

6/13/19

Upon determining the presence of a quorum, Dr. April Willis called the meeting to order at 6:03 PM.

Name	Office	Present	Absent	Arrived Late	Departed Early
Dr. April Willis	Board Chair	✓			
Alyssa Moore	Parliamentarian	✓			
Natalie Elliott	Secretary	✓			
Donida Garcia	Elementary Teacher	✓			
Jesus Aguilar	Secondary Teacher			✓	✓
Shawn Bliss	Secondary Teacher	✓			
Matt Embry	Secondary Parent	✓			
Chris Juraska	Elementary Teacher		✓		
Dr. David Molina	Community member	✓			
George Gentile	Community member		✓		
Kari Honea	Elementary Parent	✓			
Amy Adams	Secondary Parent	✓			
Vibha Monteiro	Secondary Parent		✓		
Priscilla Cavazos	Elementary Parent	✓			
Sruti Ramachandran	Student Rep (non-voting)		✓		
Frankie Shanks	Student Rep (non-voting)	✓			
Kathleen Zimmermann	Executive Director	✓			
Joey Thompson	Director of Operations	✓			
Julie Atchley	Director of Academics		✓		
Christian Aviles	ITIS Manager	✓			
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.		✓		
Marcos Diaz	Human Resources	✓			

Other Business/Public Comment

The Board discussed the agenda. Dr. David Molina moved to accept the agenda as amended. Alyssa Moore seconded. The motion passed unanimously.

The Board reviewed the minutes from the May 9th meeting. Dr. David Molina moved to accept the minutes as amended. Priscilla Cavazos seconded. The motion passed unanimously.

There was no public comment.

New Business

The Board reviewed and discussed policy 200.020-200.160 regarding Governance. David Molina moved to accept. Amy Adams seconded. The motion passed unanimously.

The Board was presented with the resolution to contract with the civil engineering firm Kimley-Horn. Alyssa Moore moved to accept the resolution. Kari Honea seconded. The motion passed unanimously.

The Board was presented with the resolution to pay invoices pursuant to a contract with the architecture firm HKS Architects. Amy Adams moved to accept the resolution. Priscilla Cavazos seconded. The motion passed unanimously.

The Board was presented with the resolution to execute lease agreement regarding the nearby property at Kramer Lane. David Molina moved to accept the resolution. Priscilla Cavazos seconded. The motion passed unanimously.

Committees

David Molina presented the update for the Compensation Committee. Alyssa Moore moved to accept the 2019-2020 Instructional Staff Pay Scale as presented. Matt Embry seconded. The motion passed unanimously.

Matt Embry presented the Financial Oversight Committee update. The budget and cashflow are steady. The initial budgets are conservative while waiting on actual numbers.

Hweilu Chen presented the initial operating budget. She discussed the increase in the estimate due to more students on campus, creating more state revenue. She also highlighted how the budget draft reflects payment of the civil engineering and architecture firms. Alyssa Moore moved to accept the initial budget draft as presented. Amy Adams seconded. The motion passed unanimously.

New Business Continued

The new Board members were seated. The outgoing Board members were thanked and presented with a certificate of gratitude for their service.

The Board was presented with the ethics statements. All Board members signed them and turned them into the Board Chair.

Kathleen Zimmermann presented the Board meeting dates for the 2019-2020 school year. Dates were discussed and decided on:

7/18/19
8/15/19
9/12/19
10/17/19
11/7/19
12/5/19
1/9/19

2/13/19
3/12/19
4/16/19
5/14/19

The Board discussed the officers for the next school year. Dr. April Willis decided to resign from Board Chair position but remain a Board member. She nominated Dr. David Molina for Board Chair. Dr. Molina accepted the nomination. Natalie Elliott remains the Secretary. Alyssa Moore accepted the role of Vice Chair. Dr. David Molina nominated Kari Honea for the position of Parliamentarian.

The Board discussed members of the Board Committee members for the Nomination, Compensation, Property Development, Board Development, Executive Director Review, and Financial Oversight Committee members. Shawn Bliss, Donida Garcia, and Chris Juraska are the Nomination Committee. Matt Embry, Dr. David Molina, and Vibha Monteiro are the Compensation Committee. Dr. David Molina, Matt Embry, and Priscilla Cavazos are the Financial Oversight Committee. The Property Development Committee members are tabled until the next meeting. Kari Honea, Priscilla Cavazos, and Frankie Shanks are the Board Development Committee. Dr. David Molina, Alyssa Moore, and Matt Embry are the Executive Director Review Committee. Dr. David Molina, Natalie Elliott, and Dr. April Willis are the Succession Committee.

Kathleen Zimmermann presented the results of the 2018-2019 Parent Survey.

Kathleen Zimmermann presented the Executive Director update. She discussed legislative updates, grant progress, the generation of marketing materials for fundraising, property development, onboarding new staff, and conducting exit interviews. She also discussed news about other charter schools and her work on the Texas Charter Schools Association.

Committees Continued

Amy Adams presented the Board Development Committee monthly training.

Christian Aviles, ITIS Manager, presented training on the NYOS Google Accounts for Board members.

Dr. David Molina presented the updates to the School Board Handbook. He showed the Board where the documents were available on the Team Drive via the Google Accounts and requested feedback on the drafts.

Kathleen Zimmerman discussed the possible dates for the next training with Dr. Brian Carpenter. Dates in September and November were discussed.

Alyssa Moore presented the Property Development Committee update. She discussed the communication from the project manager, who shared the estimated costs to be 22 million. The options are to stick with bank financing, a facilities impact fund specific to charters, the charter impact fund which is similar to bonds but for charter schools, or to pursue bonds.

Agenda items for the next Board meeting were discussed. There will be a vote on the operating budget on 6/27/19.

For the July meeting, the Board will discuss the CIP Review and the Board Handbook.

Adjournment time: 7:55 PM

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 6/13/19.

Natalie Elliott
Secretary