

11/7/19

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.	✓			✓ 7:15
Jennifer Obenshain	HRS/Academic Support Coordinator		✓		

Other Business/Public Comment

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

The Board reviewed the minutes from the October 17th meeting. Kari Honea moved to approve the minutes as amended. Chris Juraska seconded the motion. Natalie Elliott abstained. The motion passed.

Public Comment

There was no public comment.

New Business

The Board listened to the presentation from the auditor Robert Belt. The resulting rating was extremely positive. There are stronger inflows of cash in school finances, which is good news. The management letter contained two comments (recommendations) regarding custodial credit risks and pooled cash. The other item had to do with using pooled cash to account for money efficiently. These were repeated comments from the 2018 audit. Hweilu Chen added that the school has not pursued moving the cash into other accounts as advised by the auditor, as the school is trying to keep finances liquid with the oncoming growth. Kathleen Zimmermann clarified that the school is required to leave the cash in Frost Bank but it is above the amount that the bank will insure. Dr. April Willis motioned to accept the audit as presented. Alyssa Moore seconded. The motion passed unanimously.

Joey Thompson presented the Board with Operations policy 300.140-300.220. These regarded media relations, asbestos, emergency response, municipal ordinances, and the risk management policy. There were no changes at this time. Alyssa Moore moved to accept the policies as presented. Donida Garcia seconded. The motion passed unanimously.

The Board discussed the formation of the Academic Oversight Committee. Natalie Elliott motioned to form the committee. Kari Honea seconded. The motion passed unanimously.

The Board was presented with a non-expansion amendment. Kathleen Zimmermann discussed that it covered the changing of the Bylaws (which happened at the last meeting), occupancy of the new pre-K facility, and changing the language of the lottery to reflect that NYOS holds on to applications for two lottery cycles during publicized dates. Matt Embry motioned to accept the resolution. Alyssa Moore seconded. The motion passed unanimously.

The Board was presented with a reimbursement resolution, which states that the school can reimburse itself from bonds for costs associated with the expansion and improvement of the campus. The resolution is suggested by the school's tax attorney. Dr. April Willis motioned to accept the resolution. Kari Honea seconded. The motion passed unanimously.

The Board was presented with another resolution to establish a line of credit for the expansion and construction of the campus. It is a common practice among charter schools and recommended. The line of credit would be through the school's depository bank, Frost. Alyssa Moore moved to approve the resolution. Chris Juraska seconded. The motion passed unanimously.

The Board discussed the fundraising initiative on Giving Tuesday. KLE will commit four-to-one matches of donations if NYOS is capable of raising \$500,000. Dr. David Molina pledged \$200 and encouraged the other Board members to do the same.

Executive Session

In accordance with the Texas Open Meetings Act Texas Governance Code Section §551.074 regarding personnel matters: to deliberate the appointment of a public officer, the board entered Executive Session at 6:47. The Board returned from Executive Session at 6:51.

Resume New Business

The Board discussed and voted on the balloting for new members of the NYOS School Board for terms beginning December 2019. Dr. David Molina and Alyssa Moore were each voted in for another term. Chris Juraska motioned to accept the results of the election. Natalie Elliott seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Executive Director update. The KLE Foundation has agreed to give NYOS a total of 2.1 million dollars (about \$400,000 more than reported in last month's meeting). The fundraising efforts need to reach over \$500,000 by the end of June 2022. This will support the school's cash on hand. The additional \$400,000 will fund an additional Elementary assistant principal one year early. It will also allow for 8 teacher interns to work at the school (6 in Elementary and 2 in Secondary) as well as an onboarding person in HR. Much of the other funding is for furniture, fixtures, and (instructional) equipment, portioned out over subsequent years. Next year will be a big fundraising year. Kathleen reported on the Charter Schools Conference. There are some negative anti-charter campaigns going on throughout the country and even more locally in Texas. She shared that charter schools are now subject to the Whistleblower Act. She shared that SB11 regarding safety impacts all public schools and there will likely be more standards in compliance with that forthcoming. NYOS will also have to offer a common application due to a Senate bill.

Committees

Matt Embry presented the update for the Financial Oversight Committee. Enrollment is at 1,060. There are two kindergarten spots open. Attendance is a little over 96%. Cashflow is shifting but stable. Frost financing will make an offer soon. The Committee is possibly moving to review quarterly and interim reports and will have a proposal forthcoming. The audit draft has been released.

Kari Honea provided Board Development training concerning Board meetings, what they should cover and how they function. The standing and new committees were discussed along with their duties.

Matt Embry presented on behalf of the Property Development Committee. 90% construction plan documents have been delivered. The city is asking for maintenance records and a title search. KLE timing of payments were discussed.

Dr. David Molina presented an update on behalf of the Succession Planning Committee. After some discussion, April motioned to adopt the revised Succession Plan pending revisions. Donida Garcia seconded. The motion passed unanimously. Afterwards, he discussed the update from the committee.

Agenda items for the December 5th Board meeting were discussed:

- Charter First rating.
- Succession Committee update on the duties.
- Clarification on the pooled cash recommendation.
- Giving Tuesday update.
- Budget Amendment.
- Review of the Charter document.

- Board Development will focus on the makeup of the Board, nepotism, and ethics.

The Board Chair invited a motion to adjourn. Chris Juraska motioned to adjourn. Alyssa Moore seconded the motion. The motion passed unanimously.

Adjournment time: 7:36

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 11/7/19.

Natalie Elliott