



Giving every Galveston child the opportunity to soar

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**Moody Early Childhood Center**  
**BOD Minutes**  
**Friday, June 28, 2019**  
**1:00 p.m. in the Fox Room at Rosenberg Library**  
**2310 Sealy Street, Galveston, Texas 77550**

**In Attendance:**

Betty Massey, Jeri Kinnear, Weez Doherty, Angela Brown, Erica Adams (via Zoom),

**Absent:**

John Prochaska, and Renee Templer

**Staff:**

Karin Miller, Christina Wells

Ms. Massey called the meeting to order at 1:10pm welcoming Ms. Wells, the interim Business Manager, to MECC and to the meeting. On a motion from Ms. Doherty and a second by Ms. Kinnear, the minutes of the May 24, 2019 meeting were approved as distributed.

Ms. Brown and Ms. Wells then guided the board through the regular financial reports which were included in the board's packet. When they came to the scholarship fund, Ms. Brown stated that the Finance Committee recommended making advance quarterly transfers; there was no objection voiced by board members so beginning in the next fiscal year, that practice will be implemented.

Discussion of the operating account included the following information and action:

- a) Ms. Brown and Ms. Wells were authorized to meet with Moody Bank officials to establish a repayment schedule for the draw MECC has taken on its line of credit with a schedule that works for both MECC and the bank (if that schedule deviates from the range of \$8,000-10,000 a month, Ms. Brown will return to the board);
- b) Discussions with GISD are ongoing regarding transportation costs/possible state reimbursement and how that reimbursement is realized by MECC and operating expenses which may be eligible to be paid from the TEA 1882 implementation grant. Ms. Miller has established a monthly meeting schedule with GISD Assistant Superintendent for Business to help facilitate this communication;
- c) Ms. Wells has identified certain less than recommended accounting practices and is working with Ms. Miller and Ms. Brown to rectify these problems.

At this point, Ms. Massey asked the board if members were agreeable to adjourning to executive session to discuss personnel and real estate matters. No one objected, so at 1:35 pm Ms. Massey adjourned the meeting into executive session. The board adjourned executive session and returned to open session at 2:00pm.

On a motion from Ms. Brown and a second by Ms. Kinnear, the board instructed Ms. Miller to seek legal advice and then pursue recouping any and all money owed MECC.

Ms. Brown and Ms. Wells resumed financial reports with Ms. Brown making a motion which Ms. Kinnear seconded to hire Ham, Langston & Brezina, LLP to conduct the audit for 2018/19 fiscal year and to file the center's tax return for that same year. The motion passed unanimously.

Ms. Brown then stated that she and members of Finance Committee would like to hire Your Part-time Comptroller as the accounting firm for the upcoming fiscal year, but she felt there needed to be clarification on the scope of services. She, Ms. Wells, Ms. Miller and Finance Committee will pursue that and bring a recommendation to the July board meeting.

Ms. Massey suggested that Ms. Wells and Ms. Miller work on the 2019/20 operating budget and along with an organizational chart bring that information first to Finance Committee and then to the July board meeting. Ms. Massey suggested that Ms. Wells run a 2% and 3% raise scenario. Ms. Massey will ask Dr. Prochaska to help her complete an interim evaluation of Ms. Miller and return to the July meeting with that evaluation and a raise recommendation.

Finally, Ms. Brown stated that she, Ms. Miller and Ms. Wells need to do a little more work on the insurance package proposal which will be incorporated into the budget for 2019/20.

Ms. Massey then stated that she would like to cluster decision items:

- a) Ms. Miller presented the 2019/20 school year calendars. Ms. Brown made a motion to approve the calendars which Ms. Doherty seconded, and the board adopted unanimously.
- b) Ms. Miller presented an engagement letter for legal counsel with Thompson & Horton, L.L.P. one of the top law firms in the state dealing with public school issues. On a motion from Ms. Brown and a second by Ms. Kinnear, the engagement letter was approved.
- c) Ms. Miller then presented the agreement with GISD to operate PreK and kindergarten summer school; she explained that GISD has approved the agreement although it needs to be amended to include the correct number of teachers and aides. Pending that correction, on a motion from Ms. Kinnear and a second by Ms. Doherty, the board unanimously approved the Tors Summer Program MOU.
- d) Ms. Massey presented the MOU with Head Start which had been deferred at the June board meeting pending student recruitment. Head Start has not come forward with any students so on a motion from Ms. Brown and a second by Ms. Kinnear, the board voted to decline to sign the MOU for the 2019/20 school year. Ms. Miller will so inform Mr. Gerald Richards, Head Start Executive Director.

Ms. Adams reported that there is uncertainty on the impact HB3 will have on GISD and funding for PreK4 and PreK3. She advised the board to “stand by” while TEA works to clarify GISD’s (and many other districts), net increase in funding. Ms. Miller and Ms. Massey will continue to work with MAYA consulting to help resolve this issue and other surrounding HB3 funding.

With the exception of a few announcements by Ms. Miller, that concluded the business of the meeting. Ms. Massey adjourned the meeting at 3:00pm.