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# Prelude Preparatory Board of Directors

# Minutes

## Board of Directors Monthly Meeting

**Date and Time**
Monday September 14, 2026 at 8:00 AM

Notice is hereby given that a regular meeting is scheduled at 8:00 AM.

**Directors Present**
Jennifer Taylor Paquette, Kim Munoz, Laura Rhoades, Sonya Cardenas

**Directors Absent**
Dr. Denise Miner-Williams, John Sanchez, Steve Viola

**Guests Present**
Lauren Lewis

### I. Opening Items

**A. Record Attendance**

**B. Recite the United States of America Pledge of Allegiance**

Recited.

**C. Recite Mission Statement**

Recited.

### D. 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 Sep 14, 2026 at 8:03 AM.

### E. Approve Minutes

Jennifer Taylor Paquette made a motion to approve the minutes Board of Directors Monthly Meeting on 08-03-26.
Laura Rhoades seconded the motion.
The board **VOTED** to approve the motion.

### F. Public Comment

None.

## II. Board Committee Updates

### A. Governance Committee

- Jen Taylor Paquette: Acknowledged the board is small but expressed the importance of keeping governance on the agenda.
- Jen Taylor Paquette: Noted that John Sanchez is experiencing several family/personal issues and she is uncertain about her own role as chair. As the acting Vice Chair she agreed to support John Sanchez, the active Board Chair.

### B. Academic Committee

Lauren Lewis reported enrollment of 175 students toward a goal of 185. Illness, including COVID and flu, affected attendance; attendance data was not yet fully submitted, and incentives were being implemented.

The school received an overall assessment score of 80 and three distinction designations in Reading/Language Arts, Math, and Post-Secondary Readiness. Reported on-grade-level rates were 49% in reading and 42% in mathematics. Comparative reading and mathematics rates were 33% and 24% for District 5, 50% and 35% for San Antonio, and 55% and 43% statewide.

Staffing was generally stable, with one special education teacher vacancy remaining and another position filled internally. Current activities included Pep Squad, Cheer, Flag Football, and parent-paid tumbling. Girl Scouts and martial arts programs were discussed as possible additions.

### C. Development Committee

Lauren Lewis discussed school tours scheduled for September 15 and September 29, with October 13 or October 20 proposed. The September 15 tour lacked confirmed RSVPs because no RSVP link was available. Kim Munoz emphasized creating a Microsoft Forms RSVP link for future tours.
Outreach included more than 2,000 distributed signs, QR-coded flyers, and Facebook and Google advertising. Carmen was conducting recruitment through calls, texts, and emails, with a target of 200 students by snapshot date.

### D. Finance Committee

Lauren Lewis reviewed July financial information. The school reported 40 days of cash on hand against a 60-day benchmark, projected debt service coverage of 1.36 against a required minimum of 1.1, and a balanced budget. A $250,000 grant payment had been received the preceding Friday and was pending deposit.

CalVetti Ferguson had begun the annual audit, and Brian had supplied trial balances and supporting documents. An audit vote was expected within two months. The effect of the grant on cash on hand was to be revisited by the Finance Committee.

Follow-up: Steve Viola to schedule a Finance Committee meeting, preferably before 10:00 a.m. or at the end of the day. Lauren Lewis and Steve Viola to clarify cash-on-hand calculations. Lauren Lewis to deposit the grant payment, support the audit, and provide updated financial reports.

## III. 2026 - 2027 Budget Amendment Review

### A. 2026 - 2027 Budget Amendment Vote

Tabled.

## IV. New Business

### A. Board Training

Jen Taylor Paquette: Reminded everyone to complete and noted that 6 hours of training are required; no new board members are currently onboarding.

### B. Facilities Update

No new issues.

## V. Closing Items

### A. Next Board Meeting

October 5th, 8:00 AM.

### B.

### Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 AM.

Respectfully Submitted,
Laura Rhoades

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### Documents used during the meeting

*None*

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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.