



# DEMOCRACY PREP

## AT THE STEWART CAMPUS

*Work Hard. Go to College. Change the World!*

### Democracy Prep Texas Board of Trustees Meeting

Tuesday, October 22, 2019  
1950 Rigsby Ave, San Antonio, TX 78210

#### Meeting Minutes

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	GUESTS
Ben Peavy (by video)		Virginia Silva (DPSC)
Denise Ojeda		Michelle Herrera (DPSC)
Jonathan Howard (by video)		Sandra Estrada Claflin (DPSC)
Dan Menelly		Linda Jones Easton (DPPS)(by phone)
Kent Anker		Collin Raymond (CSBM)
		Karen Daniels (CSBM)

Jonathan Howard, Board Chairperson for Democracy Prep Texas (DPT), called the meeting to order at 6:00 p.m CST.

#### Public Comments

Kent Anker, Board Secretary and Executive Vice President for DPPS, asked if there were any public comments. There were none.

Mr. Anker motioned to approve the Board minutes from September 25, 2019.

MOTION: Motion to approve Board meeting minutes from September 25, 2019.

*Motion passed unanimously.*

#### Network Update

Mr. Anker described DPSC's recent school review which will provide Ms. Silva support and feedback for DPSC to continue to improve, gave a status update on Attuned Partners strategic plan process for DPPS, informed the Board of recent Speech and Debate triumphs, and showed DPPS's first of ten videos to tell DPPS's story.

#### Finance Update

Collin Raymond, Senior Financial Manager of Charter School Business Management, presented a finance update. He informed the Board that the FY19 audit was near completion and described the process for review by SAISD (and possibly TEA) and the current numbers showed a small surplus for FY19 after SAISD had identified additional revenue. He then discussed the 1Q of FY20 numbers.

Ms. Daniels then asked the Board to approve the following resolutions to improve DPT's fiscal policies and procedures and bring it in compliance with best practices:

- 1) It is hereby RESOLVED that DPT would increase the bid threshold from \$1,000 to \$10,000;
- 2) It is hereby RESOLVED that DPT will change the required amount for two signatures from \$1,000 to \$10,000;
- 3) It is hereby RESOLVED that DPT will amend its fiscal policies and procedures as attached to allow for the use of bill.com.

The Board discussed the resolutions and received assurances that the new processes allowed for multiple approvals from the original procurement decision to the final purchase and would help the Board to receive more timely financial information. The Board asked that DPT make sure that all grant requirements and state laws were followed and requested an org chart for DPT and that the Board be provided the audit two weeks before the next meeting to allow for review.

After discussion, the Board approved the resolutions unanimously.

## **Leadership Updates**

Ms. Silva highlighted the school's progress and the increase in enrollment as well as retention of families, including the celebration for Hispanic Heritage Month, trunk or treat, and that attendance was at 94% but was 98% for that day.

The Board discussed fundraising and the need for more relationships with the community. Ideas from the board included reaching out to existing resources in the community such as food banks, Magic Theater, trips to the Doseum, the SAISD pumpkin patch, and Goodwill. Ms. Herrera requested support for reward trips including to Dave and Busters. Ms. Ojeda noted that the school should include families as well and rewards for the community as a whole.

Mr. Howard motioned to adjourn the meeting.

MOTION: Motion to adjourn the meeting.

*Motion approved unanimously at 7:32pm CST*