APPROVED

Prelude Preparatory Board of Directors

Minutes

July 2026 Board Meeting

Date and Time
Wednesday July 8, 2026 at 1:00 PM

Location
6655 First Park Ten Blvd
Ste 108
San Antonio, TX 78213

Notice is hereby given that a regular meeting is scheduled at 9:00 AM.

Directors Present
Dr. Denise Miner-Williams, Jennifer Taylor Paquette, John Sanchez, Kim Munoz, Laura Rhoades, Sonya Cardenas, Steve Viola

Directors Absent
None

Guests Present
Lauren Lewis

I. Opening Items

A. Record Attendance

B.

Recite Mission Statement

Recited

C. 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 Wednesday Jul 8, 2026 at 1:15 PM.

D. Approve Minutes

Jennifer Taylor Paquette made a motion to approve the minutes from Board Monthly Meeting on 05-20-26.
Sonya Cardenas seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

None.

II. Academic Excellence

A. Academic Committee

The July academic committee was postponed until 15 July due to Prelude being closed for vacation.

III. Development

A. Events

Discussion of Development will take place during the Board retreat. No votes will be taken.

IV. Governance

A. Review and Consider Approval of Revisions to Existing Board Policies – Module 1: Governance

This issue must be on a published agenda at least seven business days prior to a vote. Vote will be tabled until next month.

B. Review and consideration of approval of the 2026–2027 Faculty and Employee Handbook

Dr. Denise Miner-Williams made a motion to approve the Faculty and Employee Handbook.
Laura Rhoades seconded the motion.
The board **VOTED** to approve the motion.

C. Board Officers Election

The newly elected Board officers are:
Chair: John Sanchez
Vice-chair: Jen Taylor Paquette
Secretary : Laura Rhoades
Treasurer: Steve Viola

Committee assignments:
Development : Sonya (chair) with members Jen, Kim, Steve
Academic: Denise (chair) with Laura
Finance: Steve (chair) with John, Kim This will require a change in banking signatories.

D. Establish FY 2026-2027 Board Meeting Calendar

Board meetings for 2026-2027 will be held on the first Monday of each month at 0800 AM on the Prelude campus.

V. New Business

A. Board Training

2026 training has been completed by all Board directors. This next year training is available now and directors are encouraged to complete as soon as possible. All directors are requred to complete six hours of training.

B. Review and Discussion of Insurance Proposal

Took place last month.

C. Consideration and Possible Approval of the Insurance Proposal 2026-2027

Approved last month.

D. Consideration and Possible approval of the 2025-2026 Academic Calendar

Approved last month.

VI. Closing Items

A. Due-outs

Ms. Lewis:
1. Ensure the finance committee is added to the distribution list for financial reports.
2. provide the location and details of recent board policy updates for review.
3. File TEA Paperwork regarding updated board positions.
4.   Coordinate a visit to Jefferson bank with Mr.Viola to sign documents for changing authorized bank account signers and remove the outgoing chair as authorized signer

5. Board Training: assign specific training modules for board annual training.

Ms. Taylor Paquette:
1. publish the board meeting agenda at least 7 business days before the next session.
2. Update Board Calendar with all upcoming board meetings.

Dr. Miner-Williams: Submit updated CEO Evaluation form to board by Wed, July 15.

Board members: after receiving updated form, complete and submit their sections of the CEO eval to Ms. Taylor Paquette by Wed, 22 July.

Next month agenda item: Vote to approve the school auditor

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:20 PM.

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.