

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 21, 2024, at 11:00 a.m.** 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 by emailing julie.nguyen@yesprep.org. Members of the public may submit a request to comment on any agenda items(s) to 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: Michol Ecklund, Ben Marshall, Chris Barbic, Brian Colona, Jordan Marye, Andrea Link, Mickey Barrett

YES Prep Staff Members Present: Mark DiBella, Luis Mena, Phil Wright, Dana Foughty, Tony Munoz, Julie Nguyen, Carmen Darville, Isy Castillo, Cesar Cedillos, Amanda Rawlings, Ireri Rebollar, Morgan Acevedo, Sarah Landsman, Leigh Levine,

1. **Call to Order, quorum determined, meeting declared open 12:58 p.m.**
2. **Business agenda:**
 1. **Vote** to accept the results of the FY24 Financial Audit
Motion: Ben Marshall
Second: Jordan Marye
Unanimously approved at: 12:58 p.m.
 2. **Vote** to approve the Board Resolution for the CSGF Startup Funding Loan.
Motion: Jordan Marye
Second: Chris Barbic
Unanimously approved at: 12:58 p.m.
 3. **Vote** to approve the intent to sell current Fifth Ward property assets.

Motion: Jordan Marye
Second: Andrea Link
Unanimously approved at: 12:58 p.m.

4. **Vote** to approve the intent to purchase land for the Fifth Ward Secondary rebuild and Fifth Ward Elementary campus.

Motion: Jordan Marye
Second: Chris Barbic
Unanimously approved at: 12:59 p.m.

5. **Vote** to approve updated Special Education Policies & Procedures and Operating Guidelines.

Motion: Jordan Marye
Second: Andrea Link
Unanimously approved at: 12:59 p.m.

3. Consent agenda:

1. **Vote** to approve meeting minutes from October 1, 2024, Board meeting.
2. **Vote** to approve meeting minutes from October 31, 2024, Board meeting.
3. **Vote** to approve awarding a contract to GO CAMPUSING INC for the annual Junior Spring Trip college tour program using TIPS COOP Contract #210602.
4. **Vote** to approve awarding contracts to Linbeck and Durotech for the FY25_Construction Manager at Risk RFQ.
5. **Vote** to approve awarding a contract to Tellepsen Services LLC for the RFP#YESP2024-28 BO, FW, GU & WE Toilet Partition Replacements.
6. **Vote** to approve awarding a contract to Tellepsen Services, LLC for the RFP#YESP2024-32 NCS, SWS, WS & WOS Gym floor replacement.
7. **Vote** to approve awarding a contract to Preferred Technologies, LLC for the RFP#YESP2024-29 Elementary ACS Cameras DMP.
8. **Vote** to approve awarding a contract to Preferred Technologies, LLC for the RFP#YESP2024-31 Multi-Campus Cameras and Access Control.
9. **Vote** to approve awarding a contract to Cactus Commercial Inc. for the RFP#YESP2024-30 WOS-Power Poles in Classrooms.
10. **Vote** to approve language for a standard reciprocal parking agreement (RPA).
11. **Vote** to approve a temporary authorization for the CEO to finalize contracts for the specified winter break construction projects, subject to retroactive Board approval in January.
12. **Vote** to approve pending contracts.

| Vendor | Description |
|--------------------------------|--|
| Levy Premium Foodservice, Inc. | Catering service agreement for 2024 Leading Houston Forward Luncheon |
| Austin College | IMPACT College Partnership MoU with Austin College from 2024-2027 |
| Houston Christian University | Data sharing & guaranteed admission MoU with Houston Christian University |
| University of Houston-Downtown | College work study agreement to hire students referred by UH Downtown who are eligible for the Texas or Federal Work Study Program to perform educationally related duties at YES Prep from 11/11/2024 – 5/30/2025 |

13. **Vote** to ratify executed contract agreements.

| Vendor | Description |
|---|--|
| Environmental Defense Fund, Inc. | Grant agreement for implementation of Environmental Youth Council programs at West Secondary 2024-2025 |
| Environmental Defense Fund, Inc. | Grant agreement for implementation of Environmental Youth Council programs at White Oak Secondary 2024-2025 |
| Sterling Associates | Proposal for funding campaign consulting for two months |
| University of Houston | Facility lease agreement for 2025 Senior Signing Day |
| Arabia Shriners | Reciprocal parking agreement for West Secondary between Arabia Shriners & YES Prep to offer more parking onsite |
| Charter School Growth Fund | NDA & data-sharing agreement of student data, testing data, and performance data from SY2023-2024 |
| E-Rate Central | E-Rate Central cybersecurity pilot program application assistance agreement |
| InRev, LLC | General indemnity agreement for a surety bond with McGriff |
| ProHealth Medical Staffing Services, Inc. | ProHealth Medical Staffing client agreement for SY2024-2025 |
| The Westin at The Woodlands | Facility use agreement for the C-Suite Winter Retreat to be held on December 12 – 13, 2024 |
| ESC Region 4 | Service agreement with Region 4 to provide an Effective Schools Framework (ESF) Diagnostic specialist to conduct a professional development session for staff in Fall 2024 |
| Girls Empowerment Network | Provide group sessions to middle and high school girls during SY24-25 at Southside Secondary to address positive coping skills, friendship making, and ways to reduce relational aggression. |

Motion: Jordan Marye

Second: Andrea Link

Unanimously approved at: 1:00 p.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.

