

APPROVED



## Prelude Prep

### Minutes

#### Board Meeting

---

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

Friday November 15, 2024 at 9:00 AM

---

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:

---

##### **Directors Present**

Dr. Denise Miner-Williams (remote), Jennifer Paquette, Kim Munoz

##### **Directors Absent**

John Sanchez, Steve Viola

---

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

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

Jennifer Paquette called a meeting of the board of directors of Prelude Prep to order on Friday Nov 15, 2024 at 9:29 AM.

**B. Pledge of Allegiance**

Recited

**C. Record Attendance**

**D. Public Comments**

None

**E. Approve Minutes**

Kim Munoz made a motion to approve the minutes from October Board Meeting on 10-11-24.

Jennifer Paquette seconded the motion.

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

**II. Reports and Updates**

**A. Committee Reports**

Jennifer Paquette made a motion to approve academic goals for 2024-2025.

Kim Munoz seconded the motion.

Goals: Increase reading and math STAAR results by 3%. Although achievement scores are not yet at a desirably rate, growth evidence by MAPP testing is promising. Ms. Lewis states that research indicates that increasing STAAR performance results by 3-4% is realistic.

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

Academics: Ms. Lewis states that TEA has verified that Prelude did not receive an F rating, but rather a D rating. Although this is suboptimal, it precludes receiving a "red flag" (three such ratings may require termination of charter) and provides hope for continued improvement and success.

Development: Prelude flyers are being distributed to city club meetings seeking board and advisory team members. Development is an outward focus on external communications. A package for development is in production.

Finance: The new back-office firm is working well. Financials were received two days ago, committee will be meeting soon.

**B. Board Training**

Reminder that 6 hours of training are due by June. Ms. Paquette encouraged all to get them done early.

### **III. New Business**

#### **A. 2024 Audit**

Jennifer Paquette made a motion to approve the June 30, 2024 audit prepared by Randy Walker & Co CPA.

Dr. Denise Miner-Williams seconded the motion.

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

#### **B. Budget amendment**

Kim Munoz made a motion to approve budget amendment.

Jennifer Paquette seconded the motion.

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

### **IV. Follow-ups**

#### **A. Request for waiver on class size**

Request for waiver on class size has been submitted and we are awaiting a response.

#### **B. Charter renewal**

Has been submitted.

#### **C. Coaching company**

Lavinia Group has been selected for coaching the teaching staff on lesson planning, use of data.

#### **D. FIRST appeal**

Appeal was denied but the information is on record.

#### **E. CEO Evaluation revision**

Dr, Miner-Williams will revise the CEO evaluation to reflect the changes in the instructional materials.

#### **F. Landscaping services**

Discussion was held on the landscaping. The work is done on an as-needed basis, with certain front areas requiring more frequent service. The cost for the entire property runs approximately \$2400.

### **V. Closing Items**

#### **A. Call for Agenda Items**

Please submit all agenda items for next month by the first week in Dec

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:00 AM.

Respectfully Submitted,  
Dr. Denise Miner-Williams

---

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.