

APPROVED



## Prelude Prep

### Minutes

#### Board Meeting

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##### **Date and Time**

Wednesday September 18, 2024 at 9:00 AM

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Notice is hereby given that a board meeting is scheduled at 09:00 AM.

This Meeting will be held at Prelude Prep- 1707 Centennial Blvd. San Antonio, TX 78211.

Items will not necessarily be discussed or considered in the order they are printed on the agenda below. If, during the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

During the meeting, the Board will consider, discuss, and may take action upon the following:

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##### **Directors Present**

Dr. Denise Miner-Williams, Jennifer Paquette, John Sanchez, Kim Munoz

##### **Directors Absent**

Steve Viola

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#### **I. Opening Items**

##### **A. Call the Meeting to Order**

Kim Munoz called a meeting of the board of directors of Prelude Prep to order on Wednesday Sep 18, 2024 at 9:00 AM.

**B. Pledge of Allegiance**

Recited

**C. Record Attendance**

**D. Public Comments**

None

**E. Approve Minutes**

John Sanchez made a motion to approve the minutes from Prelude Preparatory Board of Directors Meeting on 06-26-23.

Jennifer Paquette seconded the motion.

The board **VOTED** to approve the motion.

**II. New Business**

**A. Board Discussion**

John Sanchez made a motion to approved Jennifer Taylor Paquette to serve as Board Chair.

Kim Munoz seconded the motion.

Kim Munoz resigned as Board chairwoman effective 09.01.2024

The board **VOTED** to approve the motion.

**B. Board on tract renewal has been executed.**

**C. Surveys have been sent out with a link and hard copy backup.**

**D. CEO Evaluation scheduling. .**

Ms. Lewis stated that although this meeting is closed, it is an agenda meeting and needs to be posted as such. Mr. Sanchez could not access the Google CEO Eval document on Prelude's shared drive. Ms. Taylor Paquette to send via email

**E. Back Office Provider and CFO search**

Kim Munoz made a motion to terminate CSS's contract and enter a new contract with DSS.

Jennifer Paquette seconded the motion.

I requested proposals from DSS, Charter Schools for Success (CSS), and Wms Steinart Mask (unresponsive). CSS has been used since Prelude's inception and has failed to

meet even the minimum requirements of the contract (i.e., providing financials and budget updates). All correspondence is filed at Prelude Prep.

Price comparison

DSS(\$7000/month), CSS (\$9300/month)

Jennifer Paquette emphasized importance of provision of timely and consistent financials to board.

Ms. Lewis to send signed contract to DSS by close of business 09.18.2024

The board **VOTED** to approve the motion.

**F. Waiver for class size**

**G. Charter FIRST appeal**

**III. Reports and Updates**

**A. Committee Reports**

**B. Board Training**

Six training hours are required each year. Due by 06.30.2025.

**IV. Closing Items**

**A. Call for Agenda Items**

Send agenda items to Ms. Paquette. Next board meeting 11 October 2024 at 0900.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:59 AM.

Respectfully Submitted,  
Jennifer Paquette

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Pursuant to Texas Attorney General Op. No. AG-0668, information provided on subjects not on the agenda shall be limited to statements of specific factual information, or recitation of existing policy. Any deliberation or decision about a subject not on the agenda shall be limited to a proposal to place the subject on the agenda for a future meeting of the Board.