4. Executive Session

5. Adjournment at 1:51 p.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 21, 2024, at 11:00 a.m.** 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 by emailing julie.nguyen@yesprep.org. Members of the public may submit comments on any agenda items(s) to dana.foughty@yesprep.org before or during consideration of the item.

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YES Prep Staff Members Present: Mark DiBella, Luis Mena, Phil Wright, Dana Foughty, Tony Munoz, Julie Nguyen, Carmen Darville, Isy Castillo, Cesar Cedillos, Amanda Rawlings, Ireri Rebollar, Morgan Acevedo, Sarah Landsman, Leigh Levine,

1. **Call to Order, quorum determined, workshop declared open 11:07 a.m.**
2. **Public Comment - None**
3. **Introduction of guests**
4. **Intruder Detection Audit Findings – Presented by Cesar Cedillos**
 - 32% (7/10) sites visited so far
 - Specific campus findings shared in Executive Session
5. **CEO Report – Presented by Mark DiBella**
 - HR Leader of the Year – Tony Munoz
 - CEO Goals – update on progress to CEO goals

- **Headlines:**
 - Academics – overall improvement from this time last year; YES Prep is cautiously optimistic
 - Power of YES - going well – have had a few meetings with key supporters to frame the strategic plan
 - YES Prep’s miss in enrollment creates a challenge to meet the FY25 budget, however, the Executive Team is taking action each quarter to pull back money. We will meet budget by the close of the fiscal year.
- **Fundraising meetings – questions/feedback/learnings:**
 - Rising Costs: 11 schools opened in LHF compared to 6 schools to open in Power of YES
 - Inflation – cost of building schools has more than doubled and we did not have to buy real estate before for at least half of the first 11 elementary schools that we opened
 - Supporters have questions about state accountability in general and in relation to YES Prep

6. Strategic Discussion: Student Safety and Discipline at YES Prep

- Jordan Marye – Chair of Safety & Security committee
 - State mandated committee to monitor and audit safety structures, processes, and procedures; committee is required to have specific community roles as a part of the roster
- **Three greatest threats**
 - **External Threats**
 - We get regular updates from the Safety & Security committee
 - We have a rigorous external threat process
 - We have police on campus at all times
 - All are fully commissioned police officers from different jurisdictions
 - What happens if there is a threat of student from their own campus bringing a weapon? (not external)
 - Leadership team member would do a student search
 - If weapon not found, business as usual
 - Escalate if weapon found
 - Largest day-to-day issue: keeping internal doors locked
 - It is an ongoing culture shift from even a decade ago when having your classroom door open for visitors and observations was the norm
 - Do we do drills and what have we learned?
 - We do many drills that range all types of threats
 - We’ve learned that each campus has nuances in building layout that require tailoring and training
 - Pleased w/drill results so far
 - Have we done a security/active shooter drill?
 - We’ve trained out and completed unification drills
 - We’ve completed active shooter drills. These drills have and can lead to business interruptions due to triggers and activations in a negative way.
 - Anytime we activate an active shooter drill we have to consider and plan for the traumatic affect it could have on students and staff; it requires additional counseling resources
 - **Self-Harm Threat**
 - We report out on this at the Safety Security committee meetings

- The last and only time YES Prep lost an enrolled student to suicide was 2008; the data shows it is a threat, and the data also shows that we have systems and personnel in place to address and mitigate this type of threat
- There are two licensed clinician student support counselors on each campus
 - YES Prep has a system for a student, family member, peer, staff member, etc., to submit a concern. That system triggers an appropriate follow-up led by the student support counselors
- At what point do we pull parents in?
 - Goal for a counselor is to assess and address an immediate threat. Follow-up with parents is the next step.
- **Threat to Others - Relational aggression**
 - Monitored at Program Committee meeting
 - YES Prep strives to find a median between extremely punitive and loose with no consequences; we've built our culture and discipline structures, including Thrive, to find this median with the goal to increase and maintain safety while continuing to serve all students
 - YES Prep adopted and is compliant with state discipline mandates
 - Trends we have seen:
 - Relational aggression and substance abuse are where we see most offenses
 - Substance abuse usually shows up as marijuana and vapes, less cigarettes
 - How do we get in front of it and prevent it?
 - We use tiers
 - Tier 1 – all students blanket approach w/strong classroom culture
 - Tier 2 and Tier 3 - small group of students – community partners depending on what the campus needs, social emotional learning
 - In alignment with Texas code in Chapter 37, there are differences in consequences depending on the offense
 - What preemptive things do we do with kids that are known to have behavior issues?
 - Programs where these students can connect with an adult on campus
 - We do this through response to intervention system that has a behavioral component
 - Our student support teams identify and create an intervention plan where the student is checked-in on
- **Thrive**
 - DAEP, alternative school program on the east side of town (transportation provided)
 - We are the only charter school in the state of Texas that has this program
 - Students are placed at Thrive through our disciplinary hearing process as a result of violating specific codes in the code of conduct
 - Thrive addresses behavioral and socioemotional gaps while keeping a focus on direct instruction to maintain academic growth during their placement at Thrive
 - No additional revenue is provided for these students; we pull a small percentage from each campus budget to fund this program
 - There are currently 45 seats available at Thrive and we'd like to grow to 60 seats
 - There are 3 full-time teachers and about 10 staff overall
 - Thrive Tour Summary:
 - Individual and group counseling

