



Board of Directors Meeting

Minutes for the date of October 18, 2024 8:00 am - 10:00 am CST

Agenda	Discussion	Action
Welcome and Call to Order	<ul style="list-style-type: none"> ● Board Members: Dan West, Alfredo Villalobos, Maggie Barreiro, and Luciana Hampilos were physically present. Victor Saenz was present via Zoom. ● Lucy Green and Jarred Whitton from BookReport and Trevor Sorensen from Seton were present via Zoom. ● Brillante representatives: Aaron Brenner was present to help facilitate the meeting and introduce Brillante teammates for specific sections. 	Meeting called to order by Dan West, Brillante Board Chair at 8:05am
Attendance and Quorum	<ul style="list-style-type: none"> ● Quorum was met with all board members present. 	
Review & Approval of August 1, 2024 minutes	<ul style="list-style-type: none"> ● The minutes from August 1, 2024, were reviewed and approved by all present board members. 	<p>Ms. Luciana Hampilos recommended clarifying the special education waitlist language in the enrollment section of the minutes.</p> <p>The minutes were unanimously approved pending that change.</p>
Reading of Brillante Mission	<ul style="list-style-type: none"> ● Mr. Victor Saenz read the Brillante mission, values, and goals. 	
Public Comments	<ul style="list-style-type: none"> ● No public comments were made. 	

<p>Facility Committee</p>	<ul style="list-style-type: none"> ● Mr. Brenner shared that the barn is being renovated as a new facility for Estrellita and that the project is on course and on budget to finish by October 31, 2024. He shared that the warehouse is being refreshed to hold assemblies and gatherings. ● Mr. Brenner said he held a meeting on financial modeling and planning space. The plan is to build a village organized by grade levels to form little communities and that he is working with an Architectural Firm to create a Master Plan of the Property. 	<p>Ms. Luciana Hampilos asked if there would be an official ribbon cutting for the new space. Aaron noted planning to do so in December.</p> <p>Mrs. Maggie Barreiro asked how big the space was. Mr. Aaron Brenner said over 1,100 feet.</p> <p>Ms. Maggie Barreiro asked about whether a larger building is still in the plan and how communication systems would work with an open campus. Mr. Brenner shared they are working with a partner through SAFE Grant to incorporate that Master Plan.</p> <p>Mr. Dan West asked how the Village plan impacts virtue formation and the various grade levels and different levels of freedom by age. Mr. Brenner said</p> <p>Ms. Luciana Hampilos said it sounds really exciting and that it would separate Brillante from other schools.</p>
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		<p>Mr. Alfredo Villalobos asked if any additional support is needed for the new building or facilities in general.</p>
<p>Finance</p>	<ul style="list-style-type: none"> ● Lucy Green from Book Report reviewed the financials as of September 30, 2024. She also shared that audit week occurred, reported the impact changes in enrollment had on revenue and that the budget was aligned with what the board approved. ● Mr. Sorenson reported that the audit results will be shared with the Board next month. He shared that there have been fluctuations in enrollment and attendance but that he anticipates stability for the rest of the year, similar to last year. 	<p>Mr. Dan West asked about change in revenue due to enrollment and the gap increasing.</p> <p>Mr.Aaron Brenner asked about how certain PEIMS reports impact state revenue.</p> <p>Mr. Alfredo Villalobos asked about the process for reporting attendance and enrollment to the state.</p> <p>Mr. Alfredo Villalobos asked about our vendor for furniture and the process for getting quotes.</p> <p>Ms.Luciana Hampilos asked what other vendors schools use for furniture</p> <p>Mr. Dan West asked about the changes that have been made to the bidding process for large ticket items.</p> <ul style="list-style-type: none"> - Mr. Trevor Sorenson shared that 3 quotes have to be provided

		<p>and a rationale for choosing the selected vendor.</p> <p>Ms. Luciana Hampilos asked about who makes decisions regarding approving delayed payments to Seton.</p> <p>Mr. Dan West asked about the partnership between Estrellita and Brillante from a financial standpoint.</p> <p>Ms. Maggie Barreiro asked about the budgeted amount for staff development.</p>
<p>Beginning of the Year Data</p>	<ul style="list-style-type: none"> Liz Troncoso shared baseline data for PreK3 and PreK4 on AppleTree assessments and Kindergarten through 2nd BOY MAP testing results. She shared strategies that contributed to the strengths in the results and the actions they are taking to address the opportunities for growth. 	<p>Mr. Dan West asked the difference between MAP Testing and AppleTree Testing.</p> <p>Mr. Dan West asked for clarification of the PreK instructional goals and how we are defining "baseline".</p> <p>Ms. Maggie Barreiro asked whether the Prek3 goal was set by Brillante or AppleTree.</p> <p>Ms. Maggie Barreiro asked if parents get updates on student progress.</p>

