

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : September 30, 2020 (Wednesday)  
**Time** : 4:00 PM  
**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting was conducted by video conference in accordance with the governor's authorization concerning the suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board wasn't physically present at the registered office address. Neither was the presiding officer physically present there. Nevertheless, the meeting was available to the public via a link posted on our website. Please, access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

### 1) Welcome and call to order

The meeting was called to order at 4:05 PM. These are the minutes of the regular board meeting of the Royal School System (called the "foundation"), a non-profit corporation. This meeting was held on September 30, 2020, via ZOOM video conferencing.

### 2) Attendance of quorum

Dr. Kenneth Pascal, Mr. Benjamin Warren, Harriet Wasserstrum, and Dr. Abelardo Saavedra were present at the video conference. A quorum was present. Additionally, Soner Tarim was also in attendance.

### 3) Public comments

None.

### 4) Update on TEA Application Contingency Period for Charter Terms

Dr. Tarim explained the contingency process with TEA, and he also explained what items needed to be addressed within 60 days. He said that he would prepare and submit all items to TEA within 60 days.

No action is needed.

### 5) Update on Facility Search and Possible Site and Facilities

Dr. Tarim and Chair Warren talked about the available school sites on the south side of San Antonio, and they presented the strengths, weaknesses, timing, and costs of these four sites.

No action is needed.

### **6) Identification and Retaining Legal Representatives or Firms**

After discussion of work relationships of several legal firm options:

The motion was made by Dr. Saavedra, seconded by Ms. Wasserstrum to retain KBS Law firm to represent Royal Public Schools for general legal matters.

The motion was approved: Yes: 4      No: 0

Additionally, another motion was made by Ms. Wasserstrum, seconded by Dr. Saavedra to retain Hunton Andrews Kurth to represent Royal Public Schools for bond/finance-related matters.

The motion was approved: Yes: 4      No: 0

### **7) Review and Approval of a Lender for Facility Financing**

Chair Warren and Dr. Tarim presented the possibility of obtaining 100% financing with underwriters' help for our future school buildings. They explained several pros and cons of several firms.

### **8) Review and Obtaining Professional and General Liability Insurance**

Dr, Tarim mentioned that he was in the process of getting quotes from insurance companies to obtain officer and directors insurance. Upon completion of this process, he will present options to the Board.

### **9) Discussion and Retaining Fundraiser and/or Grant Writer**

It was suggested to work with grant writers in this early stage of the charter to obtain additional fundings from local and national funders. Dr. Tarim will reach out to several organizations and individuals to explore this possibility.

### **10)Hiring the CEO with Authority to Execute Daily Operations According to the Charter**

Chair Warren called the meeting to a closed session at 5:22 PM to discuss this item. The closed session was ended at 5:50 PM. In the open session, the motion was made by Dr. pascal, seconded by Harriet to hire Dr. Soner Tarim, the CEO of the Royal Public Schools, and also the chair will execute the CEO contract.

The motion was approved: Yes: 4      No: 0

### **11)Closing remarks and adjournment**

Chair Warren commented on the importance of this Board continuing to promote educational opportunities for students actively.

The motion made by Dr. Pascal, seconded by Dr. Saavedra, to adjourn the meeting.

The motion was approved: Yes: 4      No: 0

The meeting ended at 6:09 PM.

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : December 8, 2020 (Tuesday)

**Time** : 4:00 PM

**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting was conducted by video conference in accordance with the governor's authorization concerning the suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board wasn't physically present at the registered office address. Neither was the presiding officer physically present there. Nevertheless, the meeting was available to the public via a link posted on our website. Please, access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

### 1) Welcome and call to order

The meeting was called to order at 4:05 PM. These are the minutes of the regular board meeting of the Royal School System (called the "foundation"), a non-profit corporation. This meeting was held on December 8, 2020, via ZOOM video conferencing.

### 2) Roll Call

Board members Ms. Cariño Cortez, Dr. Kenneth Pascal, Mr. Benjamin Warren, Ms. Harriet Wasserstrum, and Dr. Abelardo Saavedra were present at the video conference. A quorum was present. Additionally, Dr. Soner Tarim, Ms. Nancy Li and Attorney Ellen Spalding were also in attendance.

### 3) Public comments

None.

### 4) Approval of Previous Meeting Minutes (9/30/2020)

Dr. Tarim presented the minutes of the last meeting. Harriet Wasserstrum moved to approve. Abelardo Saavedra seconded.

