

Amigos Por Vida – Friends for Life Public Charter School
An Amigos Por Vida – Friends for Life Housing and Education Corporation

Board Meeting Minutes

The Board of Governors of the Amigos Por Vida-Friends for Life Public Charter School met at the school at 5503 El Camino del Rey St., Houston TX, 77081 on Tuesday, November 18, 2025, at 5:30 p.m. In addition, a video Teams link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDA3MWIxYjATMjU3Ny00N2FmLThINDctMWExMTEzYjdMDNj%40thread.v2/0?context=%7b%22Tid%22%3a%22d323cab2-041d-4980-ba2b-817d8b207019%22%2c%22Oid%22%3a%22fcdfce1-f8b2-40f2-8db0-73d7e93a43cf%22%7d

It was presided over by the Board Member Ms. Rose Mary Valencia.

1. Call to Order

a. Ms. Rose Mary Valencia called the meeting to order at 5:44 p.m. The following individuals were present:

Michael Griswold – Board Member
Sandra Lopez – Board Member
Monica Capella – Board Member
Rose Mary Valencia – Board Member

Kakoli Mukerji – Interim Superintendent/Principal
Samuel Johnson – Director of Finance
Michael Roberson - Director of Operations
Jaime Romero - Assistant Principal
Juan Zamarron – IT
Maria Ramirez - Secretary

b. These individuals were present via Teams:

Linda Ibrahim – Board Member
APV Camera (Unverified) – IT Department
APV Technical Support – IT Department
Rashmi Vashistha – Instructional Coach
Noelvis Lopez – Instructional Coach

Mario Hernandez – Teacher
Iris Hernandez - Parent
Miqueas Zacarias - Parent
Norma - Parent
Maria - Parent
Maravilla - Parent

2. Hearing of Citizens:

a. None.

3. School Updates:

a. Ms. Mukerji presented updates for Family Engagement Activities

- Ms. Mukerji went over the December calendar and all events that will be happening for the

month.

b. Academic updates:

- Ms. Mukerji updated the board with that there is no academic updates at the time.

c. Business Office updates:

- Mr. Johnson communicated to the board members that Amigos Por Vida received a rating from Superior Achievement score of 100 from Charter First Financial Integrity.
- Mr. Roberson informed the board members that an FTE was added to the maintenance department. Mr. Pineda was hired as both maintenance/handyman person and assisting custodians.

d. Audit update:

- Mr. Johnson gave an update on the audit, that is ongoing at the moment. Mr. Jonhson has met with Eileen.
- Mr. Johnson informed the board when the Finance Committee presentation will be. No specific date is set now. Once known, Mr. Johnson will get in contact with Mr. Griswold and Ms. Ibrahim for availability to convene.

4. Action Items:

1. Discuss and consider October Board Meeting Minutes

- Ms. Ibrahim noted that the header on the document is difficult to understand, that it's the minutes.
- Ms. Lopez noticed that the numbering is off and needs to be corrected before approving minutes.
- Ms. Mukerji noticed that Mr. Griswold's last name is misspelled.
- Ms. Lopez motioned to approve the October Board Meeting Minutes once the corrections are made. Mr. Griswold seconded the motion.

2. Discuss and consider Renewing Bank Depository Contract

- Mr. Johnson presented to the board for consideration to renew banking relationship with BB&T bank for the upcoming year.
- Ms. Capella asked Mr. Johnson about the standing relationship between the school and the bank. To which Mr. Johnson let the board know that the contract has been for three years with no issues.

- Ms. Lopez motioned to approve the renewal, Ms. Capella seconded the motion.

3. Discuss and consider Commercial Insurance

- Mr. Johnson informed the board that the property insurance will have a \$65,000 increase from last year to this year. This is due to the area and now having to insure for the full year. It didn't have to be insured until Paradigm was completed last year.
- Mr. Johnson calculated that the premiums still went up by about \$15,000 overall. Which covers property, general liability, business, and automotive.
- Ms. Ibrahim requested Mr. Johnson to verify with the insurance representative if the coverage is akin to a DNO.
- Ms. Lopez motioned to approve the renewal, Mr. Griswold seconded the motion.

5. Closed Session:

- Ms. Valencia moved to Closed Session at 6:01 p.m.
- Ms. Valencia moved to Open Session at 8:04 p.m.

1. Personnel – Pursuant to TEC 551.074, deliberation of personal matters to include teachers, staff, Interim superintendent, and or superintendent

- Ms. Valencia stated that the board members were provided with an update regarding the Superintendent recruitment. No action is required at this time.

2. Survey Pursuant to TEC 551.074, for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public employee.

- Ms. Valencia informed us that the board discussed the results of the employee surveys. Leadership, full leadership is taking to address the comments. No action of the board was required.

6. Information Items:

Mr. Johnson presented the following financial updates

- a. Review Actual vs Budget Report
- b. Review Cash Balance Report
- c. Accounts & Investments Reports
- d. Review Check Register Report

- Ms. Lopez asked why there was less revenue for the month than was budgeted. Mr. Johnson indicated that it was because it's based on last year's daily attendance. It should even out and be more in line with the budget as we go throughout the year.
- Mr. Johnson informed the board that 1.9 million was moved into the investment account.
- Mr. Johnson communicated that the operating account has a minimum of \$45,000.

7. Adjourn

- Ms. Capella moved the meeting to be adjourned; Mr. Griswold second the motion to adjourn the meeting was agreed upon by the Board at 8:07 p.m.

Ms. Rose Mary Valencia, *Board President*

Ms. Sandra López, *Board Secretary*