



BOARD MEETING

MINUTES

MEETING 1/31/2022 5:00PM

Present: Brett Parrott, President
Shubham Pandey, Superintendent
Victoria White, Board Member
Brian Hogan, Board Member
Bubba Finnell, Jr., Board Member
Sonya Gracy, HR
Betty Hastings, Principal Royse City
Mrs. Tonya Haddox, Principal Mesquite Oats

I. Meeting called to order at 5:00pm

1. Ms. Hastings volunteered to take minutes for the meeting.

II. Approval of last Board Meeting minutes. By the board

1. Motion to approve the minutes, “I will first” by Victoria White, and “I will second” by Brian Hogan, each board member unanimously voted “I” to pass the minutes

III. Executive Session Superintendent

IV. Discussion Items

1. **NEW BOARD MEMBERS:** Mrs. Tehrani would like to join the board and has met the board members as well. She brings a lot of experience to the table. Mrs. Tehrani was the coach for our PTECH program for two years. Our starting years. She is well connected with other T-Stem rotations as well as PTECH rotations. She would defiantly be a good fit. She is not with us today she is traveling till February 9. If we add her at this time she should be able to serve on the board at our next board meeting. Mr. Parrot, “Can I get a motion” Brian Hogan gave the first motion and Vicki White gave the second motion. All board members unanimously gave an “I”. Mansoureh Tehrani is the newest board member.

2. **BOARD SCHOLARSHIP** -Mr. Parrott- Progress isn't going anywhere right now. Mr. Parrott has had mixed emotions about moving this forward. He said, "He is a little confused about how we can work with the schools on this. I think one of the things we need to do. Is not promote this as a PTAA Scholarship but to change but to call it a Board Scholarship. The PTAA program, I think in some ways limits some students from applying for a scholarship like this and they may be as qualified if not even more qualified. They can still have an associate's degree but it's just not through the PTECH program. I think from a campus stand point that would be the best approach. I think we have three graduating classes graduating this year, correct?" Mr. Pandey, "Yes, Sir." Mr. Parrott, "We basically have three campuses we would love to get them participation in a scholarship program. I think the first request would be; find out what qualifications they would expect from a program like this then we put it into an application. Students that are interested in applying for this. We select that candidate almost before we start trying to get funding. I think that way we can leverage all participation just guided to that one candidate. Those are my thoughts." Vicki White, "I know last year some of us were surprised with some of the scholarships that the students had already received. We had changed our mind on the candidate we chose last year, if we had known he had received such a large scholarship. The only reason I am asking is we are wanting to do this not only to give them a pat on the back and they did a great job. To give them a little bit of a helping hand." Mr. Parrott, "They should have told us. The administration should have told us, as well as the family should have told us. I think we would have rethought the amount the money. There was a very qualifying candidate graduate in Mesquite that we could have helped out by splitting it, something along those lines. However, he was the only PTAA PTECH associate graduate, we labeled PTAA graduate. We might want to rethink this \$42,000 scholarship and share it with another candidate. Oh by the way, Collin came to speak at both Greenville and Mesquite and it was very impressive and very well received. Particularly in Greenville. He talked about receiving a scholarship and what he had to do. Collins talk about his life and what he is doing. We need to also have a fair playing field with the different campuses when we are trying to work with these community colleges for an associate's degree. Are we working as a unit or is each campus doing their own thing?" "We typically used to work as a unit, because it is easier for us to provide the same programs, according to Mr. Pandey. Mr. Pandey, did say, "Collins Community College last year said Greenville is too far for them to serve and they didn't feel comfortable in students driving an hour to get the Greenville and back. We went with a local school Parish Community College which ties us with Texas A&M. Prior to that it was one community college serving all campuses." Mr. Parrott, "The Community Colleges are limiting these different curriculums. We are limited to all campuses we have a least one or two avenues is that right? Mr. Pandey, "Yes, that is correct. There is a software package, the pre-med and pre-

