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## MEETING MINUTES

Notice is hereby given that the Board of Directors of YES Prep Public Schools will hold a regular meeting, open to the public, on **Thursday, November 16 at 7:30 AM**. The Board will convene in Open Session at 5455 South Loop East Freeway, Houston, TX 77033. It is the intent of the Board to have a quorum physically present at the above address. If a quorum of the Board is not physically present at the above address, it is the intent to have the presiding officer physically present at the above address. Other members of the Board may be participating via videoconference in compliance with the Texas Open Meetings Act (Tex. Gov't Code § 551.127(e)). Videoconferencing link provided upon request at [julie.nguyen@yesprep.org](mailto:julie.nguyen@yesprep.org). Members of the public may submit a request to comment on any agenda items(s) to [dana.foughty@yesprep.org](mailto:dana.foughty@yesprep.org) before or during consideration of the item.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting notice. Consent agenda items, if applicable, will be acted on at one time. If during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in an open meeting.

**YES Prep Board of Directors Present:** Mickey Barrett, Eric Calderon, Luly Castillo, Brian Colona, Michol Ecklund, Andrea Link, Jordan Marye, Melanie Trent

**YES Prep Staff Present:** Mark DiBella, Dana Foughty, Nella Garcia Urban, Phil Wright, Tony Munoz, Luis Mena, Carmen Darville, Cesar Cedillos, Julie Nguyen, Lucero Guerrero, Danika Palacios, Keith Weaver, Akeia King, Karina Lozoya, Aleece Lowe, Leigh Levine, Amanda Rawlings

- 1. Call to Order, quorum determined, meeting declared open at 9:30 a.m.**
- 2. Vote** to accept the results of the FY23 Financial Audit.  
**Motion: Michol Ecklund**  
**Second: Jordan Marye**  
**Unanimously approved at 9:30 a.m.**
- 3. Vote** to approve the FY24 Budget Amendment.  
**Motion: Melanie Trent**  
**Second: Jordan Marye**  
**Unanimously approved at 9:30 a.m.**
- 4. Vote** to approve Code of Ethics and Fiscal Stewardship policy update.  
**Motion: Melanie Trent**  
**Second: Jordan Marye**  
**Unanimously approved at 9:30 a.m.**

5. **Vote** to incorporate 20-plus-absences-per-semester criteria to trigger the student administrative withdrawal process due to excessive absences, effective immediately.

**Motion: Jordan Marye**

**Second: Melanie Trent**

**Unanimously approved at 9:31 a.m.**

6. **Consent agenda:**

1. **Vote** to adopt the chaplain policy in the corresponding resolution in accordance with Texas SB 763.
2. **Vote** to approve the minutes from the October 5, 2023 Board of Directors meeting.
3. **Vote** to approve the Expansion Amendment submission and corresponding resolution for two new elementary schools and increased enrollment
4. **Vote** to approve the School Year 2024-2025 YES Prep Academic Calendar.
5. **Vote** to approve the 2023-2024 Campus Improvement Plans
6. **Vote** to approve the FY24 Q1 Investment Certificate.
7. **Vote** to approve awarding a contract to ABC School Equipment Inc. dba Platinum Visual Systems for RFP#YESP2023-36 Multi-Campus Tackboards and Whiteboards.
8. **Vote** to approve awarding a contract to DIFFCO LLC for RFP#YESP2023-35 Southeast Secondary School Paving Lane Expansion project.
9. **Vote** to approve awarding a contract to Bevel Builders LLC for YESP2023-34 for East End Elementary, Gulfton Secondary and Southeast Secondary Schools Security Fencing project.
10. **Vote** to approve awarding a contract to G.A.M. Construction Inc for RFP#YESP2023-31 Southside Campus Storage, Multi-Campus Gym Divider Curtains, and North Central Secondary/ North Forest Secondary Schools Carpet Replacement projects.
11. **Vote** to approve awarding a contract to First Nonprofit Companies, Inc for RFP#YESP2023-30 Unemployment Insurance, UI Claims Management, Unemployment Compensation Program and UI and Employment Verification Services, and delegate authority to the CEO and his designees to negotiate, finalize, and execute the agreement(s), amendment(s), and renewal(s) through December 31, 2028.
12. **Vote** to approve a contract to Kirksey Architects, Inc. d/b/a Kirksey under the RFQ# YESP21-01 Architectural Design Services.
13. **Vote** to approve awarding a contract to ABM for facility engineers using 1GPA Contract #20-01PV-01 for 2023-2024 school year and delegate authority to the CEO and his designees to negotiate, finalize, and execute the agreement(s) and amendment(s).
14. **Vote** to approve awarding a contract to Way engineering for maintenance projects using BuyBoard Purchasing Cooperative Contract #631-20.
15. **Vote** to ratify historical contracts.

