

12/5/19

Upon determining the presence of a quorum, Dr. David Molina called the meeting to order at 6:01 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 amended. Kari Honea seconded. The motion passed unanimously.

The Board reviewed the minutes from the November 7th meeting. Dr. April Willis moved to approve the minutes as amended. Shawn Bliss seconded the motion. The motion passed.

Public Comment

There was no public comment.

New Business

Kathleen Zimmermann presented the Board with a resolution to honor Marge Choquette to be recognized for her unwavering dedication and support of the staff and students at NYOS Charter School. Alyssa Moore motioned to accept the resolution. Matt Embry seconded. The motion passed unanimously.

Joey Thompson presented the Board with Operations policy 400.020-400.040. These regarded student admission, enrollment, discrimination, and attendance. There was discussion of amending the policy in 400.020 for voting at the next meeting. Alyssa Moore moved to accept the policy 400.040 as presented. Chris Juraska seconded. The motion passed unanimously.

Hweilu Chen reviewed and discussed the Charter FIRST 2018-2019 rating for the fiscal year 2017-2018 data for the financial management report. NYOS earned a Superior rating of 100. Dr. Molina pointed out how according to indicator 11, NYOS allocates less than 10% of the allowed funding for administrative costs. This means a significant amount of money is able to be used for instruction instead.

The Board was presented with an updated non-expansion amendment pertaining to the pre-K facility that was updated per recommendations from the TEA. Alyssa Moore motioned to accept the resolution as amended. Kari Honea seconded. The motion passed unanimously.

The Board was presented with a resolution to sign a contract for replacing the Student Information System and Financial Management system for the school. Kathleen Zimmermann explained the reasons why NYOS is considering an update, relating in part to forthcoming complexity of adding students. This resolution empowers the Executive Director to sign the contract for the new service provider. Kari Honea motioned to accept the resolution. Matt Embry seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with a resolution to sign the term sheet for the financing of new property development. She explained that presenting this to the Board was to keep governance apprised of the term sheet. The resolution only authorizes the Executive Director to sign the term sheet. Matt Embry moved to approve the resolution as presented. Dr. April Willis seconded. The motion passed unanimously.

The Board was presented with a resolution to authorize Kathleen Zimmermann to sign a contract for janitorial services, pending the dissolution of Clean Sweep's business. Alyssa Moore moved to approve the resolution to authorize the Executive Director to sign a contract for janitorial services. Donida Garcia seconded. The motion passed unanimously.

Kathleen Zimmermann presented the Board with an update on the November 8th campus Safety and Security Meeting. The committee discussed SB11 and other legislation that affects campus safety. The next meeting is January 31st at 3 PM.

Kathleen Zimmermann presented the Executive Director update. She thanked the Board for their participation in Giving Tuesday. Dr. Molina also thanked the Board. \$25,000 was raised on that day. Every pledge for this fiscal year can be matched. A contract was received from KLE. The contract offers great matching potential but some of the terms will be negotiated as fundraising increases over the next few years. NYOS has also procured legal services from Schulman, Lopes,

Hoffer and Adelstein. They are not on retainer. The term sheet for the Equitable Facilities Fund has been received. The Charter Schools Growth Fund organization has also offered to help with school growth, HR, and talent recruitment in order for NYOS to learn more about best practices in these areas. There is also an upcoming visit from Celia Israel, the state representative, in January.

Hweilu Chen updated the Board with respect to the pooled cash question from the audit presentation at the last meeting. She discussed how the clean up of those accounts will be worked out with the auditors providing about 10 hours of work. It will be resolved and will not appear on the next audit.

Committees

Dr. David Molina discussed that the Academic Oversight Committee will be meeting soon, ideally before Christmas. Regular meeting times will be established.

Kari Honea provided Board Development training concerning an overview of Board member positions, joining and voting Board members, nepotism, conflict of interest, ethics, and communication.

Matt Embry presented the update for the Financial Oversight Committee. There is discussion of participating in the Amplify Austin fundraising campaign in March. Enrollment is at 1,062. Attendance is at 97%. Cash position remains steady. The school will be receiving three KLE payments forthcoming.

Matt Embry presented on behalf of the Property Development Committee. There are still plans for breaking ground in May of 2020. The KLE contract is in and Kathleen Zimmermann is reviewing it currently.

Dr. David Molina presented an update on behalf of the Succession Planning Committee. He shared a supplement that addressed revisions discussed at the last meeting regarding the duties of the Executive Director.

Agenda items for the January Board meeting were discussed:

- Revisit policy 400.020.
- Update from Executive Director Review Committee.
- Budget amendment.
- School Calendar options will be reviewed.

Dr. David Molina honored Community Member Dr. April Willis who has reached her term limit this month. Kathleen Zimmermann also expressed gratitude with a token of appreciation.

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

Adjournment time: 7:40

Certification

These minutes represent a true and accurate account of the regular Board Meeting of NYOS Charter School held on 12/5/19.

Natalie Elliott