



SCHOOL of EXCELLENCE
in EDUCATION

Board of Directors Regular Meeting
Tuesday, September 17, 2013 at 6:00pm
1826 Basse Road, San Antonio, Texas 78213
(Location 2nd Floor)

MINUTES

1. MEETING CALLED TO ORDER

A. Roll Call, Establishment of Quorum

- i. Board President opened the board meeting ta 6:15pm. Members in attendance were Mr. Martinez, Mr. Phillips, and Board President (Mr. Britton).

The following were also in attendance:

- | | |
|---------------------|-------------------------|
| 1. Lois Butler | 7. Franchot A. Richards |
| 2. Karl E. Knox | 8. Debbie Benton |
| 3. Dr. David Borrer | 9. Angel E. Perez |
| 4. Maritza Diegel | 10. Sheilda Madkins |
| 5. Alma Garza | 11. Deborah Maurer |
| 6. Eric Davis | |

- B. Pledge of Allegiance & “Our Creed”** were led by School of Excellence students.

2. OPENING PRAYER

- A. Member Mr. Phillips** led prayer.

3. CLOSED SESSION

- A. Board President** called for Closing Session first and adjourned at 6:20pm.

- i. Pursuant to Texas Government Code section 551.071, attorney consultation legal issues related to Facilities Use Policy and associated Use Agreement.
- ii. Pursuant to Texas Government Code section 551.071, attorney consultation legal issues related to the District’s 403(b) Retirement Plan.

4. RECONVENED

- A. Board President** called the meeting back into open session at 7:30pm.

5. ACKNOWLEDGE VISITORS TO BE HEARD

- A. Ms. Butler** stated that there have been a lot of good things going on this year, and she would like to state some of them so people will know because they go unnoticed.

- i. High school students are in uniform every day and going to class (not running around), vast improvement. Elementary schools are full and learning is going on and she is proud of them (she visits at least once a week).
- ii. Athletic program is off and running, two wins for the football team. Volley ball is not as well and had to start over.
- iii. Mrs. Madkins is doing an awesome job taking care of the high school. Dr. Matthews is there with a smile helping out.



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- iv. She hears a lot of negative, but there are some good things going on.

6. FINANCIAL REPORT – Mr. Knox

A. Monthly Financial Report – August 31, 2013

- i. General Fund/Food Service
 - 1. State Foundation \$842,000
 - 2. Misc \$87,000
 - 3. District Revenue Totals \$873,000
 - 4. Grant Revenue \$128,000
 - a. Total YTD Revenue \$12,686,000
- ii. Expenditures \$903,000
- iii. Depreciation \$36,000
- iv. Net Decrease for the month of \$67,083
- v. Total YTD \$96,301
 - 1. Mr. Knox explained that he hopes the number will not go too much lower, and it stays positive for the year.
- vi. Total Expenditures \$13,423,000
- vii. Mr. Knox noted that they are feeling good about the \$96,301 as the audited loss for last year was a \$1,125,000. They have been able to turn that around due to management decision, one being the TASBO report and brining Payroll in house and not have G&A Partners. Also, ending the contract with DOCumation (printers/copiers).
 - 1. With Mr. Cisnero’s help he did a lot of research of different vendors regarding DOCumation. It was in the best interest to buy the printers and have them maintenance.
- viii. Mr. Knox reminded that board that one thing TEA recommends to have two to three months of operating expenses in account balance, and they are not quite there.

B. Cash Flow Report – August 31, 2013

- i. Mr. Knox explained he wanted to streamline this particular report, but the board can ask about specific questions on particular line items.
- ii. General Fund
 - 1. Deposits \$945,000
 - 2. Withdrawals \$1,168,000
 - a. Net change for Month of August \$222,236
 - i. They spent more than they took in due to teachers returning.
 - 3. Beginning Balance \$1,502,000
 - 4. Ending Balance \$1,280,307
- iii. Food Service \$-\$17,000
- iv. Debit Card \$1,500
- v. TIF Fund \$761,000
- vi. Money Market \$79,000
 - 1. Total Cash \$2,105,879
- vii. Mr. Martinez asked what does the report mean, which Mr. Knox stated it was the funds the district had in the bank (not the budget).
- viii. Mr. Knox asked if anyone wanted to look at the detail schedule, which the board did not. Mr. Knox reminded them that they can always come up and visit with him.



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- ix. Mr. Knox noted that this is a new report he would like to present to the board with how the enrollment is running and how it is affecting the budget template.
 - 1. On the original budget 1410 (with deduction of ½ day Pre-K) totaling 1332 on the template as the District enrollment number, and 95.6% . Total 1273 ADA
 - 2. Yesterday, 1398 enrolled (without Pre-K) total 1311 that TEA will pay the District on. The ADA 97.19%.
 - 3. We have a difference of \$13,000 for the month of August.
- x. Board President commended Mr. Knox on the chart and Mr. Martinez add his admiration as well.

7. GOVERNANCE

A. District Enrollment/Attendance Report

- i. Dr. Matthews stated that there was no need for attendance as the same numbers were presented.
- ii. Ms. Benton agreed it is close unless they wanted to discuss the withdrawals, which Dr. Matthews noted they could move forward without it.

