy’s Board of Trustees wishes to delegate any and all authority to the Superintendent of Westlake Academy during this period of declared global pandemic and statewide disaster to make decisions that will be in the best interests of the Academy and its students, parents and employees and place the Academy in the best position to resume its normal operations with its students, parents and staff as soon as it is safe to do so;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF WESTLAKE ACADEMY:

SECTION 1: The statements contained in the preamble of this Resolution are true and correct and adopted as findings of fact and operative provisions hereof.

SECTION 2: The Academy's Board of Trustees delegates to the Superintendent of Westlake Academy any and all authority to modify the Academy's locally-adopted Board policies at her sole discretion that she deems to be in the best interests of the Academy for a period of 45 days following the adoption of this Resolution, or until the March 13, 2020 Disaster Declaration is lifted or expires, whichever occurs later, in order to react to the situations that may be present in the Westlake Academy community during the state-declared disaster period in order to mitigate the public health risks of COVID-19.

SECTION 3: That the delegated authority to the Superintendent to modify any and all Board policies set forth above includes, without limitation: closure of Westlake Academy, establishing methods of remote instruction, making emergency procurements in accordance with Texas Education Code §44.031(h) and providing paid leave to exempt and/or non-exempt employees in addition to the leaves and absences currently permitted under Board Policy, should the Superintendent determine that such actions would protect the health and safety of Academy students, employees and/or their families.

SECTION 4: That the Academy's Board of Trustees makes the following finding regarding the expenditure of public funds for any pandemic-related personnel expenses incurred by Westlake Academy in order to maintain and/or resume its normal operations on campus as soon reasonably possible and as the Superintendent determines that school closures are needed and subsequently safe to open, should she determine that a modification to the ordinary workplace attendance be required:

FINDING: Expending public funds for additional employee paid leave related to the mitigation of the spread of COVID-19 is reasonable because of the following:

- (1) The predominant purpose of providing the additional paid leave is to mitigate against the spread of a virus that constitutes an imminent threat to the health and safety of Academy students, employees and their families, not to benefit unaffected private parties; and
- (2) The Academy will retain sufficient control over the distribution and use of the pandemic-related additional leave to ensure that the public purpose is accomplished; and
- (3) The Academy will receive the significant benefit of being able to quickly resume its operations at its facilities with all or most of its highly trained and experienced staff following the passing of the COVID-19 threat and, thereby, continue to provide instruction and services to students as they received before the COVID-19 outbreak.

SECTION 5: That the Superintendent is directed to keep a list of the modifications she makes to Board Policies and report those modifications to the Board at the time such modifications are made and at the first Board meeting following the exercise of the delegated authority herein.

SECTION 6: That the Academy’s Board of Trustees authorizes the Superintendent and Academy administration to take any and all action necessary to carry out the wishes of the Board as expressed in this Resolution, and the delegation of authority as set forth in this Resolution shall be for a period of 45 days following the adoption of this Resolution, or until the March 13, 2020 Disaster Declaration is lifted or expires, whichever occurs later.

SECTION 7: If any portion of this resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Board hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 8: That this Resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 30TH DAY OF MARCH 2020.

Laura Wheat, President

ATTEST:

Todd Wood, Town Secretary

Amanda DeGan, Superintendent

APPROVED AS TO FORM:

Janet S. Bubert or L. Stanton Lowry,
School Attorney

Board of Trustees

Item # 5 – Future Agenda Items

FUTURE AGENDA ITEMS: Any Board member may request at a workshop and / or Board meeting, under "Future Agenda Item Requests", an agenda item for a future Board meeting. The Board member making the request will contact the Superintendent with the requested item and the Superintendent will list it on the agenda. At the meeting, the requesting Board member will explain the item, the need for Board discussion of the item, the item's relationship to the Board's strategic priorities, and the amount of estimated staff time necessary to prepare for Board discussion. If the requesting Board member receives a second, the Superintendent will place the item on the Board agenda calendar allowing for adequate time for staff preparation on the agenda item.

Board of Trustees

Item #6 – Adjournment
Regular Session
