APPROVED

Life School

Minutes

Board Meeting

Date and Time
Wednesday July 16, 2025 at 9:30 AM

Directors Present
B. Wilson Ed.D., R. Martinez, R. Mays, S. Williams

Directors Absent
C. Clemmons, C. Ransbottom, S. Lee Ph.D.

Guests Present
B. Ding, B. West, C. Johnson, E. Davis, J. Shepherd, Ed.D., J. Wilson, K. Riepe, Ed.D., M. Beck, R. McElhany, S. Colwell Ed.D., S. Fuller Ed.D., S. Thomas, S. Thrush, T. Mooney Ed.D.

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Wilson Ed.D. called a meeting of the board of directors of Life School to order on Wednesday Jul 16, 2025 at 9:30 AM.

C. Speakers on Public Sign-up Sheet

No speakers for public comment.

II. Opening Ceremonies

A. Pledge of Allegiance/Texas Pledge

Bryon Ding lead the the Pledges.

B. Invocation

Ruben Martinez gave the invocation.

C. Recognitions

Recognition of Service – Jennifer Villavaso
Dr. Troy Mooney recognized Jennifer Villavaso for her commitment and dedication as the principal of Life School Carrollton. Ms. Villavaso faithfully served in this role for six years, demonstrating unwavering and steady leadership. Each member of the Board expressed sincere appreciation for her exceptional service, especially during the final months leading up to the campus closure.

III. Education Foundation Presentation Update

A. Life School Education Foundation Update

Mr. Eddie Davis provided the monthly report for the Life School Education Foundation. For the month of May 2025, the Foundation received $29,323 in donations. Year-to-date contributions total $221,986.

The GEM (Give Every Month) program remains steady with approximately 230 recurring givers, generating around $1,900 in monthly contributions.

IV. Consent Items

A. Acceptance of New Hires and Terminations

B. Acceptance of Gifts and Donations

C. Approval of Public Relations Firm Agreement with Allyn Media

D. Acceptance of Special Education Department Annual Agreements

E. Approval of Technology TREC (Technology Resources Education Consortium) Annual Contract with Region 11 for the 2025-2026 School Year

F. Approval of Workers' Compensation Insurance Provider

G. Approval of the MOU for Revocable Facility Use License with Nelson University

H. Approval of 2025-2026 Parent-Student Athletic Handbook

I. Approval of 2025-2026 Staff Athletic Handbook

J. Approval of Additional Assistant Board Secretary

K. Approval of Revisions to the "Equal Educational Opportunity" and "Prohibited Discrimination, Retaliation, and Harassment" Policies in Life School Board Policy Manual, Policy Group 3 - Students and to the "Nondiscrimination Policy" in Life School Board Policy Manual, Policy Group 4 - Personnel

L. Motion to Approve the Consent Items as presented

R. Mays made a motion to approve the consent items as presented.
R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Lee Ph.D.	Absent
R. Mays	Aye
S. Williams	Aye
C. Clemmons	Absent
R. Martinez	Aye
C. Ransbottom	Absent
B. Wilson Ed.D.	Aye

V. Action Items

A. Possible Approval of Board Meeting Minutes

R. Martinez made a motion to approve the minutes from Board Meeting on 06-04-25.
S. Williams seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Clemmons	Absent
R. Martinez	Aye
S. Williams	Aye
B. Wilson Ed.D.	Aye
R. Mays	Aye
C. Ransbottom	Absent
S. Lee Ph.D.	Absent

B. Consideration and Possible Acceptance of the Financial Report

Megan Beck presented the financial report for the month ending May 31, 2025. At this point, 75% of the fiscal year has been completed. Income remains on target, while expenses are slightly elevated due to certain positions being paid over 12 months. The organization currently maintains approximately 160 days of cash on hand.
R. Mays made a motion to accept the financial report as presented.
S. Williams seconded the motion.

Ms. Megan Beck presented the financial report for the month ending May 31, 2025. At this point, 75% of the fiscal year has been completed. Income remains on target, while expenses are slightly elevated due to certain positions being paid over 12 months. The organization currently maintains approximately 160 days of cash on hand.
The board **VOTED** to approve the motion.

Roll Call

C. Clemmons	Absent
B. Wilson Ed.D.	Aye
C. Ransbottom	Absent
R. Martinez	Aye
S. Lee Ph.D.	Absent
S. Williams	Aye
R. Mays	Aye

C. Consideration and Possible Approval of Kitchen Equipment Bid

Megan Beck presented the results of the RFP for kitchen equipment, part of the TDA-approved spend-down plan for Child Nutrition. Two vendors tied in scoring; the committee recommends awarding the bid to Culinary Depot based on delivery needs. Board approval is pending final authorization from the Texas Department of Agriculture.
R. Martinez made a motion to approve the kitchen equipment bid as presented.
R. Mays seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Mays	Aye
C. Clemmons	Absent
S. Williams	Aye
S. Lee Ph.D.	Absent
B. Wilson Ed.D.	Aye
R. Martinez	Aye
C. Ransbottom	Absent

D. Consideration and Possible Approval of 2025-2026 Staff Handbook

Dr. Stephanie Colwell presented the draft of the 2025–2026 Life School Staff Handbook for board approval. Minor updates include changes to the Title IX coordinator for students, clarification on reporting pay changes to HR, updates to bereavement leave, and alignment with current board policies.
R. Mays made a motion to approve the 2025-2026 staff handbook as presented.
R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Mays	Aye
C. Clemmons	Absent
R. Martinez	Aye

