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

**June 18, 2024**

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 EPLA 114 Texas Avenue, El Paso, Flagship Campus, 1918 Texas 79901 on June 18, 2024, at 12:00 pm. Toni Mizdal, President of the Board, served as chairman and presided over the meeting, and Arielle Bejar recorded the minutes.

**First Item of Business: Call to Order**The Chairman called the meeting to order at 12:15 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, Joe Johnston, Justine Miranda, and Anthony Casas. David McCracken and Manny Jemente participated via Zoom.

**Staff in Attendance**: Omar Yanar and Arielle Bejar. Y’Ymelda Herrera participated via Zoom.

**Second Item of Business: Open Forum**There were no items for discussion in the open forum.

**Third Item of Business: Approval of Board Minutes**The minutes of the March meeting were presented for approval, while the special board meeting minutes were tabled for the next session. Soledad Bascoco moved approval of the March minutes, and Matt Kerr seconded the motion. The motion was approved unanimously by the Board.

**Fourth Item of Business: Recruitment Update**Mr. Lorenzo Borjas presented enrollment statistics and outlined ongoing challenges, reporting 370 pending re-enrollments with an overall enrollment goal of 820 students. He highlighted that 55 new enrollments were recorded since the prior week. The board discussed strategies to meetthis enrollment goal, including making targeted phone calls and involving teachers in outreach efforts.

**Fifth Item of Business: Finance/HR**The financial reports and budget amendments were reviewed. Y’Ymelda Herrera presented the Month-End Board Report, noting a decrease in financial losses from $517,000 to $278,000. The Board approved budget amendments and discussed cash management strategies, including the potential use of interest-bearing accounts to optimize cash flow. Matt Kerr moved to approve the board report and Justine Miranda seconded the motion. The motion was unanimously approved.

A memo was presented to the board by Ms. Arielle Bejar reflecting the changes needing to be made to the EPLA Employee Handbook. Ms. Bejar answered clarifying questions in regards to procedures regarding COVID and paid time off (PTO) days for administrative staff. The motion to approve was made by Soledad Basoco and was seconded by Justine Miranda.

The motion was unanimously approved by the board. A monthly meeting for July and August were agreed to by the board and the board moved to keep a bi-monthly meeting for 2024-2025. The motion was made by Matt Kerr and seconded by Manny Jemente.

**Sixth Item of Business: Operations/Academics**

Results for the RFP for the nutrition program were presented by Mr. Lorenzo Borjas. The result was one vendor who was open to lowering prices, parent feedback, and being more involved in the program and providing samples and tastings to reflect campus feedback. Ms. Miram Martinez was able to stabilize processes for the child nutrition program to balance losses and have reliable counts. The motion to approve was made by Matt Kerr and seconded by Manny Jemente. The motion was unanimously approved by the board

Rita Monsivais delivered a presentation on dual language programs, highlighting plans for academic improvements and potential collaborative efforts with UTEP.

Ymelda Y’Herrera presented scenarios for the budget based on projected student enrollment with low, medium and high numbers along with current and anticipated expenses for 2024-2025. The board expressed the necessity that the scenarios be shared with leadership so it is understood what is expected for enrollment in order to retain staff and what expectations are should recruitment numbers fall short. The board was also optimistic about anticipated recruitment numbers of 665 and 820. Ms. Y’Herrera communicated that she will be setting a time with leadership during the executive leadership meeting to discuss recruitment and budget scenarios in detail.

**Seventh Item of Business: CEO Updates**

The CEO presented the EPLA Organizational Chart to the board and explained the breakdown of roles and responsibilities within the organization from the district down to the campus level. The organizational chart was going to be disseminated during SOAR week to “train the executives to the lesson plan” and have them train it down.

The CEO shared changes in staff in regard to Ms. Jones and the expectations for her departure and the unexpected turn of events that led to Mr. Maldonado becoming executive director of EPLA East and bring in Ms. Monsivais as Chief Academic Officer along with other staff including East Facilities and Operations at the district level.

The CEO also discussed plans to develop EPLA as the research and development hub for teacher development, data- driven instruction, and serving the latino students utilizing Big Picture Learning.

The CEO shared plans to expand into an elementary school in 36 months and will be submitting an expansion amendment to the charter.

The CEO also shared the dire situation impacting IDEA charter schools and the potential impacts for El Paso Leadership Academy.

**Adjournment**The EPLA Board adjourned at 3:05 pm on a motion by Matt Kerr and a second by Tony Casas. The next general meeting of the EPLA Board of Directors will be held on July 22, 2024, at 12:00 pm.

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 Arielle Bejar, Board Liaison