The motion was approved: Yes 5 No: 0

### 5) Update on TEA Application Contingency Period for Charter Terms

Dr. Tarim explained the contingency process with TEA, and he also explained what items needed to be addressed within 60 days. All items were submitted on time. Now, awaiting official signed contract from the TEA.

## **6) Approval of Bylaws First Amendment**

An amendment to the bylaws regarding the TEA Commissioner's approval was presented to the Board members by Dr. Tarim. After a short discussion, Abelardo Saavedra made a motion to approve. Harriet Wasserstrum seconded the motion.

The motion was approved: Yes: 5 No: 0

### **CLOSED SESSION:**

The Board entered closed session at 5:36 PM.

## **7) Update on Facilities (Executive Session)**

After several months of searching school facility sites, Dr. Tarim and Chair Warren spoke about the available school sites on the south side of San Antonio. They presented the strengths, weaknesses, timing, and costs of two viable sites: a former Walmart, and a current charter school. Financial, locational, and dimensional details were described. Dr. Tarim and Mr. Warren will continue with negotiations to finalize a suitable site. And they will bring a draft copy of a purchase agreement to the Board for final approval. No action is needed.

## **8) Update on Financing for lease and/or purchase (Executive Session)**

Dr. Tarim and Chair Warren have been working with the underwriter (DA Davidson) to secure financing. Royal is seeking 100% financing with the possibility of eventually refinancing within 5 years through the Permanent School Fund. No action is needed.

## **9) Review and Approval PR/Marketing and Branding Proposals (Executive Session)**

In a closed session, the board discussed pros and cons of four proposals that were submitted for branding and marketing work for the first Royal campus. Strengths and weaknesses of each proposal were presented for side-by-side comparisons. No action was taken during the closed session.

## **10) CEO Contract Status and Update (Executive Session)**

General terms of the CEO contract was discussed in the closed session. The Chair Warren will work with the school attorney to finalize details and bring them back to the Board for approval.

### **CLOSED SESSION ENDED:**

The Board ended closed session at 6:11 PM.

**Approval of Item-9):** Abelardo Saavedra made a motion to authorize Dr. Tarim to proceed in negotiating terms and signed contract with Deutser to do branding and marketing work. Harriet Wasserstrum seconded the motion. The motion was approved: Yes: 4 No: 0 (Ms. Cortez was absent).

## **11) Closing remarks and adjournment**

Chair Warren restated that the terms for the facility and CEO contract will be brought back for consideration by the Board. In the interest of maintaining progress, Chair Warren said there may be a need for a special Board meeting to expedite the approval process.

The meeting ended at 6:15 PM.

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : January 27, 2021 (Wednesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting will be conducted by video conference in accordance with the governor's authorization concerning the suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board will not be physically present at the registered office address. Neither will the presiding officer physically present there. Nevertheless, the meeting will be open to the public. Please access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

*Executive Session (Authorization): Closed Session for Any and All Reasons Permissible by Texas Law, including, but not limited to, Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.083, 551.084, pertaining to any item listed on this agenda, as permitted by applicable law.*

### 1. Welcome and call to Order

The meeting was called to order at 12:04 PM. These are the minutes of the regular board meeting of the Royal School System (called the "foundation"), a non-profit corporation. This meeting was held on January 27, 2021, via ZOOM video conferencing.

### 2. Roll Call

Board members Ms. Carino Cortez, Mr. Benjamin Warren, Ms. Harriet Wasserstrum, Dr. Abelardo Saavedra, Dr. Kenneth Pascal, and the CEO Dr. Soner Tarim were present at the video conference. Additionally, Ms. Nancy Li was in attendance as a guest.

### 3. Public Comments

None

### 4. Approval of Previous Meeting Minutes (December 8, 2020)

Dr. Tarim presented the minutes of the last meeting. Harriet Wasserstrum moved to approve. Abelardo Saavedra seconded.

The motion was approved: Yes: 5 No: 0

### 5. Update on TEA Application Contingency Items for Charter Contract

Dr. Tarim talked about the additional request from TEA to complete contingencies. He said that all items were submitted and waiting to hear from TEA for final signature.

### 6. Update of Charter School Start-up Grant

Dr. Tarim described the grant of \$900,000 from April 1, 2021 to July 31, 2023. TEA approval is expected in April 2021. Dr. Tarim was confident that the TEA will approve the start-up grant.

## **7. Update on PR/Marketing and Branding**

The branding company conducted two workshops to finalize brand strategies for Royal. Dr. Tarim described the process, and Mr. Warren told the expected outcomes.

## **8. Update on HR and Enrollment**

We are currently seeking a Principal and Secretary. Dr. Tarim will provide the Board the job descriptions and described current public postings. Regarding enrollment, advertising the school cannot begin until facility agreements are finalized.

