

**CHAPEL HILL ACADEMY  
BOARD OF TRUSTEES  
REGULAR MEETING  
AUGUST 17, 2011**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, August 17, 2011, at 12:00 noon at Lena Pope Home, 3131 Sanguinet St., Fort Worth, Texas.

- MEMBERS PRESENT: Patty Potter, Erma Lee, Pam Pigman,  
Judy Needham provided a proxy statement in her absence
- MEMBERS ABSENT: Susy Duggins, Debra Million, Beth Rivers
- GUESTS / STAFF: Todd Landry, Superintendent; Alicia Duran, Lena Pope Home CFO; Vicki Sendejo, Principal;
- CALL TO ORDER: Meeting called to order by Patty Potter at 12:00pm
- APPROVAL OF MINUTES: Approval of the minutes of the June 15, 2011 regular meeting was moved by Erma Lee and seconded by Pam Pigman. Approved and filed for audit.

AGENDA:

1) Principal & Superintendent Report:

- *2010-2011 Student Demographics:* Mr. Landry presented the 2010-2011 demographic report along with comparison charts for school years 2008-2009, 2009-2010, and 2010-2011.
- *Final Year End TEA Academic Accountability Rating and Federal AYP Results:* Mr. Landry presented screen shots from the TEA website regarding TEA Academic Accountability Table with "Recognized" district overall rating for CHA. Report on AYP was also presented reflecting that CHA has met AYP.
- *Summer Program Report:* Mrs. Sendejo reported that summer camp was a success with 60 students enrolled. Student activities included science experiments, field trips to the Fort Worth Zoo, Museum of Science and History, Texas Rangers Ballpark and other learning experiences. Teacher feedback included requesting more time to plan the program, work with parents on pick up times, and homework responsibilities. The church facility was very accommodating to the program.
- *Preliminary Results of TEA Fiscal Accountability Rating:* Mr. Landry presented the School First FY 2009-2010 results which issued CHA a standard achievement rating. Subsequent years will include an increased number of indicators to meet.
- *Expansion / Renovation Update:* Mr. Landry reported that the facility expansion is on target to be ready for the first day of school. Several inspections have been passed to date with others to be completed this week with a Certificate of Occupancy to be granted this Friday. Staff will be working this weekend to set up offices and classrooms. Back to School night is scheduled for August 25<sup>th</sup>, from 5-7pm. Mrs. Sendejo reported that teachers have been conducting home visits to meet their students and families.

2) Fiscal Report:

- *Approval of 2010-2011 Final Budget:* Alicia Duran presented the July statement of revenue and expenses. Actual surplus will be approximately \$5,000 for the month after all invoices have been paid. The final 2010-2011 budget was presented with a net surplus of \$172,072 versus the \$105,240 previously approved.

APPROVAL: Pam Pigman moved to approve the revised 2010-2011 budget, seconded by Erma Lee. Motion carried.

3) 2011-2012 School Year:

- *Enrollment Update:* Mr. Landry presented current enrollment numbers. Each class is anticipated to be full with the exception of 4<sup>th</sup> grade which still has openings.

- *Approval of 2011-2012 Campus Improvement Plan:*

APPROVAL: Pam Pigman moved the approval of the 2011-2012 Campus Improvement Plan as presented, seconded by Erma Lee. Motion carried.

- *Approval of 2011-2012 Budget:* 2011-2012 Budget was presented by Mr. Landry and Mrs. Duran with projected increase in ADA and WADA. Legislative deductions/losses at this time represent approximately \$191,403. Total proposed deficit is –(\$104,898).

APPROVAL: Erma Lee moved the approval of the 2011-2012 Budget, seconded by Pam Pigman. Motion carried.

- *Approval of Education Service Center Contract:*

APPROVAL: Erma Lee moved the approval of the ESC Contract as presented, seconded by Pam Pigman. Motion carried.

- *Approval of New Hires:* Mrs. Sendejo presented biographies on two prospective new hires – Music & Spanish teacher, Santiago Paez, and Cafeteria Manager, Belinda Massey.

APPROVAL: Erma Lee moved the approval to hire Mr. Paez and Mrs. Massey, seconded by Pam Pigman. Motion carried.

- *Approval of Revisions to Code of Conduct:*

APPROVAL: Erma Lee moved the approval of the revised Code of Conduct as presented, seconded by Pam Pigman. Motion carried.

4) Public Comment: None

5) Schedule of Upcoming Meetings: Subsequent meetings of the CHA Board of Trustees will be October 19, 2011, January 11, 2012, April 11, 2012, and June 6, 2012.

Meeting adjourned 1:40pm.

RECORDED BY: Shay Grannan