B. Discussion of services and refurbishing of buses in the Transportation department

- i. Mr. Richards explained that the bus system is not where he would like it to be. However, in order to move the fleet forward is to work on what they have, repair, and refurbish the buses.
- ii. They took three buses to be refurbished in Huntsville, TX for \$23,000. When they take the buses to Huntsville they take care of everything (i.e. body work, rust, metal work, framing, etc.). The District cannot take a bus to do one thing because they will not do the work.
 - 1. Mr. Richards stated he felt they did an excellent job on the bus. One particular floor had rotting, and they replaced it all.
- iii. Moving forward, depending on enrollment that will determine how they move forward in upgrading the fleet.
- iv. Mr. Richards went over a meeting he had with Mr. Martinez and Mr. Phillips, and one area to help cost and daily routes to cut cost.
 - 1. He let the board know the chart that Mr. Knox presented is important due to it being what they try to do from the Transportation perspective.
- v. Mr. Richards noted it takes \$458,000 to run the Transportation Dept., which is fixed into the budget regardless of the number of kids they transport.
 - 1. After the meeting he went back and did a quick study and wanted to share some numbers with them to show them how any adjustment might cause the District to lose kids. The ends will not justify the means.
 - 2. The number of routes ran are 16 and the average student is 35 on each route, and to multiple that you are totaling 560 students are brought to school.
 - a. With the ADA 443 students, which leaves 543.2. With \$5,500 per year per student that gives him \$2,987,600 that he is bringing to the school.



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- b. His budget is \$458,000 and the State reimbursed Transportation \$202-203,000. The net cost is about \$250,000.
3. For every student they chooses not to attend due to transportation, it would cost \$5,500 and it would affect the number that Mr. Knox just put up.
 - a. Mr. Richards noted that they are caught in a situation wherein Transportation makes a difference. SEE is one of few charter schools that provide transportation.
 - b. Based on the staff and the equipment Mr. Richards feels they have done a great job in providing the students with transportation.
4. They will continue to measure the distance from base to each location. However, he did caution the board that when he makes a decision to pick up students. He measures the distance on the nearest bus.
- vi. They are going to do a better job of cataloging what they do with a visual or data so the board has a better understanding of what they are trying to do.
- vii. Mr. Richards noted that there are parents that are on the fence with their decision because of transportation. Some don't have the money for fuel to transport the students.
- viii. Board Secretary stated that the School of Excellence has always wanted to stand out among other schools, and that's why they have transportation.
 1. Some of our parents have no have transportation, and we have always said that we will be a school that will serve the community.
 2. She is proud that Mr. Richards has been able to narrow down from 22 to 16. However, this is a selling piece for the school as others school argued the same point in having transportation.
- ix. Mr. Martinez noted that there is only so much money that the District is going to get. You only get paid a certain amount, but we are making it. We are managing properly, but our thrust as a board is to educate kids, but not transport them.
 1. We are not authorized to spend money because they live 25 miles away, as there are schools over on their end.
 2. We are supposed to be an exceptional school system and kids are supposed to want to come here because we provide a better setting and better way of educating them.
 3. We do have to look at the way we are spending our money. People can go where they can be transported by the school. There is no such guarantee that we have transportation.
 4. Some of these charter schools are using those funds on education, and we have to realize the function is.
 5. We are doing like regular districts, where we want to do everything, and we are losing.
- x. Mr. Phillips added that he has seen Mr. Richards' cooperation in his changes and ways to efficiently utilizing the buses to ensure we are spending the funds wisely. He did commend him on looking at changes and things that he plans to implement.



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8. CONSIDERATION OF ACTION ITEMS

- A.** Consideration and take possible action to approve the Facility Rental Contract/User Agreement Policy.
 - i. Board President noted that the board that the item was to be tabled.
- B.** Consider and take possible action to approve and adopt a Policy for use of District Facilities and associated Use Agreement and authorizing the Superintendent or his designee to publish the final policy and forms on the District's website for public use.
 - i. Board President noted that the board that the item was to be tabled.
- C.** Consider and take possible action to approve a contract with National Benefit Services, L.L.C., for Third-Party Administration and Compliance Services for the District's 403(b) Retirement Plan.
 - i. Mr. Martinez made the motion to approve a contract with National Benefit Services, L.L.C., for Third-Party Administration and Compliance Services for the District's 403(b) Retirement Plan. Board Secretary seconded the motion. President Britton read the motion and called for a vote. All favored (Ayes) and motion approved.

9. CONSIDERATION/APPROVAL OF CONSENT ITEMS

- A.** Consideration and take possible action to approve the minutes for August 20, 2013 District Board Meeting.
 - i. Board Secretary moved to approve the minutes for August 20, 2013 District Board Meeting. Mr. Phillips seconded the motion. President Britton read the motion and called for a vote. All favored (Ayes) and motion approved.

10. CLOSING PRAYER AND ADJOURNMENT

- A.** Board President asked if there was any other business and there were none. Board President called to close the board meeting at 8:10pm, and Board Secretary closed in prayer. Meeting adjourned.

Board Approved: October 8, 2013
