

Amigos Por Vida – Friends for Life Public Charter School

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

Regular Board Meeting

Board of Governors

02/27/2018

The Board of Governors of the Amigos Por Vida – Friends for Life Charter School (“School”) met in a Regular meeting 02/27/2018 at the school, 5503 El Camino Del Rey Street, Houston, Texas 77081. The meeting notice was posted in accordance with the Texas Open Meeting Act.

The Following Board Members were present:

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

Also present were:

- Freddy Delgado, Principal/Superintendent
- Bill Dinkel, Chief Financial Officer
- Kakoli Mukerji, Assistant Principal
- Jessica Hernandez, Administrative Assistant
- Rosa Portillo- Ambassador Employee
- Maria Mendez- Ambassador Employee
- Hilberto Castillo- Ambassador Operations Manager
- Jason Phipps- Ambassador Representative
- Alex Melgas- Ambassador Representative
- Joseph Zillner- Ambassador Director of Operations

1. Call to Order

This Board Meeting was called to order at 6:53 p.m., by Ms. Graves.

2. Hearing of Citizens

Mr. Joseph Zillner, Director of Operations for Ambassador Cleaning Services ~~took the stand and~~ stated that he was here because he was informed about some things that had come up in the last Board Meeting. He felt the need to come to address the situation and is available for any questions needed to be answered for the Board members. Ms. Graves thanked him, and

said that there might be some questions, that the Board may need answered. Ms. Valencia motioned we move to Action Item number 8, because all the citizens present were from Ambassador and were all here for a solution on that topic. Ms. Tamez seconded. Motion passed.

3. School Updates

School Updates were tabled for the next meeting scheduled for Thursday, March 22, 2018. Ms. Valencia moved to table, Ms. Tamez seconded. All were in favor. Item Tabled.

Action Items:

4. Discuss and consider Board Minutes from 01/23/2018

Ms. Valencia motion to table this until our next Board meeting. Ms. Tamez seconded, all were in favor. Item Tabled.

5. Discuss and consider School Calendar for 2018-2019

School Calendar for 2018-2019 was tabled for the next Board Meeting. Ms. Valencia moved to table, Ms. Tamez seconded. All were in favor. Item Tabled.

6. Discuss and consider Incentive Pay

Ms. Mukerji started by stating that the incentive plan was divided into 2 grade levels. Pre-k3 to 2nd grade and then 3rd through 8th grade. Multiple criterias must be met in order to receive the incentive pay. She went on to explain that we have purchased a STAAR reading and math program for the students in Pre-k3 through 2nd grade. If all criterias are met, the teacher will receive \$1000. Ms. Graves asked if being in the 50% nationally, was average. Ms. Mukerji replied that this was above average, meaning the class would have to exceed 50% of the passing grades. They will not only have to pass it, but they will have to score well in order to receive this. Ms. Graves then asked if teachers' whose class gets in the 50% and the teachers whose class score in the 95%, still get the same amount of incentive pay? Mr. Delgado and Ms. Mukerji both answered yes. Ms. Mukerji added that 90% of the class must pass with above average scores in order for the incentive plan to work. Mr. Delgado let the Board members know that the tests given were very grade appropriate. Ms. Mukerji explained that kinder through 2nd grade will be taking the Standford and Aprenda test. Standford is in English, while Aprenda is in Spanish. They are expected to score at a 65% above average. She went on

that they do all the background checks and interview, it will cost the school 20% of the annual salary, they will give them 90 days' probation. She also confirmed that they only send us very qualified people. She believes that this is the most reliable source, through an agency. Mr. Dinkel agreed that this is an option, and the school will consider it. Ms. Graves assured they are very inexpensive. Ms. Tamez reassured Mr. Dinkel that they are here to support him with whichever direction we choose to go. Ms. Valencia asked to review the issues with the new cleaning company: Ambassador. Ms. Valencia requested a closed session.

