

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE EL PASO LEADERSHIP ACADEMY**

November 28, 2018

The regular meeting of the Board of Directors (the "**Board**") of the El Paso Leadership Academy, a Texas non-profit corporation (the "**Company**"), was held on November 28, 2018 at the El Paso Leadership Academy, 1918 Texas Avenue, El Paso, Texas 79901 at 5:30 pm. Matt Kerr, President of the Board, acted as its chairman and presided over the meeting, and Allan Lindstrom, Secretary, recorded the minutes of the meeting.

First Item of Business: Call to Order and Quorum. The Chairman called the meeting to order at 5:37 pm, and it was determined that a quorum, consisting of the majority of directors of the Company, was present and ready for the transaction of business. The following directors were present: Scott Adkins, Matt Kerr, Allan Lindstrom, Joe Sanchez, and Alexandria Serra. Rida Ashfahani participated via conference call.

Staff in Attendance: Omar Yamar, Emily Levario and Andrew Benitez

Others in Attendance: None

Second Item of Business – Approval of Minutes. Approval of the Board's Minutes from the September 26, 2018 Regular Meeting was considered. Scott Adkins made a motion to approve the Minutes and Joe Sanchez seconded the motion. Following a vote by the Board, the Minutes from the aforementioned meeting were approved unanimously.

Third Item of Business – EPLA Open Forum. No persons were present.

Fourth Item of Business – Academic Update. Andrew Benitez, Principal, and Omar Yanar, CEO, explained EPLA student achievement data as presented in the *EPLA Academic Comparison Report*. Included was a summary of student academic growth and the closing of achievement gaps. It was explained that state accountability rankings for middle school students are based solely on STAAR scores.

Fifth Item of Business – Public Meeting. Emily Levario, CFO, presented a report explaining El Paso Leadership Academy's Charter First Rating for the 2017 fiscal year. EPLA achieved a rating of "A Superior" which places EPLA in the top tier of the Texas Education Association fiscal responsibility rating system.

Sixth Item of Business – Finance.

Bi-Monthly Financial Report. Ms. Levario presented the Financial Management Report which included the September and October Check Registers, and the Student Membership Dashboard. The Dashboard detailed current student enrollment and Average Daily Attendance compared to the baseline data used to establish the 2018-2019 EPLA budget. The current student enrollment of 206 exceeds the 202 budget baseline enrollment projection. Similarly the student Average Daily Attendance of 96.1% exceeded the budget established goal of 95%.

ESL Enrollment. ESL student enrollment statistics are included in the Student Enrollment Dashboard. Budgetary implications of the enrollment were explained by Ms. Levario. School districts receive \$650 per student classified as ESL. The 2018-2019 EPLA budget was based on receiving financial support for 40 students. The actual number of ESL students currently enrolled is 80 indicating additional non-budgeted monies will be received for 40 students.

Cash Flow Analysis. The Chief Financial Officer presented a cash flow analysis projecting 47 days of cash-on-hand by August 31, 2019, the end of the budget year.

Budget Amendment. Budget Amendment 900017 addressing an increase in ESL and SPED program staffing, supplies, and contract services was presented for Board approval. Additional monies have become available due to the increase in number of students classified as ESL which increases the amount of income provided by TEA. As indicated in the Budget Amendment, the increased income will be used to fund the EPLA ESL tutor from part-time to full-time service, to increase SPED Professional Services, to augment support salaries, and provide additional educational supplies. Scott Adkins moved approval of Budget Amendment 900017 with Alexandria Serra seconding the motion. The motion was passed unanimously by the Board.

Finance Committee Report. Matt Kerr reported on the EPLA Finance Committee. He indicated that long term goals for EPLA were dependent on future student enrollment. Rida Ashfani indicated that he would review EPLA architectural plans. Discussion of the placement of a informational advertisement in El Paso, Inc. in preparation for a future capital campaign.

Seventh Item of Business – CEO Report. Omar Yanar, CEO, reported on the current student enrollment count which has stabilized at 206 students. He also explained the 2018-2019 Recruitment and Admissions Plan and related areas including student transportation.

Eighth Item of Business – Other

Approve Revision of 2018-2019 School Calendar. The 2018-2019 School Calendar was presented for Board approval. Scott Adkins moved approval of the 2018-2019 Student Calendar

with Alexandria Serra seconding the motion. The motion was approved unanimously by the Board.

Board members Joe Sanchez left at 6:40 pm and Matt Kerr left at 6:46 pm

Closed Session: Discussion Personnel Matters and SB1882 Texas Partnerships. Scott Adkins moved and Allan Lindstrom seconded the motion that the Board meet in Executive Session in accordance with Texas Governance Code Section 551.074. The motion was unanimously approved by the Board. The Executive Session was convened at 6:42 pm. Scott Adkins moved and Alexandria Serra seconded the motion that the Board reconvene to Regular Session and adjourn at 7:02 pm. The motion was unanimously approved by the Board.

The next meeting of the Board of Directors of the Company will be on January 16, 2019 at 5:30 pm at the El Paso Leadership Academy, 918 Texas Avenue, El Paso, Texas.


Allan Lindstrom, Secretary