- Highly structured
- Clear limits, but balanced with love
- The structure of the Thrive school day minimizes opportunities for students to fail; the default is to create and run systems in which students succeed
- Morning routine:
 - "What do we need to know?" is asked first each morning
 - Announcement of what went well
 - Collective sense of pride
- Parents really buy into the program when they see the change in their students at home
- Thrive's Principal has done a great job investing on instruction
- Thrive teachers teaches multiple grade levels at once and then students apply skills on computer in their specific grade level
- Difficult to find talent for a place like Thrive – principal has done a great job identifying the ideal candidate profile and hiring accordingly
- Current staff is a mix of staff from YES Prep and external staff
- What is our policy around attendance – how many days can they miss before consequences – is it different in Thrive?
 - A student must attend Thrive for it to count towards their required days at Thrive
- Thrive demographics– more male than female; a similar trend is found in campus discipline data
- Thrive is for our students AND corrects the misconception that charters expel students who don't fit their mold; all districts expel students. We've created Thrive to restore students safely back into their school communities.

7. External Affairs Report – Presented by Isy Castillo

- **Luncheon**
 - Record 1.2 million dollars received in donations
 - For every dollar spent, we made 19 dollars
 - 5th graders on the panel resonated w/the audience
- **Post-election update**
 - Increased pro-charter majority
 - New-comers will need more information and support to build their charter context
- **89 Legislative Session**
 - Biggest Ask: Charter schools facilities funding – it is a set bucket of money so the more charters and charter seats there are in Texas, the less we receive.
 - We can use facility funding to supplant our current budget – would impact the amount of money we have to raise in Power of YES
 - These dollars convert directly back to the classroom
- **Advocacy – How the Board engages**
 - We will carve time out for this for the February Board meeting

8. Program Report – Presented by Phil Wright

- **Schools**
 - Overall, we've seen progress in academic results from this time last year
 - Greatest concern: Despite coaching of leaders – curriculum created is being facilitated less rigorously in the classroom; we must increase our academic expectations

- Seeing this in higher education as well

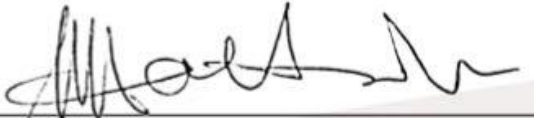
- **Staff Pulse Check**

- Staff Engagement and Intent to Return: Our data is similar to where we are at this time each year
- Secondary response was lower than what we want
- New school launches typically lowest intent to return; it is difficult to launch a new school

9. Finance and Real Estate Report – Presented by Luis Mena and Carmen Darville

- **FY24 Financial Audit and Charter First Rating:** We had a clean financial audit and earned another A-rating from the state of Texas; we will vote on these findings later in today's meeting.
- **CSGF Loan**
 - Bond required due to land purchases and construction
 - We will need to issue a bond in the summer of 2025 with a \$40mm line of credit extension in Spring 2025
 - CSGF offering 300K loan at 1%; we will vote on accepting this loan later in today's meeting.
- **System Enrollment up 6% but budget based on 9% growth (4 mil)**
 - What is our strategy to fill our schools?
 - Will do a deep dive on enrollment strategy in the spring
 - We are customizing strategies to specific neighborhoods
 - Are we at max capacity for high-demand schools?
 - Not always – there are multiple factors considered including building codes, capacity, programmatic impact, and staffing
 - Programmatic conflicts possible at max capacity
 - To adjust occupancy, many adjustments needed such as; parking spaces, bathrooms, exits, etc.
 - And YES Prep must weigh the literal cost of permitting with the eventual gain in adding x amount of seats
- **Real Estate**
 - YES Prep is no longer land-holding
 - Exploring a creative long-term solution for current and future Fifth Ward campuses
 - We have an inquiry out to determine if we will be taxed on land we'll be leasing back since real estate is not our core business

10. Workshop adjournment



Reviewed and approved by Board Secretary, Andrea Link