## **9. Activating Board Committees**

The Board Members discussed the committee structure. In response to a question, the Board can add new members drawn from the Advisory Committee or the community. The Facility and Finance Committees are already active. The idea was to make sure all three board committees are active and functioning.

## **10. Consider and Take Action to Approve Board Meeting Calendar**

Based on the survey among board members, the second Tuesday of each month at noon seemed the best time to meet for the Royal Board meeting to have full participation. Benjamin Warren moved to approve. Abelardo Saavedra seconded.

The motion was approved: Yes: 5 No: 0

**- CLOSED SESSION STARTED:** The Board entered a closed session at 12:46 PM.

## **11. Consider and Take Action on Approval of Real Estate Purchase and Lease Agreements (Executive Session)**

Dr. Tarim presented the details of the proposed facility then exited from the ZOOM room at 1:12 PM.

## **12. Consider and Take Action to Approval of CEO Contract (Executive Session)**

The contract was prepared by the legal counsel and Chair Benjamin Warren presented every element of the CEO contract to other board members.

**- CLOSED SESSION ENDED:** The Board ended the closed session at 1:21 PM.

**Approval of Item #11:** Abelardo Saavedra moved to approve the real estate purchase agreement as presented. Harriet Wasserstrum seconded.

The motion was approved: Yes: 5 No: 0

**Approval of Item #12:** Abelardo Saavedra moved to approve. Harriet Wasserstrum seconded.

The motion was approved: Yes: 5 No: 0

## **13. Closing Remarks and Adjournment**

Chair Warren made several comments about the journey to get to this point and the exciting challenges ahead. Harriet Wasserstrum made a motion to adjourn the meeting. Carino Cortez seconded.

The motion was approved: Yes: 4 No: 0

**The meeting ended at 1:29 PM**

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : February 23, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting will be conducted by video conference in accordance with the governor's authorization concerning suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board will not be physically present at the registered office address. Neither will the presiding officer physically present there. Nevertheless, the meeting will be open to the public. Please access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

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### 1. Welcome and call to Order

The meeting was called to order at 12:02 PM by Chair Benjamin Warren. These are the minutes of the special board meeting of the Royal School System (called the "foundation"), a non-profit corporation. This meeting was held on February 23, 2021, via ZOOM video conferencing.

### 2. Roll Call

Board members Ms. Carino Cortez, Mr. Benjamin Warren, Ms. Harriet Wasserstrum, Dr. Kenneth Pascal, and the CEO Soner Tarim were present at the video conference. Additionally, Mr. Tom Sage, Mr. Ryan Bradshaw, and Mr. Clay Holland of HUNTON Law Firm, Ms. Brenna Broom of Deutser, and Ms. Nancy Li were in attendance.

### 3. Public Comments

None

- **CLOSED SESSION STARTED:** The Board entered a closed session at 12:14 PM.

4. **Consider and take action on approval of the resolution of the board of directors the Royal School System authorizing a borrowing from a higher education finance corporation to finance and refinance educational facilities; approving the issuance of bonds; delegating authority to approve the terms of the bonds, effect the sale, issuance and delivery of bonds and execute and deliver certain documents related thereto; and containing other matters related thereto (Executive Session).**

- **CLOSED SESSION ENDED:** The Board ended closed session at 12:24 PM.

**Approval of Item #4:** Ms. Harriet Wasserstrum made a motion to approve the resolution. Ms. Cariño Cortez seconded.

The motion was approved by a roll call vote: **Yes: 5 No: 0**

**5. Closing Remarks and Adjournment**

Chair Warren closed the meeting recognizing the tremendous amount of work by board members and the respective roles of supporting team members to get to today's resolution. He mentioned there would need to be another Board Meeting next Tuesday, March 2, 2021, at noon.

With no further questions or comments, the meeting ended at 12:32 PM.

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : March 2, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting will be conducted by video conference in accordance with the governor's authorization concerning suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board will not be physically present at the registered office address. Neither will the presiding officer physically present there. Nevertheless, the meeting will be open to the public. Please access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

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### 1. Welcome and Call to Order

The meeting was called to order at 12:05 PM by Chair Benjamin Warren. These are the minutes of the regular board meeting of the Royal School System (called the "foundation"), a non-profit corporation. This meeting was held on March 2, 2021, via ZOOM video conferencing. The Chair noted how far we have progressed, and we can look forward with excitement.

### 2. Roll Call

Board members Mr. Benjamin Warren, Ms. Harriet Wasserstrum, and Dr. Kenneth Pascal were present at the video conference. Additionally, Dr. Soner Tarim was in attendance.