**Motion: Melanie Trent**

**Second: Jordan Marye**

**Unanimously approved at 9:31 a.m.**

**EXECUTIVE SESSION: Pursuant to TEXAS GOVERNMENT CODE §§551.071, 551.072, 551.074, and 551.076, the Board will deliberate, in accordance with the above statutes, real estate matters, security matters, and personnel matters.**

7. **Executive Session**

8. **Adjournment at 9:55 a.m.**

## WORKSHOP MINUTES

Notice is hereby given that the Board of Directors of YES Prep Public Schools will hold a regular meeting, open to the public, on **Thursday, November 16 at 7:30 AM**. The Board will convene in Open Session at 5455 South Loop East Freeway, Houston, TX 77033. It is the intent of the Board to have a quorum physically present at the above address. If a quorum of the Board is not physically present at the above address, it is the intent to have the presiding officer physically present at the above address. Other members of the Board may be participating via videoconference in compliance with the Texas Open Meetings Act (Tex. Gov't Code § 551.127(e)). Videoconferencing link provided upon request at [julie.nguyen@yesprep.org](mailto:julie.nguyen@yesprep.org). Members of the public may submit comments on any agenda items(s) to [dana.foughty@yesprep.org](mailto:dana.foughty@yesprep.org) before or during consideration of the item.

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**YES Prep Board of Directors Present:** Mickey Barrett, Eric Calderon, Luly Castillo, Brian Colona, Michol Ecklund, Andrea Link, Jordan Marye, Melanie Trent

**YES Prep Staff Present:** Mark DiBella, Dana Foughty, Nella Garcia Urban, Phil Wright, Tony Munoz, Luis Mena, Carmen Darville, Cesar Cedillos, Julie Nguyen, Lucero Guerrero, Danika Palacios, Keith Weaver, Akeia King, Karina Lozoya, Aleece Lowe, Leigh Levine, Amanda Rawlings

1. **Call to Order, quorum determined, workshop declared open 9:00 a.m.**
2. **Public Comment**
3. **Mission Moment: Legacy Community Health, UT Health, and YES Prep Panel**
  - Presented by Carmen Darville
  - Panelists: Meaghan Cowles, Kawana Coulon, Stephanie Ramirez
  - **Partners shared how their programming has supported YES Prep** students and families over the years. These partnerships further the YES Prep mission and continue to grow.
4. **Finance & Real Estate Report**
  - Presented by Luis Mena and Carmen Darville
  - **Fiscal Ethics Policy** provides language committing the Board to ethical fiscal behavior.
  - **YES Prep's TEA Charter FIRST Rating for FY23 is an A:** Superior Achievement at a score of 92
  - **FY23 Audit:** Audit was clean, no findings
  - **FY24 Budget Amendment:** biggest driver of amendment - lack of state rate certainty

- **Operating budget** is contingent on fundraising
- **FY25 Budget and ESSER:** Current focus for the next 7 months is how to reduce expenses while maintaining excellent programming and operations in FY25 and beyond.
- **Budget Season:** We will make labor assumptions then non-labor assumptions
- **Consideration** - invest more on staff who focus on enrollment
- **Real Estate:** 2 allocations identified and in process for current budget year

#### 5. External Affairs Report

- Presented by Nella Garcia Urban
- **Leading Houston Forward Luncheon** raised \$841,000, \$25,000 match and \$25,000 day-of
- **Poker Tournament** Goal: 2 million
- **Enrollment:** 4x growth in applications from last year at this time
- **Legislative Update:** TX is in 4<sup>th</sup> Special Session; Expect House bill to pass some time on 11/7

**Adjournment from workshop to meeting at 9:30 a.m.**



*Workshop and meeting minutes approved by Board secretary Luly Castillo*