

Approved



**CHAPEL HILL ACADEMY
BOARD OF TRUSTEES
REGULAR MEETING
August 24, 2016**

A meeting of the Board of Trustees of Chapel Hill Academy was held Wednesday, August 24, 2016, at Chapel Hill Academy, 4640 Sycamore School Road, Fort Worth, Texas 76133.

MEMBERS PRESENT: Alex Armstrong, Joni Horton, Erma Lee, Pam Pigman, Patty Potter
Beth Rivers, Susy Weaver

MEMBERS ABSENT: Joe Breedlove, Debra Million

GUESTS / STAFF: Todd Landry, CEO, Shnease Webb, COO; Renee Permann, CFO; Vicki Sendejo, Principal; Jeni McNeeley, Academic Coordinator; Shay Grannan, PEIMS Coordinator; Nancy Burmaster, Board Liaison; Robert Ramirez, Student and Campus Services Coordinator; Lauren Doane, Program Evaluator

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

APPROVAL OF MINUTES:
Pam Pigman made a motion to approve the minutes of the June 15, 2016 meeting as submitted. Alex Armstrong seconded the motion and the motion was approved unanimously.

PUBLIC COMMENT:
None

EXECUTIVE SESSION:
None

**REPORT FROM PRINCIPAL AND SUPERINTENDENT:
TEA Campus/District Accountability Rating**

- Index One: Student Achievement
 - CHA: 72 (60 needed)
- Index Two: Student Progress
 - CHA: 49 (32 needed)
- Index Three: Closing Performance Gaps

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- CHA: 37 (28 needed)
- Index Four: Postsecondary Readiness
 - CHA: 37 (12 needed)
- CHA met standard in all four indexes and received the highest rating level.
- By September 16 the TEA will release distinctions and additional reports.
- Lauren Doane reviewed CHA's Academic Accountability Report compared to neighboring schools in Fort Worth ISD, Crowley ISD, Everman ISD and charter schools.
- CHA received an "A" –Superior, rating from TEA in Fiscal Accountability. CHA received 98 of 100 points.

FISCAL REPORT

Review of 2015-2016 Fiscal results through July 31, 2016

For the eleven months ended July 31, 2016, revenue was \$4,053,246 which was (\$23,546) less than budget. TEA funding was \$41,000 lower than budgeted due to low attendance. Federal Funds for breakfast/lunch was \$7,000 less than budgeted.

For the eleven months ended July 31, 2016, expenditures were \$4,032,934 which was \$7,000 less than budget. Higher than expected staff tuition reimbursement, retirement contributions, and care of grounds expenses were offset by lower than budgeted professional fees and unemployment taxes.

Review and approval of 2015-2016 final budget (amendment #2)

As required by the TEA, 2015-2016 budget amendment #2 was presented by Renee Permann, CFO. Budget amendment #2 shows an \$11,000 reduction in total revenue which reflects an \$18,000 increase in donations, offset by \$42,000 decrease in FSP/TEA funds, and a \$10,000 increase in Title I and Child Nutrition Program Funds. Budget amendment #2 shows a \$10,000 decrease in expenses from a variety of sources. Budget amendment #2 projects total revenue and expenditures of \$4,412,899 resulting in a balance budget.

Patty Potter made a motion to accept the 2015-2016 final budget, including amendments. Pam Pigman seconded the motion and the motion was passed unanimously.

2016-2017 SCHOOL YEAR

Enrollment/Applications update

Grade	Budget	Returning	Lottery	Total	Waitlist
PK	32	20	15	35	101
K	80	45	39	84	135
1 st	80	76	05	81	55
2 nd	80	67	13	80	42
3 rd	80	67	13	80	59
4 th	80	75	09	84	40
5 th	80	65	13	78	17
TOTAL	512	415	107	522	449

Approval of 2016-2017 Campus Improvement Plan

Approved

Victoria Sendejo, Principal, presented the 2016-2017 Chapel Hill Academy Campus Improvement Plan. This is a working document to address needs that arise. Susy Weaver made a motion to accept the 2016-2017 Chapel Hill Academy Campus Improvement Plan. Patty Potter seconded the motion and the motion was approved unanimously.

Approval of 2016-2017 Budget

Renee Permann, CFO, presented the 2016-2017 Chapel Hill Academy budget for fiscal year 2016-2017. Revenue budgeted to be \$4,066,085 and expenditures are budgeted to be \$4,065,717 resulting in a \$348 surplus. This budget is based on 512 students with 97% attendance, and 49 full-time staff. Following review and discussion, Patty Potter made a motion to accept the 2016-2017 Chapel Hill Academy budget as presented. Beth Rivers seconded the motion and the motion was approved unanimously.

Approval of new hires

Please see the packet in your notebook for additional information on new hires since the June 15, 2016 Board meeting.

- Evan Marks, Art
- Roger Marshall, 5th grade
- Christy Reisner, 2nd grade
- Rosa Conchas, Kindergarten
- Laura Albright, Nurse
- Brittany Watson, part-time speech therapist
- Rachel Olivarez, Receptionist

Pam Pigman made a motion to accept these new hires. Alex Armstrong seconded the motion and the motion was passed unanimously.

ADJOURN

Joni Horton, Chair, adjourned the meeting at 1:16 p.m.

**THE NEXT MEETING OF THE CHAPEL HILL ACADEMY BOARD OF TRUSTEES WILL BE OCTOBER 19,
2016 AT NOON.**