### 3. Public Comments

None

### 4. CEO Report

Dr. Tarim stated that there would be an update at every board meeting. He said every meeting would begin with the Royal mission and vision statements.

He reviewed several tasks to be completed, including cleaning and painting the exterior masonry of the main building; putting in a drop-off drive in front of the main building; furniture purchases; and other finishing touches before school opening.

During the meeting, Dr. Tarim provided a \$5.9 million appraisal of the facility and grounds by CBRE. This appraisal was in addition to 421 pages of documents supplied to the Board in advance.

Other items discussed were campus name options, insurance needs, purchasing furniture, identifying a School Information System, Dr. Tarim's submission of an e-grant application, and a detailed start-up timeline for the school opening the last week in August.

As part of the PR/Marketing/Logo update, there will be an additional expense with the Deutser group for social media marketing and Search Engine Optimization.

#### **5. Consider and Take Action on Approval of Charter Contract with TEA**

Dr. Tarim provided a copy of the charter agreement that was received from TEA. After a brief review, Harriet Wasserstrum made a motion to approve the contract. Dr. Ken Pascal seconded.

The motion was approved: Yes: 3 No: 0

- **CLOSED SESSION STARTED:** The Board entered a closed session at 12:52 PM.

#### **6. Consider and Take Action on Providing Notice to the Seller Waiving Due Diligence Contingencies (Executive Session)**

To expedite the closing timeline, it was necessary to waive the due diligence after all required documents obtained good conditions.

#### **7. Review Plan and Time Line for Public Announcement about Facility Purchase and Current Operator Location Closure (Executive Session)**

In the closed session, the proposed facility purchase timeline and public announcement timeline were discussed.

- **CLOSED SESSION ENDED:** The Board ended the closed session at 1:01 PM.

**Approval of Item #6:** Harriet Wasserstrum made a motion to waive the due diligence period. Dr. Ken Pascal seconded.

The motion was approved: Yes: 3 No: 0

#### **8. Closing Remarks and Adjournment**

Chair Warren closed the meeting by noting how rare it was to start a charter with approval for four schools and secure 100% financing. He mentioned the next board meeting would be on April 13, 2021, at noon.

With no further questions or comments, Harriet Wasserstrum made a motion, and Dr. Pascal seconded without objection the meeting ended at 1:02 PM.

# BOARD MEETING MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : April 13, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

Due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, this meeting will be conducted by video conference in accordance with the governor's authorization concerning suspension of certain open meeting law requirements for Covid-19 Pandemic. A quorum of the Board will not be physically present at the registered office address. Neither will the presiding officer physically present there. Nevertheless, the meeting will be open to the public. Please access this agenda via the Royal Public School website as the time of the meeting approaches.

## BOARD AGENDA ITEMS & MEETING MINUTES

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#### 1. **Welcome and Call to Order**

Chair Benjamin Warren called the meeting to order at 12:02 PM.

#### 2. **Roll Call**

Board members in attendance were Dr. Kenneth Pascal, Dr. Abelardo Saavedra, Ms. Harriet Wasserstrum, and Mr. Benjamin Warren. In addition, the CEO, Dr. Soner Tarim and Ms. Nancy Li-Tarim were present.

#### 3. **Public Comments**

None.

#### 4. **Approval of Previous Board Meeting Minutes**

The minutes of January 27, 2021, February 23, 2021, and March 2, 2021 were reviewed and approved. Harriet Wasserstrum moved to approve, and Abelardo Saavedra seconded.

The motion was approved. Yes: 4 No: 0

#### 5. **Marketing, Advertisement, and Community Outreach Update**

CEO Soner Tarim reported the Royal Public Schools Web site would be completed in the next 48 hours. He said the two most time sensitive goals were student enrollment and hiring the school team. He mentioned priority actions being taken to reach those goals.

**6. Enrollment Update**

To date, there have been 26 registrations online. To reach a target of 288 enrollments, it is anticipated that 500 online registrations will be called for.

**7. Facility and Remodeling Update**

Two main efforts are underway. First, to change the building windows. Second, to redo the bathrooms on the first floor. The entire facility will be cleaned, and new fencing installed.

**8. Human Resource Update**

Priority efforts given to hiring a principal, teachers, custodial and kitchen staff. Departing New Frontier staff include a highly experienced chef, and chief custodian. Interviews are being conducted. A temporary Student Outreach Coordinator from south San Antonio with charter school experience has been hired. Part-time Student Ambassadors will be hired for the summer.

