



UME Preparatory Academy exists to produce college- and work-ready... graduates and to offer parents ...time and training so that they will have enhanced opportunities to strengthen their families as they exercise greater influence over the spiritual, intellectual, and emotional growth of their children.

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**Board Meeting Minutes**  
Tuesday, November 18, 2014  
6:00 pm UME Preparatory Academy Campus

- I. **Call to Order** Dr. Estes 6:00  
Present: Dr. Nolan Estes – Board Chairperson; Mrs. Jill Jones – Board Secretary; Mr. Rusty Grayson; Mrs. Donna Prince; Mrs. Regina Pingel; Mr. Jim Brodnick; Dr. Jaime Andrade; Dr. Stephanie Goble  
  
Administrators Present: Mr. Mike Spurlock – Superintendent; Dr. Brance Barker – Dean of Academics and Parent Programs  
  
Absent: Dr. Charlene Conner – Board Vice-Chairperson
- II. **Presentation of Robotics Project for FLL Competition** Mr. Brodnick 6:05  
A. 3 teams (RoboEagles, Thunder Snakes, and Lego Eagles) presented their projects for competition in order to receive maximum points at Regional Tournament.
- III. **Presentation by a local Dallas architect regarding zoning, site planning issues, and possible facility expansions** Mr. Calloway 6:30  
A. Mr. Calloway presented his ideas regarding facility expansions. The Board accepted his report. Mr. Calloway has 35 years of architect experience and his company is diversified in the areas of retail, education, office, multifamily, healthcare, etc. There are 16 seasoned employees on staff. Mr. Calloway provided a handout for all board members to review. The approximate cost to build a school is \$150 per square foot. Mr. Spurlock asked for a timeline, Mr. Calloway indicated that it would be approximately a year before building possibly earlier. Mr. Brodnick asked about the property north of the building. Mr. Calloway indicated it would need to be a small use project/building. Looking at purchasing the adjacent land is something to look into because it offers more flexibility in the future. Minimum for completion is about 2 years for a basic 2 story building.
- IV. **Approval of October Board Minutes (Action Item)** Dr. Estes 7:00  
**Motion to approve October Board Minutes**  
  
**Motion:**  
**Motion was seconded**  
**Decision: unanimously approved**  
\*NOTE: Approval was postponed until next meeting due to possible questions about the October minutes and the fact that the wrong set of minutes (Sept.) were printed for the Board packet of information.
- V. **Evaluate how well the UME Prep Board is governing** Dr. Estes 7:10  
A. **Presentation of annual Accounting Audit Performed by Sutton Frost Cary LLP Ms. Emily Hill** 7:15  
Ms. Hill presented information regarding the Accounting Audit and the Board accepted her report. The guidelines are from TEA and GAAP. When UME reaches \$500K in federal money grants we will have a more extensive audit. They just received feedback from TEA on the 2013 audit. Mrs. Hill will follow up with the clarifications requested by TEA at a later time. The first page of the affidavit needs to be signed by the board tonight. Yearly accounting kept on a cash basis, however right before audit it is converted to an accrual basis. On the budgetary comparison schedule they ask for variance explanation on anything over 10%.  
  
Dr. Estes confirmed that this audit was in accordance with TEA guidelines. He confirmed with Mrs. Hill that the board and school are in accordance with these guidelines. Mr. Spurlock noted that Websmart made the back office errors, it was not incurred as a result of our in house accounting department.  
**Motion to accept the Audit Report**  
  
**Motion: Rusty Grayson**  
**Motion was seconded**  
**Decision: unanimously approved**
- B. **Discussion and vote on new Parent Board Representative** Dr. Estes 7:45  
1. Denise McConnell  
  
Mr. Spurlock introduced Mrs. McConnell and Dr. Estes asked if there were any questions. Mrs. McConnell was recommended by the PAC on October 14, 2014 for the UME Board. Mrs. McConnell is completing Jim Brodnick's term. This will serve as her first term.  
  
**Motion to approve Denise McConnell as Parent Board Representative**  
  
**Motion: Donna Prince**

**Motion was seconded**  
**Decision: unanimously approved**

- C. Correction of prior months delineation of Board Terms (Information Only) Mr. Spurlock 7:55  
Mr. Spurlock referred to handout and it is corrected and in the current record.
- D. Determination of Board Training Date on April 25, 2015 with Dr. Carpenter Dr. Estes 8:00  
Dr. Estes presented the training date. No discussion followed.
- E. Determine the course of action for Expansion (Action Item) Dr. Barker 8:10
1. Board Resolution to Expand Geographic Boundary
    - a. Dr. Barker distributed the Board Governance Report. It is the next step for expansion. Once each board member signs their document a copy will be kept by Dr. Barker to be delivered to TEA and filed into the permanent Board file.

**Motion to sign Resolution requesting Expansion of Geographic Boundary from TEA**

**Motion: Regina Pingel**  
**Motion was seconded**  
**Decision: unanimously approved**

- VI. Review how well UME Prep is achieving academic excellence
- A. Review of October's enrollment and attendance Dr. Barker 8:25
1. Dr. Barker presented current Enrollment information and the Board accepted his report. Mrs. Pingel requested clarification on the numbers on the attendance report broken down by subject and grade.

- VII. Evaluate how well UME Prep is achieving cost containment
- A. Child Nutrition Audit Update Mr. Spurlock 8:30
1. Mr. Spurlock presented an update on the Child Nutrition Audit and the Board accepted his report. UME passed the Child Nutrition audit.

- B. Presentation of October's Financial Report (Action Item) Mr. Spurlock 8:35
1. Mr. Spurlock presented the October Financial information.

**Motion to approve October Financial Report**

**Motion: Jim Brodnick**  
**Motion was seconded**  
**Decision: unanimously approved**

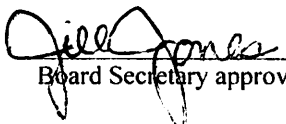
- VIII. Executive Session Dr. Estes 8:38
- A. Review of monthly utility expense allocation with The Verge Pastor G
1. The Board went into executive session to discuss negotiations with the Verge regarding their monthly expenses.

- IX. Other Business Dr. Estes 9:00

- X. Adjournment Dr. Estes 9:10

IF, DURING THE COURSE OF THE MEETING, ANY DISCUSSION ON ANY ITEM ON THE AGENDA SHOULD BE HELD IN EXECUTIVE OR CLOSED SESSION, THE BOARD WILL CONVENE IN SUCH EXECUTIVE OR CLOSED SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE CHAPTER 551.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on November 14, 2014 at the UME Preparatory Academy Campus.

  
Board Secretary approval

1-27-2015  
Date