



**CHAPEL HILL ACADEMY BOARD OF TRUSTEES  
REGULAR MEETING  
WEDNESDAY, JANUARY 16, 2019, NOON  
4640 SYCAMORE SCHOOL ROAD, 76133**

The Board of Trustees of Chapel Hill Academy met on Wednesday, January 16, 2019 at noon in the conference room of Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, TX 76133.

Board Members attending:

|               |              |              |
|---------------|--------------|--------------|
| Joe Breedlove | Joni Horton  | Belvia Moody |
| Pam Pigman    | Patty Potter |              |

Others in attendance:

|                  |                 |                |
|------------------|-----------------|----------------|
| Todd Landry      | Shnease Webb    | Todd Tudor     |
| Victoria Sendejo | Robert Ramirez  | Annah Stark    |
| Lydia Bailiff    | Nancy Burmaster | Jasmine Posada |

Student highlight included a description for the CHA House System which was started this school year. A group of 5<sup>th</sup> and 6<sup>th</sup> grades presented the system which was begun this school year. Each House has students from all grades. The Houses meet together for friendship and mentoring and compete against each other for prizes and recognition. The students enjoy the system and are enthusiastic about it.

**Call to Order**

The meeting was called to order at 12:10 p.m. Pam Pigman made a motion to accept the minutes of the October 17, 2018 minutes as presented. Patty Potter seconded the motion and the motion passed unanimously. There were no public comments and the regular board meeting was recessed at 12:12 p.m.

Joni Horton recessed the meeting to go into Public Hearing.

**Public Hearing**

The Public Hearing to discuss the Texas Academic Performance Report was called to order. Todd Landry, Superintendent, highlighted and discussed the Report. No public comment was received. The Public Hearing was adjourned at 12:18 p.m.

The regular meeting was called back in order at 12:18 p.m.

### **Report from Principal and Superintendent**

#### **Second Six-weeks report**

Victoria Sendejo, Principal, reported the second six-week academic, conduct and attendance numbers. Enrollment as of January 14, 2019 was 633 students with 251 on the waitlist.

#### **Fiscal Report**

##### **FY18 Audit Approval (Charter School Section)**

Todd Tudor, Director of Finance, reviewed the Charter School Section of the Lena Pope fiscal year 2018 audit. The auditors issued an unmodified opinion. The federal single program audit was required due to funds received from the federal government for the Child Nutrition Program and the Pre-K partnership grant. There were no material weaknesses and no compliance issues. A weakness in document review was revealed and a plan of action has been implemented and no further consequences of this weakness are foreseen.

##### **Financial Report as of December 31, 2018**

Todd Tudor, Director of Finance, reviewed the December 31, 2018 financial statements. Surplus is \$68K, which is \$95K favorable to budget. Accepting accelerated payments from the Texas Education Agency resulted in the opportunity to invest cash in interest bearing certificates of deposit. These will be re-invested, depending on cash flow, in CD's with rolling maturities and should result in \$1,200 of interest earned.

##### **2019-2020 School Year**

Victoria Sendejo, Principal, presented the enrollment lottery timeline and other related deadlines. The staffing plan for the 2019-2020 school year will include an additional 13 positions. One new hire was presented. CHA management is discussing several changes to the 2019-2020 school year calendar. These changes are being discussed and management is considering feedback from staff, students and parents. Final calendar will be presented at a future meeting.

##### **Board Training Opportunities**

Nancy Burmaster, Board Liaison, announced that the required charter school board training would be met through a combination of in-person and on-line trainings. In person training will be scheduled for 4 of the 6 required hours. The remaining 2 hours will be offered through an on-line option.

With no further business the meeting was adjourned at 1:16 p.m.