**9. School Opening Timeline and Ribbon Cutting Event**

On June 3, 2021, there will be a lottery drawing to randomly select 288 students from the pool of 500 or more. The lottery will be held in a large auditorium. There will be a celebration of the 100<sup>th</sup> anniversary of the building in June 2021. Also, there will be a ribbon cutting ceremony in October.

**10. Closing Remarks and Adjournment**

Chairman Warren Benjamin thanked CEO Tarim for around the clock efforts and progress on the major items on today's agenda. Abelardo Saavedra made a motion to close the meeting and Harriet Wasserstrum seconded.

The motion was approved. Yes: 4 No: 0

The meeting ended at 1:17 PM.

# PUBLIC NOTICE OF MEETING AGENDA

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : May 11, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

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## AGENDA ITEMS

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1. **Welcome and Call to Order**

Chair Benjamin Warren called the meeting to order at 12:03 PM.

2. **Roll Call**

Board members in attendance were Dr. Kenneth Pascal, Dr. Abelardo Saavedra, Ms. Harriet Wasserstrum, and Mr. Benjamin Warren. In addition, the CEO, Dr. Soner Tarim was present.

3. **Public Comments**

None.

4. **Approval of Previous Board Meeting Minutes**

The minutes of April 13, 2021 were reviewed and approved. Harriet Wasserstrum moved to approve, and Abelardo Saavedra seconded.

The motion was approved. Yes: 4 No: 0

5. **CEO Report**

Dr. Soner Tarim started with the school's mission statement followed by comments on enrollments and marketing efforts. He said that the goal was to enroll 288 students. However he added that our target application number is estimated to be 500. As of today, there are 96 applicants. If by June 3<sup>rd</sup> there are more than 288 applications, a lottery open to the public will be held. Applicants not selected in the lottery will be placed on a wait list. Marketing efforts include table set-ups, block walking, a 90-second video, social media, and student ambassadors assigned to targeted locations from 4-7 PM.

Dr. Tarim also covered grant funding sought and received from E-rate, Charter School Growth Fund, and Choose to Succeed. He described acquiring furniture and building construction over next two months.

**6. Consider and take action on approval of resolution to provide CEO authority to execute contracts on behalf of the organization.**

A resolution was discussed to give the CEO to authority to execute purchase and contracts on behalf of the board up to certain amount listed in the resolution. Harriet Wasserstrum moved to approve the resolution, and Ken Pascal seconded.

The motion was approved. Yes: 4 No: 0

**7. Consider and take action on approval of interlocal agreement with TIPS Cooperating Purchasing Network.**

Dr. Saavedra and Dr. Tarim described the benefits of being part of purchasing network and how it could save time and money for the school. Harriet Wasserstrum moved to approve, and Ken Pascal seconded.

The motion was approved. Yes: 4 No: 0

**8. Consider and take action on approval of architectural services.**

Dr. Tarim provided RFQ results for the architectural services. He said that he advertised the RFQ on our website for two weeks to receive proposals. He said that he received only one proposal to get the work done within 2 months. Due to limited time, he requested the board to approve proposed RFQ. Harriet Wasserstrum moved to approve, and Ken Pascal seconded.

The motion was approved. Yes: 4 No: 0

**9. Consider and take action on approval of demolition services.**

At the time of the deadline, there was no proposal was received. Therefore, this motion was tabled.

**10. Consider and take action on remodeling services.**

Dr. Tarim provided RFQ results for the remodeling services. He said that he advertised the RFQ on our website for two weeks to receive proposals. He said that he received only one proposal. Due to limited time, he requested the board to approve proposed RFQ. Dr. Saavedra moved to approve the proposal, and Harriet Wasserstrum seconded.

The motion was approved. Yes: 4 No: 0

**11. Consider and take action on Special Education services.**

Dr. Tarim proposed to engage a third-party entity to handle Special Education services. As a result, we received one qualified bid proposal. Harriet Wasserstrum moved to approve, and Ken Pascal seconded.

The motion was approved. Yes: 4 No: 0

**12. Closing remarks and adjournment.**

Chairman Benjamin Warren thanked the board members for their participation. Today's full agenda is evidence of both progress and work to be done. Unanimous agreement there was no further business. Meeting ended at 1:30 PM.

# PUBLIC NOTICE OF MEETING AGENDA

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : June 8, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

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## AGENDA ITEMS

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1. **Welcome and Call to Order**

The meeting was called to order at 12:07 PM by Chair Benjamin Warren.