		<p>Ms. Maggie Barreiro asked about the difference in Reading English and Reading Spanish scores for Kinder and whether there are supports in place for parents to help students at home.</p> <p>Mr. Dan West asked for clarification on the goals and how data is being progress monitored.</p> <p>Mr. Victor Saenz asked how Brillante is fostering love of learning and instilling intrinsic motivation.</p>
Talent	<ul style="list-style-type: none"> • Katie Hernandez Akers shared the updated org chart for the 2024-2025 school year and highlighted the current vacancies and strategies for filling those roles. 	Ms. Maggie Barreiro asked a question about the headcount on the org chart.
Enrollment and Attendance	<ul style="list-style-type: none"> • Ana Karen Salinas shared that Brillante is 95% enrolled as of October 15th, and the plan for open seats in the weeks ahead. 	<p>Mr. Dan West asked about the original enrollment gap and progress that has been made in closing that.</p> <p>Mr. Alfredo Villalobos asked if we can ask parents whether their child meets the potty training requirement.</p>

		<p>asked to confirm that we were better than last year but less than our current goal.</p> <p>Mr. Alfredo Villalobos asked what the budgeted number for enrollment was.</p> <p>Mr. Alfredo Villalobos asked if there was a weekly goal for enrollment and the results of specific enrollment initiatives</p> <p>Ms. Luciana Hampilos asked what the most successful recruitment initiatives have been.</p>
Operations	<ul style="list-style-type: none"> ● Karely Rodriguez shared updates regarding the various operations workstream. She shared that there is an upcoming audit for Food & Nutrition in January, that adjustments have been made to transportation routes to support retention and highlighted initiatives to promote a safe and secure campus. ● Karely Rodriguez also previewed the upcoming Fall Festival, which will take place after school on October 24th. The Brillante Academy Parents (BAP) organization are helping lead the planning of the event. 	<p>Ms. Luciana Hampilos asked what the purpose of the Fall Festival was and what it would entail and whether there was a fundraising component.</p> <p>Ms. Maggie Barreiro asked if the Fire Department would be at the Fall Festival and give students an opportunity to go on the truck.</p> <p>Mr. Dan West asked Ms. Karely Rodriguez if there was anything about how the school runs that worries her.</p>

		Ms. Maggie Barreiro asked where food is prepped.
Estrellita	<ul style="list-style-type: none"> Ms. Cynthia Valencia and Ms. Valeria Guerrero joined to provide updates on Estrellita regarding recruitment and facilities. They shared they have added a new playground and are relocating to a new building at the end of October. Ms. Cynthia Valencia shared renovation updates to Seton Teaching Fellows' home and the type of instructional coaching and professional development they are receiving. 	<p>Mr. Dan West said it would be important to message that Brillante and Estrellita are separate organizations in those communications.</p> <p>Mr. Alfredo Villalobos asked about the budget for marketing Estrellita.</p> <p>Mr. Dan West asked how the fellows were doing and about the community they have formed.</p> <p>Ms. Luciana Hampilos shared an idea about free concerts at the Convention Center and other community events for fellows.</p> <p>Ms. Maggie Barreiro asked where the Seton Teaching Fellows are from.</p>
Fundraising & Growth	<ul style="list-style-type: none"> Mr. Brenner shared the fundraising goals and some of the levers that are being pulled to meet that goal. 	Ms. Luciana Hampilos asked how comfortable Brillante was with having advertisements at the Fall Festival.
Legal Committee	<ul style="list-style-type: none"> Ms. Hampilos shared a policy update due to a law requiring video recording in the classroom as an option for parents with students with disabilities and that videos 	Mr. Alfredo Villalobos asked who had access to videos.

	<p>could only be viewed when child abuse is suspected and must be held for 3 months. She shared that she is working with outside council to finalize the policy and that there are some minor revisions still happening.</p>	<p>Ms. Maggie Barreiro asked whether teachers need to sign a consent form to be recorded.</p> <p>Ms. Maggie Barreiro asked about the cost of the cameras.</p> <p>Mr. Alfredo Villalobos asked if parents receive notice when a request is made to have the cameras.</p> <p>Mr. Dan West asked if there is a request to approve with the condition that minor edits were made.</p> <p>Mr. Victor Saenz motioned to approve. Mr. Alfredo Villalobos seconded.</p> <p>Board anonymously approved.</p>
Meeting Adjourned	The meeting was adjourned at 10:46am	