

## Étoile Academy Board Meeting

June 19, 2018

**Start:** 6:06 p.m. CST **End:** 7:52 p.m. CST

Present:

Kevin Hardaway, Shiroy Aspandiar, Michelle Bair, Ja'Milla Lomas, Richard Baker, Alim Adatia, Nicole Morrisey (video dial in), Kayleigh Colombero (ex-officio), Michelle He, Marisol Diaz, Kitty Xie, Jorge Lara

Quorum met: Yes

Guests: None

Public comments: None stated

Previous Meeting Minute

Meeting minutes were read. Minutes were approved.

Moved: Kitty; Seconded: Rich

**Vote:** 10-0. Approved

### Committee Reports/Short-Term Goals:

- Finance:
  - Transition of duties from Kitty to Michelle He.
  - Cadence Bank will provide the \$100K line of credit. We believe we will be gaining increased returns though Cadence.
  - Next Steps: Board to vote on the FY19 budget, FY18 amendment and bank change
  - Discussions Required by Board: Reading Board Reports
  - Recommendations: None
  
- Governance:
  - Hard Hat Party was a success
  - Camp Connect wants to use our facility for summer camp
  - Kevin agreed to look at the RFP process
  - Rich met with a potential new Board member who is very interested in joining the Board
  - No new Board recruitment right now, but will expand until we reach the 13
  - Director mid-year Board evaluation is on track
  - Send out new Board meeting minutes
  - Developing a Board calendar to capture
  - Discussion Required by Board: None
  - Recommendations: meet with your Board committee members in person.
  
- Academic Achievement Committee Report:
  - 133 applications, 35 accepted seats, 24 partially registered, 17 fully registered
  - Compass Rose head of recruitment trained the Etoile team on 6/18 (secured 17 families to come tour school)
  - Univision ad will begin airing this week and run for a month
  - Receiving the KIPP wait list students soon from KIPP Connect and KIPP Sharp

- Next Steps: Plan board training in August, encourage Board participation in canvassing, CK to create and present modified budget for full Board by 7/15 if we do not reach 80 families in registered/partially registered
- Resource Development:
  - Met on April 12, 2018.
  - Board Giving
    - Amount pledged - \$11,220
    - Amount received - \$6,600
    - Percent received – 59%
  - Total Fundraising
    - Goal Amount: \$30,000 (Stretch Goal: \$100,000)
    - Raised-to-date: \$24,230 (cash and pledges)
    - Raised-to-date percentage: 81%
    - Remaining to reach base goal: \$5,770
  - Individual and Corporate Giving
    - Received from Individuals: \$7,017
    - Received from Corporations: \$3,995 (HPE and Pulte)
  - Foundations; Upcoming proposals:
    - Baxter LOI Submitted
    - Brown Foundation Proposal Submitted
    - Powell Foundation LOI Submitted
    - Guill Family Foundation Grant Due July 31st
  - Two week mini e-campaign
  - June 18 - June 29; meet with new Board members about gift
  - Possible second cultivation and solicitation event with targeted prospects/donors in August/September
  - Next steps: Execute meetings with new board members; Connect with foundations and complete LOI/grant applications
  - Discussion: 2 Week Campaign
  - Recommendation: Identify 1 prospect and send that information to Kayleigh and Michelle
- Facilities
  - Construction and painting is underway
  - The new SNDA and went to landlord last week
  - Construction of the cafeteria has started
  - Overall schedule is on time

#### OLD Business

- BES Evaluation: comments on formatting our minutes and agenda; recommended shortening committee reports, take a break, commended us asking some tough questions, had really good energy. After this, we need each committee chair to schedule a call to ask her for feedback.
- Board Discussion of TEA mandated Training: Kayleigh to reach out to them to see if they have a hybrid option and bring it back for a vote at the next meeting.

- Committee planning time
  
- School Director Update:
  - Overview of the Hard Had Tour
  - ELA Teacher has decided not to continue in the position. Have a strategy to cover the position and possible candidates are in the pipeline and we are in the recruiting process.
  - Hiring a recruiter to help with canvassing and enrollment
  - Furniture has been ordered and will be installed July 30.
  - All software has been ordered, curriculum and pre-work for teachers has been ordered, we are comparing technology options, there is field space at St. Luke's (during and after school), finalizing after school options (YMCA, Boys and Girls Club, Amanaah, Apollo).
  - Enrollment: we feel confident that we will get 60 students and have a contingency budget to get to that amount. If we are able to have 80 students registered by second week in July, we feel that the 108 student budget would be appropriate.
  - Popsicle and registration on Saturday.
  - Brown Foundation went in and Kayleigh spoke at a Brown Foundation event. LOI to the Powell Foundation, Baxter Foundation, Got approval for Guill Foundation, finished all TEA negotiations on \$800K startup grant.
  - Suggestion: Do an additional Univision advertisement in August.
  - Families Empowered: email and calling campaign to recruit students

NEW Business

- Vote to add a new Board member - Tabinda Ghani
  - Motion: Rich
  - Second: Emmanuel
  - Approved: 10
- FY18 Budget Amendment:
  - Motion; Kevin
  - Second: Michelle B
  - Approve: 10
- Vote on the FY19 Budget
  - Motion: Kevin
  - Second: Michelle B
  - Approve: 10
- Vote on Depository - Use Cadence Bank as our primary depository.
  - Motion: Kevin
  - Second: Rich
  - Approve: 10

**Adjourn**

Motion: Kitty

Second: Michelle B

Approved: 10

Étoile Academy, Inc. Board Meeting Minutes

Adjourned at 7:52 p.m. CST.