2. **Roll Call**

Board members Mr. Benjamin Warren, Ms. Harriet Wasserstrum, Dr. Abelardo Saavedra, and Dr. Kenneth Pascal were present at the video conference. Additionally, CEO Soner Tarim, was in attendance.

3. **Public Comments**

None.

4. **Approval of Previous Board Meeting Minutes**

The minutes of May 11, 2021, were reviewed and approved. Harriet Wasserstrum made a motion to approve, and Dr. Abelardo Saavedra seconded.

The motion was approved. Yes: 4 No: 0

5. **CEO Report**

Dr. Soner Tarim started with the school's mission statement followed by comments on enrollments and marketing efforts using a variety of targeted outreach strategies, current applicant interest indicates we are on a pace to reach our goal of 288 starting students. For staffing, a principal, special education coordinator, operations manager as well as art and music specialists have been successfully recruited. Still recruiting twelve teachers, mostly bilingual. A major grant has been awarded. August 9, 2021 remains the official school start date.

Dr. Tarim also covered grant funding sought and received from various organizations. He described acquiring furniture and building construction over next two months.

**6. Consider and take action on approval demolition services**

Demolition is still within budget. Abelardo Saavedra made a motion to approve, and Kenneth Pascal seconded.

The motion was approved. Yes: 4 No: 0

**7. Closing remarks and adjournment.**

Hearing no additional comments, Chair Warren thanked the board members for their participation and ended the meeting at 1:25 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : July 13, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

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## MINUTES

### 1. **Welcome and Call to Order**

Chairman Benjamin Warren called the meeting to order at 12:06 PM and greeted the participants.

### 2. **Roll Call**

Board members Ms. Corina Cortez, Dr. Kenneth Pascal, Dr. Abelardo Saavedra, Ms. Harriet Wasserstrum, and Chairman Benjamin Warren were joined by Dr. Soner Tarim, CEO.

### 3. **Public Comments**

None.

### 4. **Approval of Previous Board Meeting Minutes**

The minutes of June 8, 2021, were reviewed and approved. Harriet Wasserstrum made a motion to approve, and Dr. Abelardo Saavedra seconded.

The motion was approved. Yes: 5 No: 0

### 5. **CEO Report**

Dr. Soner Tarim gave detailed updates on enrollment, construction, and staffing. Enrollment targets with a goal of 24 students per class, the sections for each grade will be determined by the actual enrollment distribution. Projections for the first day of classes remain on track. He talked about the construction efforts in progress, including the front drive, window orders, fence work, bathroom upgrades, and marble tiles on the first floor. The top priority is finishing the K-2 space for immediate use on the first day of class. Teachers' training and PD have already begun, and Chair Warren commended the early priority on establishing a shared culture. Dr. Tarim noted the approval of a grant from the Charter School Growth Fund.

### 6. **Consider and take action on approval textbook materials**

Dr. Tarim presented a list of the proposed textbooks to be approved for the upcoming school years. He said that all these textbooks from the TEA's adopted list and 100% TEKS aligned.

Board members discussed the pros and cons of various books. Dr. Tarim stated that every student would be provided a computer that will allow access to reading material from home. A motion to approve was made by Harriet Wasserstrum and seconded by Abelardo Saavedra.

The motion was approved. Yes: 5 No: 0

7. **Closing remarks and adjournment.**

Chair Warren thanked the Board members for support and guidance and Dr. Tarim for his leadership in starting a new school. The meeting ended at 1:03 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : August 17, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

(Click to join the meeting or copy and paste to your web browser)

**Meeting ID: 854 135 9914**

**Passcode: royal**

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## MINUTES

### 1. Welcome and Call to Order

Chairman Benjamin Warren called the meeting to order at 12:03 PM. He noted unforeseen challenges, creation of a family culture, and movement toward something special.

### 2. Roll Call

Board members Ms. Corino Cortez, Dr. Kenneth Pascal, Dr. Abelardo Saavedra, Ms. Harriet Wasserstrum, and Chairman Benjamin Warren were joined by Dr. Soner Tarim, CEO, and Nancy Li-Tarim.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (July 13, 2021)

A motion to approve was made by Harriet Wasserstrum and seconded by Abelardo Saavedra. Approved unanimously.

### 5. CEO Report

Dr. Tarim began with the mission statement. The Board was then shown photographs of bright classrooms, artwork around school, spacious hallways with newly painted ceilings, new classroom windows, and redone bathrooms with marble. Construction was not completed on the front driveway and ornamental fence. Moving from construction to enrollment, 112 students attended the first day of school. The 112 does not include 44 who intended to enroll and 10 students with Covid. With a start goal of 288 students, efforts continue to finish closer to the target enrollment. A suggestion was made that newspapers, radio and other mass media might quickly get the message out about available spaces. The lower number of starting students will result in a reduction of state funding. Dr. Tarim has applied for grants which should offset the reduction in state funding. In a response to a question about the pandemic, Dr. Tarim stated that all Royal staff members have been vaccinated, and there is Covid testing at the school. The CEO concluded by reporting that fifty students participated in the after-school program.

