

APPROVED



## Prelude Preparatory Board of Directors

### Minutes

#### Board Meeting

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##### Date and Time

Monday December 16, 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 Taylor Paquette, John Sanchez, Kim Munoz, Steve Viola

##### Directors Absent

None

##### Guests Present

Lauren Lewis

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#### I. Opening Items

**A. Call the Meeting to Order**

Jennifer Taylor Paquette called a meeting of the board of directors of Prelude Preparatory Board of Directors to order on Monday Dec 16, 2024 at 9:07 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 Board Meeting on 11-15-24.

Steve Viola seconded the motion.

Vote to approve the minutes was contingent on the addition in the minutes of the votes of approvals for 1) the 2024 audit and 2) the budget amendment

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

**II. Reports and Updates**

**A. Committee Reports**

Academics

Dr Miner-Williams reported that

1. there is no new data testing to report
2. Lavinia consultants are very helpful, with Ms. Lewis perceiving more confidence in the classrooms. Ms. Lewis added that since the meeting the funders (Education Partners, Ewing Halsell, and Choose to Succeed) observed the coaching interactions as well as a classroom and this went very well.
3. Ms. Lewis is applying for 3 grants for consultants next year: for reading, math, and technology. These require approved providers, for which Lavinia is one. This means that if we any of get these grants we will be able to work with the same consultant.
4. Enrollment is 159
5. Attendance is 94.95%
6. Truancy Prevention plan is working with multiple families. The program costs \$12,500/year, but has resulted in more funding from better attendance.

7. Staffing: the 3rd grade teach resigned. The instructional coach and dyslexia specialist have been filling in until the new hire will take over in Jan.

Development

Ms. Paquette presented the new Sponsorship packet, with sponsorship levels defined and a letter that can be individualized. Sponsorship benefits can also be earned with in-

kind support, which would have to be approved by the Board. Ms. Lewis wants to present this information at the parents' meeting this week. The Development committee will meet with her tomorrow to prepare for this.

Finance

Committee will be meeting in Jan to review Oct, Nov, Dec financials. Ms. Paquette expressed great satisfaction with DSS (Dynamic Support Services) and the work they are doing with our financials.

## **B. Board Training**

Board mandatory six hours training is due by 6/30/25

## **III. New Business**

### **A. New Board Member Candidate**

Ms. Margaret Estafan has submitted a resume through Mr. Viola. Her qualifications were discussed. She will be asked to meet with the Board in January and get a tour of the school. She can then decide if she wants to complete her request to join the Board. The Board will meet privately to vote and she will be notified of the Board decision. **Mr. Viola will coordinate the meeting.**

## **IV. Follow-ups**

### **A. Charter FIRST Management Report**

We are submitting a corrective action report for the 2023-2024 Charter FIRST rating report, which had a score of 68 points. 70 points are required to meet Standard Achievement. All critical factors were met. Several situations occurred that contributed to this rating, including an accounting error (early payment of bond) led to insufficient funds on hand at the time data was collected. Had this not been paid early we would have had a high B rating. The corrective action report requires much of the information that was submitted for the appeal.

### **B. Charter renewal**

We will get results in Jan-Feb. Our enrollment numbers are a concern, but we are buoyed by the fact that our scores, although not ideal, are considerably higher than comparative schools in our area.

### **C. Coaching company**

We hosted the funders to see the Lavinia consultant and how they work with the teachers. It worked out very well.

In our charter renewal application we had to outline steps we will take to become a B or A rated school. Here we are demonstrating some of the steps we described.

**D. 2023-2024 Texas Academic Performance Release**

Detailed results of the testing data that are now available for the public. Data broken down by category

**V. Closing Items**

**A. Call for Agenda Items**

Please send any items for the January agenda to Ms. Paquette.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:07 AM.

Respectfully Submitted,  
Dr. Denise Miner-Williams

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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.