After closed session: The Board came back and re-instated the impact of janitorial services contract. Ms. Graves stated that the Board has decided they want to bring back both the employees (Maria Mendez and Rosa Portillo) into APV. She went on to say that Ambassador is to review the contract and release them. This contract is to be done by March 8, and their 30 days leave notice will go into place. Meaning the ladies are to return to APV by April 8. Ms. Tamez motioned to authorize Mr. Delgado to modify the contract with Ambassador, and to reduce the contract with Ambassador, and with returning employees, salary plus 3% plus local benefit. Ms. Valencia seconded. Motion passed. Details to be discussed are: equipment, where will ours be and where will theirs be stored? Little details that have to be worked out with the company and the employees. Ms. Valencia assured Ambassador's representatives that we are pleased with the company, and that we have no complaints of mistreated employees.

9. Closed session

Ms. Graves, Ms. Tamez and Ms. Valencia, along with Mr. Dinkel went into a closed session at 7:03 p.m. As time progressed, the Board called the representatives and the employees for this new company into a closed session with them as well. Closed session ended at 8:29 p.m.

Information Items:

10. Tax Cut and Jobs Act

Ms. Valencia motion to table this until our next Board meeting. Ms. Tamez seconded, all were in favor. Item Tabled.

11. Financial update as of 1/31/2018

Ms. Valencia motion to table this until our next Board meeting. Ms. Tamez seconded, all were in favor. Item Tabled.

to explain that 3rd through 8th grade are measured by the STAAR tests. They are to pass with at least 50% above next grade level. Ms. Graves added that when we set higher standards, and students do well, the teachers feel proud; we want the students to do well, because we know they are capable. Ms. Mukerji reassured that our standards were high. Mr. Delgado went on to inform the Board that this year we have also added the SPED teacher to the incentive pay. This is because we have some of our students who scored low, and since then have been separated and have been preparing harder. SPED has been able to be incorporated as well, and we will look at their scores as well as the growth factor for the students in her class. We have many newcomers that do not speak any English. Ms. Graves agreed, and though it was very fair to include the teacher into the incentive plan. Ms. Valencia motioned to adopt the incentive pay. Ms. Tamez seconded. All were in favor, motion passed.

7. Discuss and consider Board Policy and Procedures governing the Child Nutrition Program

Mr. Dinkel started by stating that this year we have a new requirement. Previously, we had grants that were done manually. In the child nutrition program, there are many competitive bids, but the threshold remains unchanged. Currently we have a caterer that we hired, but we have had many competitive proposals. Mr. Dinkel stated that there were things that are more specific for child nutrition's, commodity, foods. He stated that since we don't prepare our own foods here, this doesn't apply to us. He went on to explain the criteria and what will be used. He explained that we are currently at our \$50,000 mark, and we go for competitive sales bid. Product evaluation procedures, defines what emergency purchasers are. There are informal methods and formal methods. Informal methods are considered micro purchases, which are small and for those the threshold is at 50,000, that's where we don't have to go out for sales bids. We are currently looking for at least 3 competitive bidders. Ms. Graves agreed and said "as we should be". Ms. Valencia concluded that there are not really any major changes from the previous one. Mr. Dinkel agreed. Ms. Valencia motioned to adopt the child nutrition program. Ms. Tamez seconded. All were in favor. Motion passed.

8. Discuss and consider the impact of janitorial services contracts

Mr. Dinkel started by informing the Board members that Mr. Salazar resigned and is no longer with us as of February 14, 2018. His reasons were personal issues; he travels long distance because his family is in San Antonio. Mr. Salazar's mother passed a few months ago, which also played a part in his departure. Mr. Dinkel stated that we have not yet started searching for anyone. Ms. Graves suggests to hire a company that finds someone for APV. She added

12. Adjourn

Ms. Valencia moved to adjourn. Ms. Tamez seconded, all were in favor. Meeting was adjourned at 9:01 p.m. Our next meeting is scheduled for Thursday, March 22, 2018.

Silvia Graves, Board President

Lydia Tamez, Board Secretary