**6. Consider and Take Action on Approval Wellness and Nutrition Policy**

A sample policy was shared with the Board. The actual policy will be longer, add details about Covid, and reviewed by a lawyer. A motion to approve was made by Harriet Wasserstrum and seconded by Abelardo Saavedra. Approved unanimously.

**7. Consider and Take Action on Cooperative Purchasing Agreement**

A motion to approve was made by Harriet Wasserstrum and seconded by Abelardo Saavedra. Approved unanimously.

**8. Consider and Take Action on CEO Contract Amendment (Executive Session)**

An increase in rental allowance amount was discussed in the closed session per month for CEO's rent in San Antonio was proposed by the Chair. This expense will be reviewed at the annual CEO evaluation. A motion to approve was made by Harriet Wasserstrum and seconded by Abelardo Saavedra. Approved unanimously.

**9. Discussion about Board Training Calendar**

Twelve hours of continuing education must be completed by each Board member in 2021. If attending a conference in one of 6 approved content areas, a Board member's registration, travel, meal and lodging expenses will be covered. Dr. Tarim is to provide Board members with dates and topics of learning opportunities, including online.

**10. Closing Remarks and Adjournment**

Chair Warren thanked the Board members and CEO for contributions to an exciting start of the school year. The meeting ended at 1:19 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : September 22, 2021 (Wednesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

(Click to join the meeting or copy and paste to your web browser)

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**Passcode: royal**

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## MINUTES

### 1. Welcome and Call to Order

Chairman Benjamin Warren called the meeting to order at 12:04 PM. He noted that the first Royal School year was off to a positive start and acknowledged there were enrollment challenges.

### 2. Roll Call

Board members Ms. Cariño Cortez, Dr. Kenneth Pascal, Dr. Abelardo Saavedra, Ms. Harriet Wasserstrum, and Chairman Benjamin Warren were joined by Dr. Soner Tarim, CEO, Nancy Li-Tarim, and Allan Smith from Deutser.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (August 17, 2021)

A motion to approve was made by Harriet Wasserstrum and seconded by Ms. Cariño Cortez. Approved unanimously.

### 5. CEO Report

Dr. Tarim began with the mission statement. The Board was informed enrollment was at 112. The school will continue to enroll students. Chair Warren asked about the prospect for mid-year enrollments. Dr. Pascal cited enrollments were down 20 percent at many schools due to the pandemic. In this very atypical year, he recommended that active recruitment continue from this point forward as parents return to work and children to schools. Related to growing enrollments next August, Dr. Tarim is exploring adding 3rd, 4th and possibly 5th grades. Turning to construction, the front driveway was approved by the city, and a digital sign is to be mounted

**6. Consider and Take Action on Local Marketing and Communication Company**

Five companies were reviewed prior to the Board meeting. Documents for two were discussed. After reviewing several factors, MVW Communications was recommended. Starting as soon as feasible, and no later than December, MVW Communications would be phased in and Deutser phased out to maintain continuity and avoid duplication. A motion to approve was made by Dr. Abelardo Saavedra and seconded by Ms. Harriet Wasserstrum. Unanimously approved (minus Ms. Cortez who had left the meeting).

**7. Update and Presentation of Royal Way Book**

Allan Smith of Deutser presented the completed Royal Way Book. It summarizes the culture and intentionality of what it means to be part of Royal Public Schools. It can be used for various purposes depending on how far you want to take this.

**8. Consider and Take Action on Evaluation Metrics for the CEO (Executive Session)**

Chair Warren led a discussion on a proposed evaluation tool. Suggestions were made. Chair Warren asked that recommendations be sent to him by this Friday to be included in the final version.

**9. Discussion on Official School Opening**

Thursday, November 18, was the date to save on Board member and guest calendars to be in San Antonio in the afternoon.

**10. Discussion on Texas Charter School Conference**

To be held in Dallas, October 27 to 29, Board members were invited to attend as part of twelve hours state continuing education requirement for 2021. Expenses will be covered if able to participate. An online registration option is available. Dr. Tarim is the Royal contact and will keep the Board informed about continuing education opportunities.