dental turned to core subjects that are outside PTECH. Which means they are no longer under PTECH pathways anymore.” Parrott, “I think that we are going to find that there will be those who want to do just a PTECH pathway and others who want to do a different pathway. I think it would be best if we just have a Board scholarship. The issue I have is not going out collect funds. I want to know how the campuses will work with us. For example, if Mesquite has the best candidate why would Greenville want to help fund that scholarship. We could have three winners and get them involved, collect as much money as we can, and whatever each campus collect will go towards their scholarship. Like I said, I am somewhat discouraged in getting the participation out of the schools.” Mr. Pandey, “The campus money raised should not be part of the Board scholarship fund. They should decide themselves how to pick a candidate internally and give them the funds. If the PTO from Mesquite, is trying to do something from the school side, then let them do it. For the Boards scholarship I think we should reach outside our current community of school members that are not PTAA associated at all. Letting them know this is what we are trying to raise money for and the reason why. That way the board can award it to any campus and student they would like. I don’t think expecting the principals and the PTO’s to help would be beneficial because they have their own bylaws of stuff they are trying to raise money for. Let them raise money on their campuses.” Mr. Parrott, “We would make up an application, what is expected, then we will decide who the winner is, and raise funds for it.” Does that sound fair?” Mr. Pandey, “Bubba what are your thoughts because you have experience in raising funds for something like this?” Bubba, “That there is one “Marshall Blake Scholarship fund” they have to write an essay, explaining why they need the money, how are they going to use the money, something about themselves, and it’s been going on since about 2008. They do one for Rockwall and one for Health. I do think we need to have a form like that, a scholarship committee that will go through those, and helps pick the right candidate. This way we don’t get one that doesn’t qualify. I also think they should be interviewed by the committee and have a one on one meeting. The candidate sends the letter, they come out for an interview, they look at the candidates they have interviewed and make a decision from there.” Mr. Pandey, “Is it possible for Geraldette to come to our next board meeting, help us walk through the processes.” Bubba, “Yes.” Sonya, “You know in Greenville that campus itself they create that scholarship. They call it “The Founder Scholarship” It is based on criteria where students have to write essays, they have to go all four years of high school with PTAA. I know Greenville is going to continue that scholarship. They raised money from within the campus. That is where they feel they compete because they raise money for this scholarship and then they are asked to raise money for the Board Scholarship.” Mr. Parrott, “Maybe I didn’t explain it right, but it will be for any of our campuses, who is a PTAA student that meets the qualifications, fills out the application, you could go out and explain to potential contributors, here’s what we are

doing, we don't know who it is yet, we hope you participate in our board scholarship." Sonya, "I think if we could reach out to all of our PTECH members. Like Sharp and the ones that are partnering with our kids. To me I think those would be the ones that would want to partner with us. Innovation First, Henry and Suggs Inc., are doing something with Greenville this year. Someone like IBM, Microsoft who are doing so much with us." Mr. Pandey, "I think it needs to be board level and not campus level." Mr. Parrot, "Board, I will ask you all to do this, your thoughts; What the qualifications should be for the winner, we will start working on an application, the content that would be required to have a program like this, tell me what you guys think, grades, community support, what kind of services are they involved in, do they have a job, those are some ideas that might help us lead to a good candidate. Just put some things down, email me, and I will start working on this now."

3. **COVID UPDATE** – Sonya, we have had to close two of our campuses. Greenville shut down first for a Thursday and Friday. Royse City shut down on a Thursday and Friday the following week. We do have enough minutes built in our calendar right now to cover those two days. I feel the first semester of school we were really good. Our attendance rates have been pretty decent. In January it was tough and we weren't the only campus. I know in Hunt County, where Greenville sits a lot of school were shut down around them. Not as many in the Dallas Ft. Worth area. Plano had a school that had to shut down. We are submitting every Friday health reports to the Health Department. The rates are slowing down. At one time Oats campus had 130 students out. Some having to do with COVID or isolation. We did not have to shut that campus down. We are back on the right track and attendance rates are coming back up.
4. **WAIVERS** – Sonya -We don't have to have a waiver right this minute. I believe if any of these campuses have to shut down again we will have to have a waiver. I am asking the board is it ok to give Mr. Pandey, Superintendent, permission for us to do a waiver. I do know the board has to approve those waivers. Mr. Pandey, "Are you asking for delectations of duties if we need to apply for a waiver." "Yes I would"
5. **CONSTRUCTION** – Pandey - The only big construction left at is point is Greenville Education Building. We should be very close to finishing 95 to 99 percent by end of March. The big piece that is pending is the elevator that needs to be installed. The equipment is not coming till March 14. That will be the last piece we will be working on. There is no reason why we should not have everything down by the end of March including inspections. It would be a good idea to host an event in April for the community. Talking to the principals they do not have any intentions in moving to the new building this school year. They do not want to disrupt anything for a few months before the school ends. This will allow them to get planning, move things during the summer, and start setting things up. Mr. Parrot, "Any luck in getting rid of the portables?" Mr. Pandey, "Our contract shows we have the portables till the end of May. The only two places that the portables will be

