

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE EL PASO LEADERSHIP ACADEMY**

Date: December 21, 2016

The regular meeting of the Board of Directors (the “**Board**”) of the El Paso Leadership Academy, a Texas non-profit corporation (the “**Company**”), was held on Wednesday, December 21, 2016 at the El Paso Leadership Academy, 1918 Texas Avenue, El Paso, Texas 79901 at 5:30 pm. Matt Kerr, President of the Board, acted as its chairman and presided over the meeting, and Allan Lindstrom, Secretary recorded the minutes of the meeting.

First Item of Business - Call to Order and Quorum. The Chairman called the meeting to order at 5:40 pm, and it was determined that a quorum, consisting of the majority of directors of the Company, was present and ready for the transaction of business. The following directors were present:

Scott Adkins
Matt Kerr
Allan Lindstrom

Kwame Yankson participated via teleconference – 5:40 pm to 7:00 pm
Analisa Cordova Silverstein participated via teleconference – 7:07 to 7:12 pm.

Second Item of Business – Approval of Minutes. The Board Minutes from the November 30, 2016 were submitted for approval. Scott Atkins made a motion to approve the Minutes and Allan Lindstrom seconded the motion. Following a vote by the Board, the Minutes from the foregoing meeting were approved unanimously.

Third Item of Business – EPLA Parent Forum. No parents were present.

Fourth Item of Business – Approval of the Financial Statements and Independent Auditors’ Report for the Years Ended August 31, 2016 and 2015. Richard Bennoch of Bennoch & Walker LLC presented via a conference call the Independent Auditors’ Report for 2015 and 2016. He indicated that it was an unmodified report without any negatives. Scott Atkins moved and Allan Lindstrom seconded approval of the Financial Statement and Independent Auditors Report for the years ending August 31, 2016 and 2015 with two editing corrections to be completed by the auditor. The motion was followed by an unanimous vote of approval by the Board.

Fifth Item of Business – Public Hearing on El Paso Leadership Academy’s Charter First Rating. Emily Levario explained El Paso Leadership Academy’s rating on the Charter Financial Integrity Rating System of Texas (Charter FIRST) for 2015-2016 as issued by the Texas Education Agency. EPLA achieved a score

of 74 which yielded a rating of SUPERIOR. She highlighted three areas for future improvement: (1) days of cash on hand, (2) ratio of current assets to current liabilities, and (3) administrative cost ratio.

Sixth Item of Business – Review of Financials. Emily Levario reviewed the November financials including the Month End Report prepared by Charter School Success and the 2016-2017 Cash Flow Projection. Scott Adkins moved to accept the report and Allan Lindstrom seconded the motion. The motion was followed by a unanimous vote of approval by the Board.

Seventh Item of Business: Other General – Approval of Proposed Board Policies – Governance & Organization. The proposed policies were reviewed by the Board. EPLA administrative staff was asked to review Policy 200.230 – Evaluation of Performance in Community and Student Engagement Compliance and indicate the procedure to be used in the evaluation process. Approval of the policies was deferred to the January 25, 2017 Board meeting.

Other General – Approval of Amendment to CEO Contract. Scott Adkins moved and Kwame Yankson seconded a motion to include cell phone and automobile allowances as items in the CEO's contract. The motion was approved unanimously by the Board.

Eighth Item of Business: CEO Report. Omar Yanar, CEO, reported on a developing recruitment plan. Andrew Benitez, Principal, reported on student academic achievement goals for the 2016-2017 school year including progress and interventions being made to reach the goals.

Conference call connection with Board Member Kwame Yankson was lost. Positive contact on a conference call was made with Board Member Analisa Cordova Silverstein so that Board business could be continued with a quorum.

Ninth Item of Business: Consider Approval of Resolution to Declare an Emergency Building Renovation. Omar Yanar, CEO, presented **Resolution 2012-2017-1 – Resolution to Declare a State of Emergency within El Paso Leadership Academy for approval by the Board.** The resolution addressed the outcome of an inspection of the ELPA main building by the El Paso Fire Department and City Inspector. The inspection concluded that certain renovations needed to be made in order for students to safely use the main building. Therefore, has become necessary to declare a state of emergency requiring that immediate steps be taken during the winter break, when students are will be absent, to complete the necessary renovations. The Resolution indicated that due to the emergency, ELPA does not have sufficient time to competitively procure services as required by the Texas Education Code. Scott Adkins moved that the Resolution be approved and Allan Lindstrom seconded the Resolution. The Board unanimously approved the Resolution

Tenth Item of Business: Consider Approval of Contractor for the Main Building Renovation. Plans have been submitted to the city of El Paso and to potential contractors. Construction permits have been received from the city. Omar Yanar, CEO will review proposals and consult with Board members over the Winter Break for contractor selection.

Eleventh Item of Business: Fundraising Committee Update. No report was made.

Next Meeting and Adjournment. Allan Lindstrom moved and Scott Adkins seconded the motion for adjournment which was passed by the Board. The board adjourned at 7:12 pm.

The next meeting of the Board of Directors of the Company will be on Wednesday, January 25, 2017 at 5:30 pm at the El Paso Leadership Academy, 918 Texas Avenue, El Paso, Texas.

Allan Lindstrom, Secretary