

**Amigos Por Vida-Friends for Life Public Charter School**

**An Amigos Por Vida-Friends for Life Housing and Education Corporation School**

**Regular Board Meeting  
(2/15/2019)**

**The Board of Governors of the Amigos Por Vida- Friends for Life Charter School met in Regular Meeting 2/19/19 at the school, 5503 El Camino Del Rey Street, Houston, TX 77081. The meeting notice was posted in accordance with Texas Open Meeting Act.**

**The following Board members were present:**

- Silvia Graves, President
- Rose Mary Valencia, Board Member
- Lydia Tamez, Secretary

**Also, present**

- Freddy Delgado, Principal/Superintendent
- Kakoli Mukerji, Assistant
- Bill Dinkel,, CFO
- Quyhn Tran, Business Manager
- Glenda Villatoro, PEIMS Coordinator
- Jaime Romero, Math & Science Instructional Specialist
- Karla Reyes, School Receptionist
- Lt. Fredirick House, Priority Security
- Mario Hernandez-7<sup>th</sup> & 8<sup>th</sup> Math Teacher
- Noelvis Lopez-5<sup>th</sup> Math and Science Teacher

**1. Call to Order**

Ms. Silvia Graves, Board President called the meeting at 7:00 PM

**2. Hearing of Citizens**

**Citizen #1**

Addressed the board in regards to have the graduation celebration outside of school. She stated that the students do not have enough time to celebrate with their families. Their request is to be able to do the celebration on Friday, May 24. The eighth grade committee has raised enough funds to be able to cover all the expenses. The board notified her that they would not be able to make a decision this evening. They would discuss and notify Mr. Delgado if that would be ok. The board's concern is the liability and the security of

the students. Mrs. Tamez asked Mr. Delgado if they would be able to accommodate the students with additional time for the celebration. Mr. Delgado stated yes that would be something administration would consider.

**Citizen #2**

Came before the Board Members in regards to Officer Larry no longer being at Amigos Por Vida. She stated that she did not understand why he had been let go so abruptly. Especially since he had been there so long. He knew all the kids and made sure they were always safe. She wanted to know if there was anything, they could do anything to bring him back. If he is not able to come if there is something, the school can do to celebrate the years that he has been at Amigos Por Vida.

**Citizen #3**

Lt. House Frederick-

Came before the Board members on behalf of Priority Security. He notified the board members that the officers' removal was the decision of the company and not the school. He stated that the laws were changing in regards to state requirements and certifications to work at public schools. He stated that there was a high need to hire two highly qualified officers in return for a veteran officer whom was needed somewhere else to do supervision. Officer Larry has been assigned at another location where he was able to provide supervision to various officers. In addition, the company could not take a chance as far as liability. The placement of the two officers Sgt. Zelaya and Officer Crow, were assigned to Amigos Por Vida because they hold all the state mandated certifications such as Active shooter, with that being said Lt. House provided some statistics regarding the response time for local authorities to appear on a site if there was an active shooter on a school site. The board members asked why they were not notified of his removal. Once again, he stated that it was a rapid decision Priority Security had to ensure the security of the school.

**3. School Updates**

**February Events-**

07-School health Advisor Council Quarterly Meeting  
09-Saturday Tutorials  
13-Breakfast with the Principal  
16-Career Day at George R. Brown Convention Center  
19-Board Meeting  
20-Professional Development Day (no school for students)  
21-Library Night  
22-Go Texan Day  
2/25-2/27-Mock STAAR –Interim Assessment  
27-Shared Decision Making Committee Meeting

**Upcoming Events-**

**March**

01-29 TELPAS

06-Breakfast with the Principal/PTO Meeting  
07-Multicultural Festival  
11-15 Spring Break  
20-Shared Decision Making Committee  
27-Early Dismissal Day  
27-STAAR Training for Teachers

**4. School Operations Updates**

Mr. Tran informed the Board Members of all the upgrades and safety measures the school had initiated towards having a safe school environment. All the glass doors have sealed with 3M film that is bulletproof and prevents it from being shattered. In addition, a buzzard has been installed at the front door. There is strict accessibility to enter the school. The front office personnel is able to control whom enters the building. The buzzard also an intercom that takes pictures and records who is entering the main entrance.

**Action Items:**

**5. Discuss and consider Board Minutes from 12/14/2018 & 1/22/2019**

Mrs. Valencia moved to approve the minutes for December 14, 2018 and January 22, 2019 Mrs. Tamez seconded.

**6. Discuss and consider Facility Use and Rental Policy**

Mr. Tran went over the Facility use and rental policy with the Board Members. Mrs. Graves stated that they wanted to see policy examples for the proposal. Their concern are what are the benefits and liabilities in renting out the school facilities. If it is something really worth implementing otherwise item should no longer be discussed and considered.

**7. Discuss, consider, and adopt APV-FFL bylaws**

Item was tabled to allow time for the board members to have a full day like a Saturday to go over the bylaws. Mr. Delgado will provide dates to the board members.

**8. Discuss and consider Board Policies as follows:**

- Module 100 - Financial Operations
- Module 200 - Charter School Governance
- Module 300 - Charter School Operations
- Module 400 – Students
- Module 500 - Open Government

Item was tabled to allow time to board members to have ample time to discuss and go over. Mr. Delgado notified them that he will notified them with various dates to set-up the meeting.