left is Mesquite Beltline a four classroom portable and Royse City an eight room classroom portable.

6. **ENROLLMENT UPDATE – Sonya** - We have about 2200 students enrolled right now. We started open enrollment mid-December, thru January 31. At the next board meeting I can truly give a better update on our numbers. Today is the last day for open enrollment. Mr. Pandey, “We are going through the pre-enrollment process where everyone only fills out one page. We will have a couple of campuses with a waiting lists next year. Today by midnight open enrollment is over. Tomorrow we begin to find out which grades are wait listed. Any grade that are not on a wait listed will be first come first serve by tomorrow. We are getting about 5 to 10 applications a day. The process has been going on for about 45 days. A staff member is updating the spreadsheet on a daily basis. We should be able to send out that spreadsheet to Ms. Gracy and the other principals as early as tomorrow.”
7. **BUDGET** – The board was shown the budget page. This is our initial budget. We will be working on the budget two to three times before the school year starts. This is running on about 3000 students from next year. The two biggest expenditures for next year are instructions and leases of buildings. After this year you will notice that the leases of building will keep going down. This will be our first year where construction will be completed on three big campuses. We do have two constructions that need to happen on two of our elementary campuses. However, this will not add too much to the lease payments. Our capacity right now is 5500 students to 6000 students. We are budgeting around 3000 students and we can double our capacity. The operation lease cost will basically be cut into half. This will be our last big year having the big lease payments connected to that. Basically you want to see the least payments 18 to 20 percent of your total revenue coming in. Right now we are close to 30 to 32 percent. Like I just explained we have just finished our construction so moving forward it should keep adjusting. We have a health budget planned for next year. We have seen our instruction cost go up. We feel that will be the big impact for us again this year. As long as our enrollment comes in line we should be able to have some net available to us to adjust more instruction cost if needed. What I am going to do is take the line item 51 and explain what the 7,400,000 is made up of and how to read it. Mr. Parrott, “81 fundraising” Mr. Pandey, “We used the fundraising to what we called the local revenue. Our local revenue is very less \$15,000 and this is one that will swell up. We always under count it. We buy our own uniforms and we sell them to raise money. We don’t do a lot of fundraising like a traditional school does. Although Ms. Haddox, is working on multiple programs this year. Our fundraising has come in from local events things like that or merchandise we have sold. We do not estimate a local higher revenue then when we started. Typically, we have had \$200,000 to \$120,000 by the end of the year due to fundraising amount. Sonya, “There, is a fundraising going on in Greenville. They are building a playground. They are using local fund to help build it and outside sources of

fundraising. You need to raise \$145,000 not sure how close we are going to get to that. It all depends how much we collect from Greenville.” Mr. Pandey, “We might have to divide this into three pieces of \$45,000 each. The last piece being the bigger one. If we raise a certain amount, we can use that to start part one of the playground.” Sonya, “They have just started one of the fundraisers, not sure where we are at on it since we just started. They have raised about \$7,000 to date from a fall festival event. They have a few others in the works.”

