

Approved



**CHAPEL HILL ACADEMY
BOARD OF TRUSTEES
REGULAR MEETING
January 18, 2017**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, January 18, 2017, at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

MEMBERS PRESENT: Alex Armstrong, Joe Breedlove, Erma Lee, Debra Million
Pam Pigman, Patty Potter

MEMBERS ABSENT: Joni Horton, Susy Weaver

GUESTS / STAFF: Laura Wood, Board President; Todd Landry, CEO; Shnease Webb, COO; Renee Permann, CFO; Vicki Sendejo, Principal; Jeni McNeeley, Academic Coordinator; Shay Grannan, PEIMS Coordinator; Nancy Burmaster, Board Liaison; Audrey Davidson and Hannah Mahanna, Interns.

CALL TO ORDER:
The meeting was called to order by Erma Lee at 12:05 p.m.

APPROVAL OF MINUTES:
Alex Armstrong made a motion to approve the minutes of the October 19, 2016 meeting as submitted. Pam Pigman seconded the motion and the motion was approved unanimously.

PUBLIC COMMENT:
None

EXECUTIVE SESSION:
None

**REPORT FROM PRINCIPAL AND SUPERINTENDENT
2016-17 First Semester Report—Enrollment and Attendance**

First semester of the 2016-17 school year enrollment was 102% (512) compared to budgeted enrollment of (509) but under charter limit of 520. Attendance for the same time period was 97% compared to goal of 98%.

Application/Enrollment timeline

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The application and enrollment timeline was shared and is attached as part of the packet. The lottery will be held on February 24, 2017.

Explanation of A-F ratings

HB2804 requires all schools to receive A-F ratings in 5 domains: Student Achievement, Student Progress, Closing Performance Gaps, Postsecondary Readiness, and Community and Student Engagement. No overall grade is given and Engagement (Domain V) ratings were not issued. Current “work in progress” ratings were issued in January 2017, with Chapel Hill Academy receiving the following ratings:

Student Achievement: C

Student Progress: B

Closing Perf. Gaps: D

Postsecondary readiness: B

Texas Education Agency Commissioner Mike Morath has commented that these ratings are for informational purposes only and are likely to change.

Summary of TEA Expansion Amendment request

Todd Landry, Superintendent, reviewed the proposed expansion timeline and financial assumptions. Full review and discussion of the TEA Expansion Amendment Request was held at the Lena Pope Program Committee meeting on Friday, January 13, 2017 and a subsequent information session on January 19, 2017. All CHA Board of Trustee members attended one of the in-depth sessions. The Lena Pope Board of Directors members present at the Program Committee meeting recommended full board approval of submitting the charter expansion amendment to the TEA. The decision to apply to TEA for expansion will be considered at the full Lena Pope board meeting on January 27, 2017.

Upcoming Events – All board members invited to attend

- Tours and Open House: Thursday, February 16, 2017 from 5:00 p.m. to 7:00 p.m.
- Math and Science Night: Monday, February 27, 2017
- 4th grade writing camp and literacy day: Friday, February 24, 2017
- Spring Break: March 13-17, 2017

CHAPEL HILL ACADEMY 2015-2016 TEXAS ACADEMIC PERFORMANCE REPORT

Dr. Jeni McNeeley, Academic Coordinator, presented the results of the 2015-16 TAPR, with the full report included in the packet.

APPROVAL OF NEW HIRES

Samantha Bachman, Nurse, was presented for approval. Pam Pigman made a motion to approve the hiring of Samantha Bachman to the position of school nurse. Patty Potter seconded the motion and the motion was passed unanimously.

FISCAL REPORT

December 2016 Fiscal Report

Revenue exceeded budget by \$25K driven by favorable variances in TEA School Foundation Program, Federal Funds and Donations. Expenses trail budget by \$4K, primarily due to higher salary and conference expenses, offset by favorable medical expenses.

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YTD FY17 Fiscal Report

Revenue exceeded budget by \$58K driven by favorable variances in TEA School Foundation Program, Federal Funds, and Donations. Expenses were lower than budget by \$65K due to favorable variance in Medical Expense, Program Expense timing, and other operating costs. Surplus is \$124K compared to budget of \$0. Budget amendment will be submitted for consideration at the April 2017 CHA Board meeting.

Charter School Section of Audit Report for FY16

Net assets were \$439K including \$6.5K in temporarily restricted funds to fulfill donor requests in FY17. Revenue and expenses of \$4.45M resulting in a surplus of \$0. No single audit was required this year due to higher threshold.

Alex Armstrong made a motion to recommend approval by the full board of the Charter School Section of the Lena Pope Home, Inc. Audit Report for FY16 as submitted. Pam Pigman seconded the motion and the motion was approved unanimously.

BOARD TRAINING

All board members are current in their training requirements.

ADJOURN

Erma Lee, Acting Chair, adjourned the meeting at 1:21 p.m.

**THE NEXT MEETING OF THE CHAPEL HILL ACADEMY BOARD OF TRUSTEES WILL BE
APRIL 19, 2017 AT NOON.**