

APPROVED



## Ridgeline Education Corporation

### Minutes

#### Board Meeting

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#### Date and Time

Wednesday July 24, 2024 at 4:15 PM

#### Location

**In person:** 1922 S General McMullen Drive, San Antonio, TX 78226

**Virtual via Microsoft Teams:** <https://llac.io/RECBoard>

Meeting ID: 248 959 160 729

Passcode: de7HNh

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#### Directors Present

C. Humphrey, L. Davis (remote), M. Lewis (remote)

#### Directors Absent

*None*

#### Guests Present

A. Holmes (remote), D. Petropulos, G. Sharifi, H. Ruiz (remote), Jeannette Cook (remote), K. Delaney (remote), K. Welsh (remote), K. Willmann (remote), Lori Witt (remote), M. VanKirk (remote), Memry Molina (remote), Nicola Lovelace (remote), R. Reyes (remote)

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#### I. Opening Items

##### A. Call the Meeting to Order

C. Humphrey called a meeting of the board of directors of Ridgeline Education Corporation to order on Wednesday Jul 24, 2024 at 4:17 PM.

##### B. Record Board Member Attendance

**C. Introduction of In Person and Virtual Attendees**

**D. Pledge of Allegiance**

**II. Approval of Agenda**

**A. Approval of Agenda**

C. Humphrey made a motion to approve the July 24, 2024, board meeting agenda.

M. Lewis seconded the motion.

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

**III. Review and Approve Minutes from Previous Meeting(s)**

**A. Prior Meeting Minutes**

C. Humphrey made a motion to approve the minutes from Board Meeting on 06-17-24.

M. Lewis seconded the motion.

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

**IV. Reports**

**A. Finance**

1. The Board was presented with the financial statement as of June 30, 2024, including the balance sheet, income statement, cash projections, and revenues & expenses with an explanation and discussion. He also mentioned FSP for August is based on ADA and on the TEA for the fiscal year.
2. Ms. Davis met with Mr. Welsh and Mr. Reyes and is pleased with how the budget is looking for the school year.

**B. School Leader**

1. Ms. Willmann introduced 2 new staff members to the school. She also shared on the back-to-school block party on August 1. Marketing will be sending out 3000 invitations for the event.
2. Ms. Willmann shared enrollment of 207 students with 188 confirmed. She also shared on the counselor reaching out to the municipal courts to have student sign up to attend L4L Edgewood as part of their court order.
3. Mr. Davis had concerns with enrollment of students and the number of students for ADA (57%) to keep on track with the budget. He would like some accountability of students attending class.
4. Mr. Reyes reminded the board the ADA is shared every 6 weeks.
5. Ms. Willmann stated the target enrollment is 225. Mr. Humphrey and Mr. Davis would like to lay out a plan for growing enrollment with LLAC.

6. Mr. Petropulos shared he will be in Texas next week to speak on the ADA issue and possibly looking for larger buildings to hold more students.
7. Ms. Sharifi also mentioned she will have a list of sites by January to possibly move into. She also said planning a year ahead would be best. She would like this topic as a standing item on the agenda.
8. Mr. Humphrey mentioned he would like this item on the agenda quarterly unless there is information to be shared at an earlier meeting.

### **C. Management Organization**

1. Dr. Cook gave an update on a new Science teacher and English teacher positions beginning on August 1. She also mentioned a SPED paraprofessional and a tutor positions have been posted.
2. Ms. Molina introduced LLAC's new National SPED Coordinator, Nicola Lovelace, and that she will be visiting the school site in the next couple of weeks to introduce herself to the staff.

### **D. Legal Update**

Legal counsel shared that there was no legal update at this time.

## **V. New Business**

### **A. 2024-25 Parent/Student Handbook**

L. Davis made a motion to Approve the 2024-25 Parent/Student Handbook.

C. Humphrey seconded the motion.

Ms. Willmann shared that there were no new changes to the handbook.

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

### **B. 2024-25 Course Catalog**

C. Humphrey made a motion to Approve the 2024-25 Course Catalog.

L. Davis seconded the motion.

Mr. Holmes shared that there were some minor changes to the course catalog and briefly went over them with the board.

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

## **VI. Open Discussion regarding future Board Agenda items**

### **A. Open Discussion**

1. Mr. Humphrey approached a fellow colleague, Mr. Tony Cantu, to be a possible board member. Mr. VanKirk and Mr. Humphrey will be meeting with him next week to discuss being a future board member.
2. Mr. Daivs would like a recap on KPI's and ADA quarterly.

3. Ms. Lewis wished Ms. Willmann a good school year and hope she has a great event on August 1.

## **VII. Closing Items**

### **A. Next Scheduled Board Meeting**

Next Scheduled Board Meeting August 21, 2024, at 4:15pm.

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:02 PM.

Respectfully Submitted,  
A. Holmes

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In accordance with the Texas Open Meetings Act (Subchapters D and E of Ch. 551, Tex. Gov't Code), the Board may enter closed meeting to deliberate any subject authorized by Subchapter D that is listed on the agenda for this meeting.

Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

Timely notice of this meeting was posted on July 19, 2024.