



**CHAPEL HILL ACADEMY  
BOARD OF TRUSTEES  
REGULAR MEETING  
January 20, 2016**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, January 20, 2016, at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

**MEMBERS PRESENT:** Joseph Breedlove, Joni Horton, Erma Lee, Debra Million, Patty Potter, Beth Rivers, Susy Weaver

**MEMBERS ABSENT:** Alex Armstrong, Pam Pigman

**GUESTS / STAFF:** Todd Landry, Lena Pope CEO; Shnease Webb, COO; Alicia Duran, CFO; Vicki Sendejo, Principal; Jeni McNeeley, Academic Coordinator; Shay Grannan, PEIMS Coordinator; Nancy Burmaster, Board Liaison

**CALL TO ORDER:**

The meeting was called to order by Board President Joni Horton at 12:20 p.m.

**APPROVAL OF MINUTES:**

Approval of the minutes of the October 14, 2015 regular meeting was moved by Patty Potter, seconded by Joe Breedlove. Approved unanimously.

**PUBLIC COMMENT:**

None

**EXECUTIVE SESSION:**

None

**REPORT FROM PRINCIPAL AND SUPERINTENDENT:**

- 2015-16 first semester attendance was reported. Average enrollment was 98% with average attendance at 97%.
- 2016-2017 Lottery timeline was presented. Student letter of intent to return was done electronically this year with good results.
- Upcoming events were reviewed, with all encouraged to attend as appropriate:
  - Open House and Tours on Monday, January 25<sup>th</sup> and Tuesday, February 23<sup>rd</sup> from 5:00 to 7:00 p.m.
  - "Nacho" Average Math and Science Family Fun Night on Monday, February 22, 2016 from 6:00 to 7:30 p.m.
  - 4<sup>th</sup> grade writing camp/literacy day will be Friday, February 26<sup>th</sup>.

- Spring Break is March 14-18, 2016

### **2014-2015 Texas Academic Performance Report (TAPR)**

- Jeni McNeeley shared the TAPR. CHA achieved the “met standard” rating, which is the highest possible.
- See attached detailed report

### **APPROVAL OF NEW HIRES**

Chelsey Hogan has been hired as school nurse and is doing very well. She has a BSN and RN, and is certified in CPR, ACLS, and hearing/vision testing.

Patty Potter made a motion to approve the hiring of Chelsey Hogan. Joe Breedlove seconded the motion and the motion was passed unanimously.

### **FISCAL REPORT:**

- December 2015 financial records and reports were presented for approval. Debra Million made a motion to accept the report as presented. Patty Potter seconded the motion and the motion was passed unanimously.
- Audit report pertaining to CHA was presented. Single audit of Child Nutrition Plan revealed one compliance finding and significant deficiency with no material weaknesses. Corrective action plan will include income verification being validated by second staff person.
- Audit of FY2016 will likely not include a single program audit due to raising of limit to \$750,000.
- Patty Potter made a motion to accept this audit report and recommend approval by full Board of Directors of Lena Pope Home, Inc. Joe Breedlove seconded the motion and the motion was unanimously approved.

Todd Landry reminded the CHA Board of the need for 6 hours of training and asked their preference. Several Board members expressed the preference for on-line training. Nancy Burmaster will compile a list of opportunities and contact the Board members to schedule.

### **NEXT MEETING:**

Chapel Hill Academy Board of Trustees will meet again on Wednesday, April 20, 2016 at 12:00 noon at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

Meeting adjourned 1:27pm.

RECORDED BY: Nancy Burmaster