

10/17/19

Upon determining the presence of a quorum, Dr. David Molina called the meeting to order at 6:00 PM.

Name	Office	Present	Absent	Arrived Late	Departed Early
Board Members					
Dr. David Molina	Board Chair	✓			
Alyssa Moore	Community member	✓			
Natalie Elliott	Secretary		✓		
Donida Garcia	Elementary Teacher	✓			
Shawn Bliss	Secondary Teacher	✓			
Matt Embry	Secondary Parent	✓			
Chris Juraska	Elementary Teacher	✓			
Dr. April Willis	Community member	✓			
George Gentile	Community member		✓		
Kari Honea	Parliamentarian	✓			
Vibha Monteiro	Secondary Parent	✓			
Priscilla Cavazos	Elementary Parent		✓		
Frankie Shanks ' 20	Student Rep (non-voting)	✓			
Staff Members					
Kathleen Zimmermann	Executive Director	✓			
Joey Thompson	Director of Operations	✓			
Julie Atchley	Director of Academics	✓			
Terry Berkenhoff	Elementary Principal	✓			
Samantha Gladwell	Elementary Assistant Principal		✓		
Hweilu Chen	Director of Finance	✓			
Amy Elms	Community Outreach		✓		
Will Jaramillo	Secondary Principal	✓			
Megan Podd	Secondary Asst. Prin.		✓		
Jennifer Obenshain	HRS/Academic Support Coordinator		✓		

Other Business/Public Comment

The Board discussed the agenda. Alyssa Moore moved to accept the agenda as presented. Matt Embry seconded. The motion passed unanimously.

The Board reviewed the minutes from the September 12th meeting. Alyssa Moore moved to approve the minutes as presented. Donida Garcia seconded the motion. The motion passed unanimously.

Public Comment

Amy Greenwald, PTA President, presented information about JAG Fest.

Terry Berkenhoff discussed the open house for the new Pre-K center.

New Business

The Board reviewed and discussed policy 200 Governance Addendum Bylaws. Joey Thompson discussed changes to the NYOS Charter School Bylaws. Various policy changes were discussed. In particular the change in notice time for emergency meetings from 24 hours to 2 hours was discussed. April Willis motioned to accept the policy as presented. Kari Honea seconded. The motion passed unanimously.

The Board reviewed and discussed a resolution authorizing amendments to contracts. Kathleen Zimmermann discussed details regarding the school's work with the architecture firm HKS. The ongoing work with HKS requires Ms. Zimmermann to authorize amendments to the contract with HKS. Granting her the ability to do this in the specific case of the contract with HKS will allow work to move along more quickly. The Property Development Committee will be involved in the decision to make any amendments prior to the amendments being made. Language was added to the resolution to include board notification of any action taken by Ms. Zimmermann in this regard. April Willis motioned to accept the resolution as amended. Donida Garcia seconded. The motion passed unanimously.

The Board reviewed and discussed a resolution to add check signer. The former secondary principal was removed as an authorized check signer. The current secondary principal Mr. Jaramillo will be added as an authorized check signer. Alyssa Moore motioned to accept the resolution. Vibha Monteiro seconded. The motion passed unanimously.

The Board reviewed and discussed a resolution for the NYOS Board Handbook. April Willis suggested a change in language that removed a delineation of the parts of the handbook. Vibha Monteiro motioned to accept the resolution as amended. Matt Embry seconded. The motion passed unanimously.

The Board reviewed and discussed the formation of a new safety and security committee. Joey Thompson discussed the reasons for forming and the requirements for the safety and security committee. The committee will comprise a variety of community members, and it will be responsible for reviewing emergency plans involving school safety. Matt Embry, Vibha Monteiro, Frankie Shanks, and Shawn Bliss expressed interest in joining this committee.

The Board reviewed and discussed the formation of the Academic Oversight Committee formation. David Molina discussed the importance of forming an Academic Oversight Committee. He mentioned that review of academic performance is one of the chief responsibilities of the Board. The process for reviewing school data and which data will be reviewed was discussed.

Kathleen Zimmermann presented the Board with the Executive Director update. The KLE foundation has informally agreed to provide 1.7 million dollars of funding. The funding requires fundraising on NYOS's part, but the fundraising targets are reasonable and expected to be met. This funding will go towards improving the school's cash-on-hand as well as furniture, fixtures and equipment for the potential new building. Additional funding is possible as well. There are other foundations that are potential sources of funding as well. Financing for the new property is moving along. Several options are being pursued. Work with the architect is progressing.

Invoices for the work being done are beginning to be paid. Discussions are occurring with other local organizations to improve fundraising efforts.

Committees

Matt Embry presented the update for the Financial Oversight Committee. Enrollment is full. Attendance is at 96%. Cash flow is stable. The audit report will be issued in the near future.

Kari Honea provided Board Development training concerning the Board's duties and responsibilities. The function of committees was reviewed.

Matt Embry presented an update on behalf of the Property Development Committee. Construction planning is progressing. Financing options are progressing. The Pre-K center will open on Monday.

Dr. David Molina presented an update on behalf of the Succession Planning Committee. A final plan will be presented to the Board next month.

Executive Session

In accordance with the Texas Open Meetings Act §551.0821 Tex. Govt. Code, the board entered Executive Session at 7:12. The Board returned from Executive Session at 7:31.

Agenda items for the November 7th Board meeting were discussed.

- Voting on the formation of an Academic Oversight Committee
- Voting on the Succession
- Alyssa Moore and David Molina are up for re-election
- The audit will be ready for review

Adjournment time: 7:11

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 10/17/19.

Chris Juraska