**9. Discuss and Consider 2019-2020 School Calendar**

Mrs. Valencia moved to approve, Mrs. Tamez seconded. The board moved to approve the 2019-20 School Calendar.

**10. Discuss and Consider Amendment to current admission policy**

Ms. Tamez moved to approve the amendment to current admission policy, Mrs. Valencia seconded.

**11. Discuss and Consider growth of Amigos Por Vida Public Charter School**

Administration presented a PowerPoint slide showing the strategic planning, market analysis and the six pillars model that APV-FFL has developed to show the need for the expansion. Mrs. Graves stated that they would not be able to consider and approve for the expansion because they need more time to look over financial models. Mr. Tran stated that models would be presented at the next board meeting.

**12. Closed Session (if necessary)**

There was no need for close session.

**Information Items:**

**13. Update of Open Positions**

Mr. Delgado notified the Board on the open positions. He stated that the school had an open position for an Assistant Principal. Although at the time, the school would be benefit more from having an instructional coach. Because the coach would be able to assist the teachers with mentoring and instructional guidance.

**14. Update on Special Education Department**

Mr. Delgado notified the board that currently there were 29 students enrolled in special education. Currently the school is serving 19 students with speech therapy and 3 students receiving occupational therapy services. In addition, eight students are receiving resource support in reading and math. One student, which is 60% of the time in a self-contained program. Mr. Delgado notified the board that the Special Education teacher has an assistant in which they split the schedule with to ensure they are in compliance and following the IEP for each student.

**15. Personnel Discussion**

• **Contract Personnel –**

Mrs. Mukerji spoke about the Monart contract art program and Octus program. She stated that the both programs have been beneficial to the school and are aligned with the TEKS

program. In addition, they also provide a robotics program with a teacher who has Robotics certification from Carnegie. The teacher is planning to develop a team to compete. As far as the art program, some of the students that entered the Houston Live Stock and Rodeo art competition were selected as “Best Show and Gold Ribbon”. The students have been exposed to diverse art techniques and technology. Therefore, the program has been a great asset to the school.

- **Teacher Certification Policy-**

Mr. Delgado notified the board members that all faculty is fully certified except for the band teacher. He stated that Mr. Morales was waiting to have all his certifications translated to he could get started with the process.

## 16. Student Enrollment/Recruitment

Mrs. Villatoro presented the Enrollment Update as of 2/19/19. In addition, she also spoke about the recruitment plan to be able to recruit students to enroll at APV-FFL. She stated that postcards were being made to hand out at different locations such as public libraries, neighborhood grocery stores, public parks, and surrounding apartment complexes.

<b>Enrollment as of 2/19/19</b>		<b>Special Education</b>	<b>January ADA %</b>
PK	63	3	96.65
Kinder	44	5	97.85
1 <sup>ST</sup>	49	5	98.30
2 <sup>ND</sup>	48	3	97.57
3 <sup>RD</sup>	45	3	98.52
4th	51	3	98.69
5th	49	1	98.30
6th	49	1	98.07
7th	49	3	96.15
8th	49	2	98.46
<b>Total</b>		<b>29</b>	<b>97.90%</b>

## 17. Financial update as of 1/31/2019

Mr. Dinkel provided the financial update as of January 31.

The Unrestricted and Temporarily Restricted funds. Month Ending Cash Balances-Trailing 18 months.

The Combined State & Federal Expenses Budgeted	\$5,630,653.00
Daily Expenses	\$15,426.00
Number of Days Reserve	202

Revenue	2018-19 Budget Approved 6/19/18	2018-19 Budget Of 1/31/19	Actual as of 1/31/19	Variance (under)/over budget
Total Budgeted Operating Revenue	5,289,879	2,204,662	2,144,696	(59,966)
Total Expenditures	4,885,108	2,087,376	1,875,402	(211,976)
Net Cash Flow	56,821	(16,025)	109,753	125,779

### Footnotes:

5800 Enrollment is approx. 3% below forecasts.

11) Positions budgeted, not filled: 1 6<sup>th</sup> grade position;MS Teacher moved to SpED, position not filled

21)Instructional Leadership-SpED contractor exceeding budgeted time frame & federal grant budget

23) Two open positions; Assistant; school secretary

51) Final charge, of \$40k for mold remediation is still in dispute.

71) Budget prepared using original amortization schedule which was amended after the jobs and tax cut act

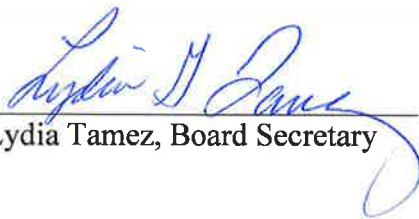
81) \$7K in school jacket resale costs not budgeted, plus \$3k resale costs for 8<sup>th</sup> grade week fundraisers not budgeted.

## 18. Adjourn

Meeting was adjourned at 9:15. Mrs. Valencia moved and Mrs. Tamez seconded.  
The next board meeting will be March 19, 2019 at 6:30 pm



Silvia Graves, Board President



Lydia Tamez, Board Secretary