LINE ITEM 51: Mr. Pandey, Let’s break down line item 51; This year I did it a little different, because this amount is swelling and I wanted to explain where the future amount of this is. First: North Dallas lease we have a qualified bond through the Tortoise Bank for that campus. Our monthly \$190,000 a month and payments are being made to the Tortoise Bank. There is a smaller sellers note from the Shelton school that is attached, \$7,000 every quarter. The Oats and Fate campuses are both with Hamlin Bond and they both have a payment of \$309, 779 a month. That should not change for about 30year. In three years we have a chance to refinance. We should be able to refinance these notes into one payment. Greenville is currently with Hamlin but we have to finish construction before it kicks in. Right now it is set up at \$50,000 a month. This will eventually combine with Oats and Fate campus. Next year all three campuses Oats, Fate, and Greenville will combine into one payment. The next two are the critical ones because they were our private school turned into elementary campuses. Based on our square footage they are paying \$32,000 and \$29,000 a month. They both need more construction with that Royse City needs, a gym and some additional classrooms, Beltline needs small building of two story classrooms. In our next round of bond when we take these two buildings out because we can use that financing to fund these two campuses and add what is needed for construction purposes. That will basically move all our campuses into bond financing. It might as be good time to refinance Tortoise and Hamlin and the construction combine into one and get a good interest rate. Right now our interest rate is 5% with Hamlin and 7% with Tortoise. I think we might be able to combine these 6 campuses together and get a 4% rate. The portable leases will stay until we are able to refinance. Beltline is good with the numbers to qualify for construction. Royse City needs to work on the numbers, I think by next year they should qualify as well. As long as we keep up dating our numbers we should be good with the lease ratios. It has been a lot of hard work that it is starting to pay off. Vicki, “The call date for the Hamlin Bond is it up in three years?” Pandey, “Yes, I believe we negotiated an extra year because Greenville was not finished with construction.” Vicki, “Tortoise is it on the same time line?” Pandey, “Yes, so they can be all done together.” White, “I was just wondering if it makes since if they might break their call.” Pandey, “Tortoise will after three years. We have one more year with Tortoise and they will be fine. Hamlin not so much.” White, “If they take the whole deal they might consider waving the call period.” Pandey, “If we take it back to Parker, then I think he will.”

White, "There is an interest rate consideration to consider. Just thinking how could we move the Beltline and Royse City campuses plus get those portables off the chart and get this all into one bond. He would have held at that point his bond for little over two years. It's not a startup anymore he has history. I am sorry I am just thinking out loud." Pandey, "I think if our numbers in Royse City are where they need to be. You are right we should be able to take this proposal in August, and figure out a plan on how to combine all into one. The only thing if you want to go to an open market bond outside Hamlin we will have to wait 2 ½ years." White, "Theatrically, if we wait we would get a better rate but, waiting we also take the risk of interest rates going up and the market is currently against us. Interest rates are rising. That is where my thought was on that." Pandey, "No, I agree, so, as soon as we have these numbers we should try and find out what he is willing to give us."

8. **CALENDER:** Haddox – When setting up our calendar the state requires us to be in class 75,600 minutes per year. With our minutes that is 162 days. This calendar actually has 168 days built into it. This helps us with 30hrs of HB4545 and has contracts for 189 days. That gives us 21 days for PD which is in blue on the calendar. We did a lot of PD at the beginning of the year to start the year off on the right foot. Training with curriculum, and also build campus culture. First two days are for new teachers to meet with Ms. Gracy, curriculum, knock out all the new to PTAA information. Then, we can roll with district, and campus level things before school begins. Red on the calendar are the exchange days. Just takes into account what teachers do over the summer time without getting paid. Its listed as a PD day. They can show proof that they worked over the summer to count for those days. There was a request for us to have a PD day be added for that Monday after Thanksgiving break, Christmas break, Spring Break, in order for teachers to get back on track. We added that. The current calendar we are in has a bad weather day in February we moved that to April and May of next year's calendar just in case they are needed. Trying to mirror as much as possible to our current calendar. We also have to consider the college calendars, especially with Thanksgiving Break and Spring Break. PJC has their calendar out and still watching for Dallas County to put their calendar out. There might be a change but will not know until their calendar is out. This calendar says that all Texas schools but, when we report to the state we will list them as individual campus. Pandey, "Can you tell us why it is important for each campus to have their own calendar." Haddox, "We are all so spread out. For example if Greenville needs to close down for a bad weather day, that doesn't mean North Dallas, or Mesquite need to close down. They might have to make of bad weather days but the other campuses they could still go to school. A couple of years ago we ran into this problem where some of our campuses needed to shut down and some of them didn't. Everyone had to shut down. That is why each campus has their own calendar. They are almost identical." Parrott, "Do public schools in each district have their own calendars?" Haddox, "Yes, Sir" Pandey, "They typically don't have this

