

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

Date: March 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 March 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 5:35 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:

Jackie Butler
Matt Kerr
Allan Lindstrom
Erik Pavia
Alexandria Serra

Scott Adkins participated via teleconference.

Staff in Attendance: Emily Levario and Omar Yamar

Second Item of Business – Approval of Minutes. Approval of the Board's Minutes from the February 28, 2018 Regular Meeting was considered. Scott Adkins made a motion to approve the Minutes and Allan Lindstrom seconded the motion. Following a vote by the Board, the Minutes from the aforementioned meeting were approved unanimously.

Third Item of Business – EPLA Parent Forum. No parents were in attendance.

Fourth Item of Business – Finance.

School Finance Overview. Emily Levario, Chief Financial Officer, reviewed the February 2018 Financial Statements including an overview of the Foundation School Program (FSP), Tier I and Tier II Funding sources, the two major measures of Financial Health (Unrestricted Net Assets and Cash on Hand). The impact of student enrollment on FSP was also discussed. The February 2018 AP Check Register was also presented for Board examination.

Consideration and Approval of Budget Amendments. Budget Amendment 270135 transferring \$2,000 from Local Budget Offset to Staff/Teacher Development/Training to support CEO travel was

presented for approval. Jackie Butler moved approval of the amendment with the motion seconded by Alexandria Serra. The motion was approved unanimously by the Board.

It was suggested that the CEO investigate the acquisition of a credit card that includes Business Rewards benefits.

Fifth Item of Business

Consideration of Proposed Board Policy Series 400. Following discussion and recommendations for policy improvement, the following policies were approved:

- 400-020 – Admissions & Enrollment
- 400.040 – Attendance
- 400.060 – Family Educational Rights and Privacy Act (FERPA)
- 400.070 – Adoption of a Major Curriculum Initiative
- 400.080 – Required Instruction
- 400.090 – Bilingual/ESL Education Program
- 400.091 – Language Proficiency Assessment Committee (LPAC)

Additional Series 400 polices will be considered at the April 25, 2018 Board meeting.

Consideration of Joining the West Texas Food Services Cooperative. Omar Yanar and Emily Levario explained the benefits of joining the West Texas Food Service Cooperative. As a purchasing cooperative, EPLA will benefit in the participation of commodity processing which will provide greater fiscal savings.

Allan Lindstrom, moved and Alexandria Serra seconded a motion to join the West Texas Food Service Cooperative. The motion was approved unanimously.

Consideration of Moving from National School Lunch Program (NSLP) to Community Eligibility Provision (CEP). EPLA administration proposed that EPLA select the Community Eligibility Provision, a non-pricing meal service option for school districts in low-income areas to serve meals at no cost to all enrolled students without requiring household applications, rather than the current School Meals Program. Advantages include reduction of paperwork, free meals for all students without filing eligibility requirements, simplified meal counting and claims, and increased student participation and child nutrition.

Erik Pavia moved and Jackie Butler seconded a motion that EPLA enroll in the Community Eligibility Provision for the administration of the EPLA school meals program. The motion was approved unanimously.

Sixth Item of Business – CEO Report.

Student Recruitment Update. Mr. Yanar discussed the status of student recruitment. Thirty-five new applications have been received.

Summer Camp. As recommended by the Board Marketing Committee, plans are progressing for the development of a summer camp for current and potential female students. The camp would be administered by Latinitas El Paso. Board members indicated support for this project including covering any financial shortfall in registration receipts.

Facilities Update. Mr. Yanar indicated that no remodeling actions can be taken until the proposed design is completed by the architects.

Adjournment and Next Meeting. Jackie Butler moved and Alexandria Serra seconded the motion for adjournment which was passed unanimously by the Board. The Board adjourned at 7:07 pm.

The next meeting of the Board of Directors of the Company will be on April 25, 2018 at 5:30 pm at the El Paso Leadership Academy, 918 Texas Avenue, El Paso, Texas.


Allan Lindstrom, Secretary