

Board of Directors Meeting

Minutes for the date of December 1<sup>st</sup>, 2023 – 2pm CST

Agenda	Discussion	Action
Welcome and Call to Order	<p>Board Members: Alfredo Villalobos, Victor Saenz, and Maggie Barreiro were physically present. Dan West and John Escamilla were present via zoom.</p> <p>Book Report Leadership and Trevor Sorensen were present via Zoom.</p> <p>Brillante representatives: Aaron Brenner was present to help facilitate the meeting and introduce Brillante teammates for specific sections.</p>	Meeting called to order by Dan West-Brillante Board Chair at 2:07 PM.
Attendance and Quorum	Quorum was met. All board members were present.	
Review & Approval of October 12 <sup>th</sup> , 2023 minutes	Minutes were corrected to read that: Dan West will review the Public Comments from the October 12, 2023 Board Meeting.	Maggie Barreiro moved to approve the minutes; Alfredo Villalobos seconded.
Reading of Brillante Mission	<p><b><i>Our Mission: Brillante Academy, a dual language school in the classical tradition, helps students to grow intellectually, socially and physically into young men and women of good character and spirit, and to be prepared for excellence in high school, college and beyond.</i></b></p> <p><b><i>Our Root Beliefs:</i></b> Every child possesses inherent dignity &amp; infinite potential. Parents are the first educators. Learning and excelling in two Languages (English and Spanish) builds bridges, opens doors, and strengthens minds. Truth, goodness, and beauty cultivate the mind, body, and spirit of every child.</p> <p><b><i>Our Core Virtues:</i></b> At Brillante Academy we know that good character equals happiness that lasts across our school community.</p>	<p>All board members reviewed our Mission for Brillante, keeping in mind that our purpose is to make Brillante Academy a success.</p> <p>The Mission, Root Beliefs, Core Virtues, and Goals were read aloud by Board Member Victor Saenz.</p>

	<p>We commit to teaching and living the following virtues: Wisdom, Courage, Self-Control, Justice, and Love.</p> <p><b>Our Goals:</b> Our goal is for Brillante students to lead lives of excellence, virtue, purpose and impact. We will accomplish this through the best instructional practices we have tested across the country. We plan on having</p> <ul style="list-style-type: none"> <li>* a longer school day and year</li> <li>* technology-based blended learning to deliver individualized instruction</li> <li>* a dual-language immersion program with intensive support and coaching of teachers...</li> <li>* combining this with a robust character education program, centered around five core virtues.</li> </ul> <p>By setting high expectations for our students, they will grow in character and virtues every day.</p>	
Review and Approval of:	<p>Aaron Brenner presented updates on the pursuit of a childcare partnership between Brillante Academy and a local CDC, or Child Development Center.</p> <p>In anticipation of a potential submission of an expansion amendment to allow Brillante to serve children in a partnership between Brillante and a CDC in Mission, Aaron asked for the review and approval of a waiver allowing Brillante, under his leadership, to submit an expansion amendment.</p> <p>The Board discussed the matter, reviewed the waiver letter, and approved.</p>	Alfredo Villalobos moved to approve the waiver letter, and Victor Saenz seconded the motion.
Facility Committee	Aaron Brenner and Alfredo Villalobos shared the progress and status of the Fish Pond, the drive way, and the overall facility.	Aaron Brenner and Alfredo Villalobos gave a summary.
Student Enrollment	Student numbers were reviewed. Brillante’s enrollment is at 196, and expressed that the goal was to reach 200 by early 2024.	Aaron Brenner provided the summary with support from Dulce Salinas.

Finance Committee	<p>Derek Lutz from BookReport presented the updated financials. He reported that Brillante’s cash balance at the time of the Board Meeting was a little over \$1,000,000. The board asked some follow up questions on the timing of revenue, and forecasting into 2024.</p> <p>Aaron and Trevor shared that Brillante would return the second bus via the CSP Grant.</p> <p>Trevor presented on the Debit/Credit Card Policy as well as the FLEET card, proposing its exclusive use for gas for the bus and future van. Alfredo confirmed the value of a gas card and the board asked some additional questions on the debit/credit card policy.</p>	<p>Alfredo moved to approve the application for a FLEET Gas Card, and Victor Saenz seconded the motion.</p> <p>John Escamilla moved to approve the Debit/Credit Card Policy, and Alfredo Villalobos seconded the motion.</p>
Operations Update	<p>Janis De Luna presented that PEIMS submissions were on track, in partnership with Mariza Cantu, and that food &amp; nutrition reimbursements were up to date and in compliance.</p>	
Staffing/Talent Update	<p>Katie Hernandez-Akers presented that a new Special Education Teacher &amp; Coordinator had been hired and began her role in November of 2023.</p> <p>Katie expressed that Brillante had two additional vacancies: a School Nurse, and a Second Bus Driver, both members of the Operations Team who had resigned in November.</p>	
Fundraising Update	<p>Aaron provided a summary of what had happened in the previous two months, and what he was planning for December and January – trips to Dallas/Fort Worth and NYC; the submission of a Student Recruitment Grant through Charter School Growth Fund and additional cultivation of other potential sources.</p>	
Academic Committee	<p>Ana Karen Salinas presented a series of updates: MAP Winter Testing previews and Fall Testing Analysis; the Amira Blended Learning Program to support individual growth; Family Meetings to</p>	

	<p>share updates and work collaboratively; and the support/coaching of teachers to improve their performance. The board followed up with questions and discussion.</p> <p>Victor Saenz walked the Board of Directors through an update on Classical Education, from what he observed to what he shared with the Brillante Leadership team; to books he recommended for their reading moving forward; to how to implement in a Dual Language setting. The board followed up with questions and discussion.</p>	
Legal Committee Updates	There were no updates.	
Board Updates	<p>The Board discussed the need for a Governance Committee &amp; a Safety and Security Committee. For the Governance Committee, it was recommended that Maggie and John serve on the committee. This committee will conduct a self-review of the Brillante Board and will be communicated the performance review of the Brillante Superintendent/Executive Director, Aaron Brenner, by Seton Education Partners. Mrs. Barreiro also shared an example of a review summary as an example for the board to use as a tool moving forward.</p> <p>For the Safety and Security Committee, it was recommended that the Operations Leader, Dan West, and Aaron Brenner serve on the committee. This Committee will meet 3 times a year.</p>	<p>John Escamilla motioned to approve the formation of a Governance Committee. Maggie Barreiro seconded.</p> <p>The Safety and Security Committee had already been established, so the new expectations were added to their documentation.</p>
Executive Session	None needed	
Public Comments	No Public Comments.	
Meeting Adjourned	Meeting was adjourned at 4:20pm	<p>Board Member Victor Saenz motioned to adjourn meeting at 4:20 pm.</p> <p>Alfredo seconded, and the meeting was adjourned at 4:20pm.</p>

		All Board members agreed to adjourn.
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