

APPROVED



Prelude Prep

Minutes

August Board Meeting

Date and Time

Wednesday August 20, 2025 at 9:00 AM

Location

Prelude Prep August 2025 Board Meeting

Wednesday, August 20 · 9:00 – 10:00am

Time zone: America/Chicago

Google Meet joining info

Video call link: <https://meet.google.com/isf-ithm-wkn>

Or dial: (US) +1 470-236-6455 PIN: 913 026 903#

Notice is hereby given that a regular meeting is scheduled at 6:30 PM.

This Meeting will be conducted by telephone conference in accordance with the Governor's authorization concerning the suspension of certain open meeting law requirements for COVID-19.

Directors Present

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

Directors Absent

Steve Viola

Directors who left before the meeting adjourned

John Sanchez

Guests Present

Lauren Lewis

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jennifer Paquette called a meeting of the board of directors of Prelude Prep to order on Wednesday Aug 20, 2025 at 9:23 AM.

C. Approve Minutes

Jennifer Paquette made a motion to approve the minutes from July Board Meeting on 07-16-25.

Kim Munoz seconded the motion.

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

II. Academic Excellence Committee

A. Academic Committee

Dr. Miner-Williams:

1. STAAR school accountability rating is a B with a scaled score of 80, up from the previous two years of C (74) in 2024 and D (2023, our first year of testing).

Student achievement rating is C (72),

School progress B (81)

Academic Growth B (81),

Relative Performance (Economically disadvantaged 91.4%) B (80)

Closing the Gaps C (78). [% of students on grade level]

In addition, Prelude received five out six possible distinctions.

2. Texas Aquatic Science grant/workshops have not yet been address with new science teacher. Will be evaluated as to how it can fit in with curriculum.

2. Staffing: all positions filled. Salary increases and stipends funded by grants are improving teach retention.

3. Gr 2 is in two sections.

4. Gr 3-6 departmentalized, and administrative staff will have some classroom teaching time.

5. Teachers seem to be excited to be here.

6. Current enrollment is around 170 (projected 195) but fluctuates a good deal until mid September. As of now it but we expect it to go up. Ms. Lewis will be creating a "Retention Report" on students to track why students leave Prelude. The two biggest reasons seem to be students moving and accountability with Truancy Prevention Program or discipline measures.

7 First day of school smoothest opening yet.

8. Already multiple SpEd referrals.
9. Gr 6 music class is group piano lessons, 25 keyboards have been purchased with EMAT funds. Also keyboards for students to take home.
10. Lockers are provided for 6th graders.
11. Sports started this year: Gr 4-6 flag football and girls volleyball, K-Gr3 pep squad. code of conduct stressing academics and behavior over athletics presented to parents. Includes guidelines for parent behavior.
12. SA Composting organization helping out composting program and provided mulch for school grounds. This has upgraded the playground and also should help to kickstart Garden for Giving, helping to make soil prepped.

John Sanchez left at 9:53 AM.

III. Development Committee

A. Website | Email Addresses Update

1. Board officers now have Prelude emails. Ms. Taylor Paquette will develop SOP for official email/ChaptGPT usage. Prelude business must get off personal/work emails.
2. Ms. Lewis will post Board members and their bios on website.
3. Ms. Lewis will update social media.
4. Ms. TaylorPaquette will update committee role and responsibilities to separate the committee into fundraising and marketing/communications roles.

IV. Facilities

A. Facilities Update

1. On the advice of legal counsel, we are waiting to respond to CPS offer of \$1 for easement rights on school property.
2. The flooring in the lunchroom is complete.
3. Tree trimming has been done.
4. Plumbing pipes in the main building foundation have been replaced.

V. Governance

A. SOP and Policy Development

1. Ms. TaylorPaquette will update will update "one-pager" Prelude bio include new STAAR results as well as Board roles and responsibilities.
3. Governance committee meeting will be called to develop semi-structured interview to use for meeting with prospective board members.

VI. Finance

A.

July Financials

1. End of year financials were reviewed by the committee and are in good order. We did pass our last Charter FIRST with having 53 days cash on hand. Our goal is to have 60 days cash on hand.
2. July financials have not yet been received as the CPA company is currently working on the audit preparation which we can expect to receive in a more timely manner this year.

VII. Other Business

A. Board Candidates | Updates

The board meeting was closed for discussion on board candidates from 10:14 to 10:21.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:25 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.