problem because all their campuses are close by.” Sonya, “That is semi true, because Mesquite Oats and Mesquite Beltline have the same calendar. So, one school does effect the other school.” Parrott, “Are you anticipating any changes in the next month or so?” Haddox, “We are not anticipating any changes however, the only changes would be with Dallas county their start and end dates along with their Spring Break. They have typically been pretty consistent with their Spring Break and their start and end date. We should be fine with what we have.”

9. **CIPA COMPLIANCE** – Pandey- This is our CIPA Policy. What is a CIPA policy? When you apply for Erate which is a federal grant. It allows you to get two things subsidized, internet based on your demographic and free and reduced population which is your Economic Disadvantage population and secondly it allows us two funds in some cases in some years. Which is every five years’ cycle. It allows us to get some new servers any updates we can do to our server connections. It allows access protocols and any update to internet activity. In order to apply for these two items, we are signing off and tell the federal government that we our CIPA compliant. Which means we are able to protect our students, scholars, and stakeholders against any internet activity that is not student or age appropriate. We are to install the right fire walls, they are shielded, they are protected. If we see any identification that there is a breach you will fix it and always stay on guard to make sure we are constantly making changes to assure we are providing internet activity that is safe for your students. This is our CIPA Policy that the board has to adopt and approve. This is essentially to what we use in Texas as well in other places. We kept modifying it and is a work in progress that we continuously work on. This was sent earlier to all board members. We need to vote on this and if the board passes then it will show we are CIPA compliant.
10. **MULTI REGION PURCHASE AGREEMENT AND DESIGNATION-** Pandey – Texas is divided into 20 regions. These regions help and aid the charter schools and the public schools. They help charter schools in any need they might have. We are under the federal food lunch program. This is the multi region corporative agreement which basically allows region 10 on our behalf to negotiate the rates with the food vendors in order for the schools to have the ability to buy products from. We have always participated in this program but basically what we need to do if you go to the last page. The board is to either sign it or allows us to attach the minutes which is what we are going to do. When the board has accepted it and approved it I can sign it on behalf of the school. Attach the minutes and show where the board has approved it.
11. **ERATE APPLICATION AND DESIGNATION-** Pandey – This goes hand in hand with the CIPA compliance we talked earlier. The board is designating the application so that the superintendent can apply for Erate on behalf of the school.

V. Action Items

1. **Approving New Board Member - Mansoureh Tehrani** – Brian gave the first motion – Vicki White gave the second motion . All voted in favor.
 2. **Approving COVID closures as needed-** Motion for approval Vicki White first motion – Brian Hogan second and all board members said, “I”
 3. **Approved Waivers-** Motion for approval Vicki White first motion – Brian Hogan second and all board members said, “I”
 4. **Approved Budget 2022-23-** Motion to approve, Brian Hogan first motion – Vicki White second and all board members said, “I”
 5. **Approved the Calendar-** Motion for approval Vicki White first motion – Bret Parrott second and all board members said, “I”
 6. **Approved CIPA Compliance-** Motion for approval Bret Parrot first motion – Brian Hogan second and all board members said, “I”
 7. **Approved Multi Region Purchase Agreement and Assigned to Superintendent-** Motion for approval Vicki White first motion – Brian Hogan second and all board members said, “I”
 8. **Erate Application and Assigned to Superintendent_-General/Public Comment** – Motion for approval Bret Parrott first motion – Vicki White second and all board members said, “I”
- VI. Meeting adjourned at 6:13pm-** Brian Hogan made a motion, Bret Parrott first motion and Vicki White second the motion.

Respectfully Submitted,
Betty Hastings, M. ED