Roll Call

C. Ransbottom	Absent
S. Williams	Aye
S. Lee Ph.D.	Absent
B. Wilson Ed.D.	Aye

E. Consideration and Possible Approval of 2025-2026 Student/Parent Handbook

Joy Shepherd presented the revised red-lined version of the 2025–2026 Student/Parent Handbook, along with a summary of changes. Upon board approval, the handbook will go into effect. Any future legislative updates will be brought to the board as needed.
R. Mays made a motion to approve the 2025-2026 Student/Parent Handbook as presented.
S. Williams seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

B. Wilson Ed.D.	Aye
S. Lee Ph.D.	Absent
R. Mays	Aye
C. Clemmons	Absent
R. Martinez	Aye
S. Williams	Aye
C. Ransbottom	Absent

F. Consideration and Possible Approval of Athletic Training Services Agreement with Baylor Scott & White Institute for Rehabilitation - Outpatient Therapy

Scott Thrush presented a proposed contract with Baylor Scott & White Institute for Rehabilitation – Outpatient Therapy to provide athletic training services as needed for Life School athletic events. The contract, effective August 1, 2025 through July 31, 2030, sets a rate of $50 per hour with a three-hour minimum per scheduled licensed athletic trainer.
R. Martinez made a motion to approve the athletic training services as presented.
R. Mays seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Martinez	Aye
S. Lee Ph.D.	Absent
S. Williams	Aye
C. Ransbottom	Absent
C. Clemmons	Absent
B. Wilson Ed.D.	Aye
R. Mays	Aye

G. Consideration and Possible Approval of Janitorial Services Contract with Strategic Janitorial Solutions

Barry West presented the proposed 2025–2026 janitorial services contract with Strategic Janitorial Solutions, a longtime provider for Life School. The total contract amount is $835,836, with a 10% contingency of $83,836 for unforeseen needs, bringing the total budgeted amount to $919,672.
R. Martinez made a motion to approve the janitorial services contract as presented.
S. Williams seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Ransbottom	Absent
R. Mays	Aye
R. Martinez	Aye
B. Wilson Ed.D.	Aye
S. Lee Ph.D.	Absent
S. Williams	Aye
C. Clemmons	Absent

H. Consideration and Possible Approval of the Board Resolution Pertaining to Non-Enrolled Student Participation in UIL Activities and Accompanying Revisions to the “Student Activities” Policy in Life School Board Policy Manual, Policy Group 3 – Students

Bryon Ding presented a board resolution and accompanying policy revisions to PG-3.506 – Student Activities. In alignment with Senate Bill 401, the updated policy reaffirms Life School’s position not to allow non-enrolled students to participate in UIL activities. The revised policy, reviewed by legal counsel, is effective July 16, 2025.
R. Mays made a motion to the board resolution pertaining to non-enrolled student participation in UIL activities and accompanying revisions to the “Student Activities” Policy in Life School Board Policy Manual, Policy Group 3 – Students.
R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Martinez	Aye
C. Ransbottom	Absent
S. Lee Ph.D.	Absent
S. Williams	Aye
R. Mays	Aye
B. Wilson Ed.D.	Aye
C. Clemmons	Absent

VI. Information Items

A. Texas Public Charter School Association Conference - Houston - October 6-8, 2025

Bryon Ding provided the board with their travel options for he conference.

VII. Executive Closed Session

A. Call for Motion to Enter Executive Closed Session

R. Mays made a motion to enter executive closed session.
S. Williams seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Clemmons	Absent
B. Wilson Ed.D.	Aye
C. Ransbottom	Absent
R. Mays	Aye
S. Williams	Aye
R. Martinez	Aye
S. Lee Ph.D.	Absent

The board entered closed session at 10:03 a.m.

B. Possible Review, Updates and Revisions to Emergency Operations Plan

C. Possible Discussion of Property

D. Possible Discussion of Personnel and 2025-2026 Pay Grades/Compensation Plan

E. Motion to Reconvene in Open Session

R. Mays made a motion to reconvene in open session.
R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Williams	Aye
C. Clemmons	Absent
C. Ransbottom	Absent
B. Wilson Ed.D.	Aye
R. Mays	Aye
R. Martinez	Aye
S. Lee Ph.D.	Absent

The board reconvened in open session at 10:13 a.m.

VIII. Possible Action from Items Discussed in Closed Session

A. Consideration and Possible Approval of Review, Updates and Revisions to Emergency Operations Plan as Discussed in Closed Session

R. Mays made a motion to approve the review, updates and revisions to multi-hazard Emergency Operations Plan (EOP) including all annexes as discussed in closed session.

R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Clemmons	Absent
C. Ransbottom	Absent
B. Wilson Ed.D.	Aye
S. Lee Ph.D.	Absent
R. Martinez	Aye
S. Williams	Aye
R. Mays	Aye

B. Consideration and Possible Approval of 2025-2026 Pay Grades/Compensation Plan

Dr. Stephanie Colwell presented the 2025-2026 Pay Grades and Compensation plan.
S. Williams made a motion to approve the 2025-2026 Pay Grades / Compensation Plan as presented.
R. Martinez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Lee Ph.D.	Absent
C. Ransbottom	Absent
R. Martinez	Aye
C. Clemmons	Absent
B. Wilson Ed.D.	Aye
S. Williams	Aye
R. Mays	Aye

IX. Closing Items

A. Adjourn Meeting

S. Williams made a motion to adjourn.
R. Mays seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Martinez	Aye
C. Clemmons	Absent
C. Ransbottom	Absent
B. Wilson Ed.D.	Aye
R. Mays	Aye
S. Williams	Aye
S. Lee Ph.D.	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:16 AM.

Respectfully Submitted,
S. Fuller Ed.D.

This agenda posted on July 9, 2025, at 9:05 a.m.

Brent Wilson, Ed.D.
Superintendent