



# BOARD OF DIRECTORS MEETING



Date: January 19, 2022

Type of Meeting: General

## Board Members in Attendance:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Brian Dillard        | <input checked="" type="checkbox"/> Marques Mitchell |
| <input checked="" type="checkbox"/> Kanwal Sumnani Lopez | <input checked="" type="checkbox"/> Henrietta Muñoz  |
| <input checked="" type="checkbox"/> Jackie Gorman        | <input type="checkbox"/> Mary Gradney                |
| <input checked="" type="checkbox"/> George Pedraza       | <input type="checkbox"/> Kim Abernethy               |
| <input checked="" type="checkbox"/> Mike Frisbie         |  |

## Staff in Attendance:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Akeem Brown, CEO & Superintendent      | <input type="checkbox"/> Dr. Daphene Carson, Director of Operations |
| <input checked="" type="checkbox"/> Jennipha Ricks, Chief Learning Officer |   |
| <input checked="" type="checkbox"/> Alicia Sebastian, Executive Assistant  |   |

## Guests in Attendance: (Via Zoom)

- |   |                            |
|---|----------------------------|
| Stephanie Rodriguez, Charter School Success | Bryan Dahlberg, Attorney   |
| Jackie Hernandez, Charter School Success    | Don Crook, Benefits Broker |
| Jennifer Barbeau, High Mark                 |                            |

## MINUTES

1. The meeting was called to order by Chairman, **Brian Dillard** at 5:04 pm with a quorum.
2. The following corrections were made to the minutes:
  - a. George Pedraza was present
  - b. Correct the spelling of Frisbie

**It was moved by Mike Frisbie and Seconded by Kanwal Lopez to approve the minutes as corrected. The motion carried.**

## MINUTES

3. Superintendent Akeem Brown provided the Superintendent's report
  - a. Mission Minute – video of students
  - b. Introduction of new Chief Learning Officer – Jennipha Ricks
  - c. In talks with 2nd Baptist, Antioch, and ACCD/St. Paul regarding space
  - d. St. Gerard and St. Philip's College are not available location opportunities
  - e. The COVID Safety Plan (synchronous and asynchronous) is being developed by Ricks and will be presented to the board soon.
  - f. Superintendent Brown committed to providing more visual data about outreach/recruiting efforts at the next meeting
4. Finance Report (Jackie & Stephanie)
  - a. The board reviewed the month end report for 12/31/2021
  - b. There was a discussion of previous board approval of the budget. **Superintendent Brown** explained that what the board approved were projections that were submitted to TEA. The actual budget will be presented to the board for approval at the February meeting
5. Bryan Dahlberg reviewed the proposed Design/Build contract with Butler Cohen. The board discussed a resolution authorizing the Superintendent to continue negotiation with Butler Cohen. The board directed Superintendent Brown to bring the final resolution to the board in the appropriate form to be voted on at the next meeting.
6. Don Crook reviewed the employee benefits package which includes:
  - a. Health – Blue Cross Blue Shield
  - b. Retirement
    - i. Plan to join TRS
    - ii. 403B Supplemental Plan
  - c. Vision and Dental through the Mid Texas Benefit Cooperative

**It was moved by Marques Mitchell and seconded by Frisbie that the board approve a resolution to authorizing an interlocal agreement to join the Mid Texas Benefit Cooperative. The motion passed by acclamation.**
7. **Superintendent Brown** presented the Employee Handbook for approval
  - a. **Kanwal Lopez** asked about the leave policy during our 1st year of operation.

## MINUTES

Superintendent Brown explained that for the 1st year the expanded leave policy would be addressed in the teacher's offer letters and contract rather than in the employee handbook.

b. Military leave will also be address in this manner.

**c. It was moved by George Pedraza and seconded by Lopez to approve the Employee Handbook. The motion passed by acclimation.**

8. **Superintendent Brown** presented Personnel Policies 4.1 – 4.4 for review and approval. **It was moved by Pedraza and seconded by Henrietta Muñoz to adopt Personnel Policies 4.1 – 4.4. The motion passed by acclimation.**

9. Facilities – Jennifer Barbeau

a. Proposed site is 7.5 acres with 410 frontage located south of East Houston and north of Lord Rd.

i. Site is zoned commercial

ii. A portion of the site is in the 100-year flood plain.

iii. We have submitted an offer, but it is on hold pending information from COSA and the seller on mitigation of the flood plain issue

b. There is a broker looking for back-up options for the site

c. The timeline is still on track for fall 2023 opening

d. Due diligence consultants are in place and ready to move as soon as the property purchase is closed.

e. The design process is moving forward with a kick-off meeting held mid-December

f. There was a programming meeting held last week and an updated layout for K-5 will be provided by the end of the week.

g. **Mitchell** asked about SWMBE participation. **Superintendent Brown** committed to including **Mitchell** in the next discussion of this topic

h. The goal is not to sign any contracts that financially obligate Essence before the land purchase is closed

i. Reminder that Highpoint fronts all cash for now and are reimbursed from bond proceeds.

10. There was no need for the legal briefing.

11. The meeting adjourned at 6:48 pm

## MINUTES

Prepared and Submitted by:



Jackie L. Gorman  
Board Secretary