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

**February 21, 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 on February 21, 2023 at 12:00 pm via Zoom Teleconference. Matt Kerr, President of the Board, served as its 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, Erin Coulehan, Allan Lindstrom, Justin Miranda and Manny Jemente.

**Staff in Attendance**: Omar Yamar, Arielle Bejar, Angel Torres¸ Diane Jones, and Jose Macias.

Others in Attendance: Kati Burke

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

**Third Item of Business: Approval of Minutes**. Approval of the minutes was tabled for consideration at the March regular board meeting.

**Fourth Item of Business: Recruitment**. Angel Torres reported that interest in the East Campus is growing. Current enrollment at the East Campus is 430 students which places total district enrollment over 600 students. He indicated that the lottery for 2023-2024 enrollment is scheduled for the current week.

**Fifth Item of Business: Finance**. Kati Burke, Charter School Success, presented the Financial Report which included updates regarding Charter First, federal programs, HR, PEIMS, monthly financials including budget to actual report and current balance sheet. Ms. Burke stated no Budget Amendments were needed at this time. She indicated that the audit report should be ready for Board review and approval by Friday, February 24, 2023.

**Sixth Item of Business: HR/Academics**.

Human Relations: Arielle Bejar, Human Relations/Operations Specialist, presented the updated EPLA 2023 Employee Handbook for approval. Approval had been tabled from the January meeting to seek clarification of an employment FMLA policy included in the Handbook. Ms. Bejar reported that the policy had been reviewed and clarified and was ready for approval. Justine Miranda moved to approve the updated 2022-2023 Employee Handbook. Soledad Bascoco seconded the motion. The motion was approved unanimously as follows: Bascoco - Yes, Mizdal - Yes, Coulehan – Yes , Lindstrom - Yes, Miranda – Yes, and Jemente – Yes.

Academics: The following three items were presented by Dianne Jones: Position

Transitions at EPLA, the EPLA Report Card, and status of the Significant Expansion

Grant.

Position Transitions at EPLA. Ms. Jones explained the steps taken to address the

handling of two unexpected high school teacher resignations to ensure that there

will be no gaps in student learning during the period that the District will be

filling the vacant positions.

EPLA Report Card. The Board was presented with an explanation of EPLA’s

performance as recorded on the 2022 School Report Card (SRC) issued by the Texas Education Agency. The SRC combines accountability ratings, data from the Texas Academic Performance Reports (TAPR), and financial information to give a general view of the District campuses.

Significant Expansion Grant. Ms. Jones announced that EPLA has received a

Significant Expansion Grant, a federal grant focusing on open enrollment charter

schools that meet certain expansion requirements between the beginning of the

school year and the middle of the school year. With the substantial enrollment

increase on the East Campus, EPLA became eligible to apply and was awarded

$192,301.

**Seventh Item of Business – CEO Report**. Omar Yanar, CEO, reported on the handling of a parent complaint.

Jose Macias, Director of Special Services, reported on the TEA safety audit that was conducted in September and the findings from that audit including the steps that EPLA has taken to correct safety concerns as well as assurance that EPLA is meeting all TEA reporting requirements. The East Campus was required to do a “Door Audit” to assure that all doors are in locked positions as required for student safety and that EPLA has submitted acknowledgement to TEA that the audit was completed, successful and reported to the Board.

Mr. Yanar also announced a need to schedule a Special Board Meeting on February 24, 2023 to receive the 2022 External Audit Report.

**Eighth Item of Business – Board Goals**. At an earlier Board meeting, each Board member had agreed to provide two EPLA goals that the member personally would like to see considered for mplementation. At this meeting, Board members reported their goal suggestions and Toni Mizdal recorded them and will prepare a summary for the March Board Meeting.

**Adjournment**. The Board was adjourned at 1:48 pm by a motion by Allan Lindstrom and a second by Toni Mizdal which was approved unanimously by the Board.

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Allan Lindstrom, Secretary