

APPROVED



## Prelude Preparatory Board of Directors

### Minutes

#### Board Monthly Meeting

---

**Date and Time**

Wednesday December 17, 2025 at 9:00 AM

**Location**

1707 Centennial Blvd. San Antonio, TX

---

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 Taylor Paquette, John Sanchez, Sonya Cardenas

**Directors Absent**

Kim Munoz, Laura Rhoades, Steve Viola

---

**I. Opening Items****A. Record Attendance**

Ms. Rhoades and Mr. Viola had excused absences.

**B. Call the Meeting to Order**

Dr. Denise Miner-Williams called a meeting of the board of directors of Prelude Preparatory Board of Directors to order on Wednesday Dec 17, 2025 at 9:16 AM.

**C. Approve Minutes**

Jennifer Taylor Paquette made a motion to approve the minutes from Board Monthly Meeting on 11-21-25.

John Sanchez seconded the motion.

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

**D. Approve Minutes from 12/16/25 Audit Presentation**

Dr. Denise Miner-Williams made a motion to approve the minutes from Audit Presentation on 12-16-25.

Jennifer Taylor Paquette seconded the motion.

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

**II. Academic Excellence**

**A. Academic Committee**

Dr. Miner-Williams reported:

1. MOY testing is in progress
2. Enrollment 164; Cycle 2 attendance 95.57% with YTD 95.81%. Ms. Lewis commented that funding from the state is increased a significant amount with increased attendance.
3. Staffing: we are fully staffed with 11 teachers and 7 instructional support staff.
4. ELA is improving through Lavinia coaching and stronger execution of EL Education, and Bluebonnet Math and Story Problems show strong implementation.
5. Good turnout for Thanksgiving Luncheon, and Winter Spirit week is in progress now.
6. Ms. Lewis received the award at the Choose to Succeed annual dinner for Extraordinary Student Growth and the banner is hung in the front entryway to the school.
7. Referrals and evaluations for student support are progressing on time.

**III. Development**

**A. Press Release Development for New Board Members**

Ms. Taylor Paquette will make the release.

**B. Press Release Development | Lauren Lewis Award**

**C. 90 Day Fundraising Plan | Status Update**

Committee meeting is scheduled for 8 Jan 26 when plans will be discussed.

Dr. Miner-Williams asked if an event such as casino night or a gala was on the table and Mr. Sanchez explained that all options are explored, but that we do not have the resources (for upstart) and manpower to make this a very feasible option.

## IV. Finance

### A. September and October 2025 Financial Review

We are currently in very good standing, with over \$18,000 cash on hand. Ms. Taylor Paquette stated we will be spreading the forecast out month to month to keep things more stable, but are within our Budget vs. Revenue ratio of 10% variance.

Discussion was held about further items recently come to light that had been miscalculated by our previous company that resulted in a point cap on the FIRST rating for three years. There is no recourse to having this changed, but it reinforces how much better our current company, DSS, is in providing assistances with finances.

### B. Approval of the Financial Audit for the Fiscal Year Ended June 30, 2025

Dr. Denise Miner-Williams made a motion to approve the 2025 annual audit of Prelude Prep by Calvetti Ferguson.

Jennifer Taylor Paquette seconded the motion.

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

## V. Other Business

### A. Date for January Board Meeting

Monday, 12 Jan 2026, at 0900 at Prelude Prep.

### B. Follow-ups

1. Ms. Lewis will contact Jefferson bank to add Ms. Munoz as treasurer.
2. Ms. Taylor-Paquette will execute press releases.
3. Ms. Lewis will release information on Board training by end of week.

## VI. 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 9:46 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.