

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

August 29, 2023

A regular meeting of the Board of Directors (the "**Board**") of the El Paso Leadership Academy, a Texas non-profit corporation (the "**Company**"), was held at the Academic Revolution Center (ARC), 5919 Brook Hollow, El Paso, TX 79925 on August 29, 2023 at 12:00 pm. Matt Kerr, President of the Board, served as chairman and presided over the meeting, and Allan Lindstrom, Secretary, recorded the minutes.

First Item of Business: Call to Order. The Chairman called the meeting to order at 12:02 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: Matt Kerr, Soledad Bascoco, Toni Mizdal, Allan Lindstrom, and Manny Jemente.

Staff in Attendance: Omar Yamar, Arielle Behar, Angel Torres, Diane Jones, Miriam Martinez and Debbie Betancourt.

Others in Attendance: Tony Casas; and by Zoom teleconference: Kati Burke, Charter School Success and David Edwards, Charter School Success

Second Item of Business: Open Forum. No one was present for the Open Forum.

Third Item of Business: Approval of Minutes. The minutes of the June 27, 2023 and August 1, 2023 regular monthly meetings were presented for approval. Moanny Jemente moved approval of the August 1, 2023 and June 27, 2023 minutes and Allan Lindstrom seconded the motion. The motion was approved unanimously by the following Board Members: Soledad Bascoco - Yes, Allan Lindstrom - Yes, Toni Mizdal – Yes, Manny Jemente – Yes and Matt Kerr – Yes..

Fourth Item of Business: Board Appointment. Tony Casas, a potential candidate for serving as a Board Director was introduced by President Kerr.

Nominations for Officers of the Board effective September 1, 2023 were presented as follows: President – Toni Mizdal; Vice President – Soledad Bascoco; Secretary – Allan Lindstrom; and Matt Kerr, Treasurer. The slate of officers was elected by a positive vote of all Board members.

Fifth Item of Business: Kati Burke, Charter School Success presented the End-of-the-Month Financial Report, a Resolution for Future 2022-2023 Amendment, Charter First Indicator trends and 2023-2024 Budget planning. The report also included revenue and expenditure projects, student attendance impact, HR updates, and PEIMS data collection.

The Board engaged in discussion concerning purchasing, credit card, budgeting procedures and the related approval processes. Administration indicated that a review of purchasing procedures is being conducted and staff training will be provided. The Board requested an explanation of field trip policies. The Board requested that a credit card policy be presented to the board at its September meeting.

2022-2023 Budget Amendment Resolution. Manny Jemente moved and Toni Mizdal seconded approval of a resolution to allow the El Paso Leadership Academy to amend, if necessary, the 2022-2023 budget after the end of the fiscal year. The Board approved the resolution unanimously.

2022-2023 Amended Budget. The 2022-2023 amended EPLA budget was presented to the Board for review and approval. Allan Lindstrom moved approval of the 2022-2023 amended budget and Manny Jemente seconded the motion. The Board approved the motion unanimously.

2023-2024 Budget – Funds 199, 420 and 240. Kati Burke presented the 2023-2024 Budget for Board review explaining that the budget was based on an estimated student enrollment of 850 with 93% Average Daily Attendance (ADA). Upon the review of the Board, a motion was presented by Soledad Bascoco to approve the 199, 420, and School Nutrition 240 budgets. Toni Mizdal seconded the motion which was passed unanimously by the Board.

2023-2024 Budget – All Funds Budget. Approval was also sought for the proposed 2023-2024 All Funds Budget. Allan Lindstrom moved approval of the 2023-2024 All Funds Budget. Manny Jemente seconded the motion which was passed unanimously by the Board.

Sixth Item of Business - Recruitment Update. The recruitment update was tabled by the President.

Seventh Item of Business – HR/Academics. Ms. Debbie Betancourt explained the following Employee Handbook Policy Proposals: Children in the Workplace, Animals in the Workplace, Pregnant Workers Fairness Act and the Employee Attendance and Leave Policy. Approval of three policies were considered by the Board for approval: Children in the Workplace, Animals in the Workplace, and the Pregnant Workers Fairness Act. Manny Jemente moved approval of the first three policies and Soledad Bascoco seconded the motion. Board members voted on the motion as follows: Manny Jemente – yes, Soledad Bascoco – Yes, Allan Lindstrom – Yes, Matt Kerr – Yes and Toni Mizdal – No. The motion was approved.

Discussion ensued on the proposed Employee Attendance and Leave Policy. Concern was expressed regarding the Employee Attendance and Leave Policy as to how it compared to the current policy. It was determined that consideration of the policy should be tabled and addressed at the September meeting.

Eighth Item of Business – CEO Report. Included in the CEO Report was a report by David Edwards from Charter School Success on the EPLA Federal Grant Applications. Explained were the specific federal program, the program’s intent, and the anticipated allocation to El Paso Leadership Academy. Specific program information is as follows: (1) Title I, Part A – Anticipated allocation of \$275,734 to assist schools with high concentrations of students from low income families. Will be used to fund instructional coaches, a social worker, software, curriculum and training; (2) Title II, Part A – Anticipated allocation of \$37,869 which will be transferred to Title I, Part A; (3) Title III, Part A ELA – Anticipated allocation of \$25,542 to ensure English Learner students develop English proficiency and meet academic achievement standards. Will be used for ESL, aides, training and software; (4) Part III, Part A Immigrant – Anticipated allocation of \$2,619 for use with immigrant children to provide activities such as family literacy, parent outreach, mentoring and counseling; and (5) Title IV, Part A – Anticipated allocation of \$19,744 to be transferred to Title I to assist in meeting Title I purposes.

In addition to the anticipated Title I through Title IV funds, Mr. Edwards explained the Special Education funds that are anticipated to be allocated to the El Paso Leadership Academy as follows: (1) IDEA A, B anticipated allocation of \$106,617 for funding supplemental resources to help ensure that eligible students with disabilities are provided appropriate education as required by federal statute. It is to be used for aides, stipends, contracting services, software and training; and (2) American Rescue Plan, ESSER III Fund anticipated allocation of \$301,654 carry over from the 2022-2023 allocation to support payment for a data person and participation in the Vetted Tutor Corps.

The Board entered into discussion regarding the requirements for school safety under Texas House Bill 3 which mandates that each school building have a commissioned peace officer present during school hours. The legislation requires that there be a gun on each campus. Possible allowable options with board approval in the case that a commissioned peace officer is not available were discussed. It was agreed that a proposal to meet the school safety requirement be brought to the Board for consideration at the September board meeting.

Ninth Item of Business: Meeting Adjournment. The meeting was adjourned at 2:24 pm.

The next general meeting of the EPLA Board of Directors will be held on September 26, 2023 at 12:00 pm at the El Paso Leadership Academy Academic Revolution Center (ARC), 5919 Brook Hollow, El Paso, TX 79925 on September 26, 2023 at 12:00 pm.

Allan Lindstrom, Secretary