**11. Closing remarks and adjournment**

Chair Warren thanked the Board members and CEO for their participation. The meeting ended at 1:35 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : October 12, 2021 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

(Click to join the meeting or copy and paste to your web browser)

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## AGENDA ITEMS

***Executive Session (Authorization):** Closed Session for Any and All Reasons Permissible by Texas Law, including, but not limited to, Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.083, 551.084, pertaining to any item listed on this agenda, as permitted by applicable law.*

### 1. Welcome and Call to Order

The meeting began at 12:11 PM with a greeting by Chair Warren.

### 2. Roll Call

Board members Benjamin Warren, Harriet Wasserstrom and Ken Pascal were joined by the Royal CEO, Dr. Soner Tarim.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (September 22, 2021)

The date for the school opening ceremony was corrected to read November 18, 2021.

A motion to approve was made by Harriet Wasserstrom and seconded by Ken Pascal. It was passed unanimously.

## **5. CEO Report**

Dr. Tarim stated the enrollment remained between 110 and 112. There are currently 48 students in kindergarten, 29 in first grade, and 35 in second grade. The front driveway is not finished, but parents are able to drive from the back parking lot to a point near the front of the cafeteria. Dr. Tarim gave several updates. On October 15 there will be a Robotics and Art Show. On October 28 there will be a pumpkin carving with parents. On November 3 and 4 there will be a T.E.A. onsite visit. The enrollment and marketing campaign is ongoing.

## **6. Consider and Take Action on Evaluation Metrics for the CEO (Executive Session)**

No closed session took place. The Chair Warren tabled this item indicating he would convene the Governance Committee later this week or early next. Dr. Pascal and he were to confer and produce an evaluation process that was “simple and workable.” A motion to approve was made by Harriet Wasserstrom and seconded by Ken Pascal. It was passed unanimously.

## **7. Discussion on Official School Opening**

Board members were invited and encouraged to be present on the afternoon of November 18th for a very special occasion including students, parents, teachers, staff, and community leaders.

## **8. Discussion on Texas Charter School Conference**

From October 27 to 29 there will be the Texas Charter School Conference in Dallas (or online) with offerings which can support Board members meeting their 12 hours per year continuing education requirement.

## **9. Closing Remarks and Adjournment**

The meeting ended at 1:20 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : November 19, 2022 (Friday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

(Click to join the meeting or copy and paste to your web browser)

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## AGENDA ITEMS

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### 1. Welcome and Call to Order

Benjamin Warren, the Chair, called the meeting to order at 12:06 PM.

### 2. Roll Call

Board members Benjamin Warren, Harriet Wasserstrum and Dr. Abelardo Saavedra were present at the meeting. Additionally, the Royal CEO, Dr. Soner Tarim was also present.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (October 12, 2021)

The chair asked board members to review the October 12, 2021 meeting minutes one more time and make a motions to approved if there was no questions and concerns. Ms. Harriet Wasserstrum made a motion and seconded by Dr. Saavedra to approve the minutes. The minutes were approved unanimously.

## **5. CEO Report**

Dr. Tarim talked about TEA onsite visit. He said that overall, the visit went well and completed successfully. Dr. Tarim also provided information about Royal enrollment, attendance, and the current state of the school. Dr. Tarim gave several updates regarding school activities involving students, parents, and faculty.

## **6. Consider and Take Action on FERPA Policy**

Dr. Tarim mentioned that there are multiple policies to be approved in this meeting to comply and run organization effectively. He then provided copies of the policies. The first one is the FERPA policy that was prepared an outside law firm. He requested that this policy to be approved. Dr. Saavedra made a motion and Ms. Wasserstrum seconded. The motion was approved unanimously.

## **7. Consider and Take Action on Attendance Manual**

Dr. Tarim mentioned provided a copy of the Attendance Manual to be approved. After careful review and consideration, Dr. Saavedra made a motion and seconded by Ms. Wasserstrum. The motion was approved unanimously.

## **8. Consider and Take Action on Staff and Student Handbooks and Manuals**

The Staff and Student Handbooks were provided prior to the meeting like all other policy handbooks. After review of these handbooks, Dr. Saavedra made a motion and seconded by Ms. Wasserstrum. The motion was approved unanimously.

## **9. Consideration and Take Action on Board Policies**

All board policies were provided for review prior to the meeting. After review, Dr. Saavedra made a motion and seconded by Ms. Wasserstrum. The motion was approved unanimously.

## **10. Consider and Take Action on Board Fiscal Manual**

Dr. Tarim talked about the importance of the Board Fiscal Manual. He said that he works with the Region 20 to handle all of the accounting and finance matters. After careful review, Ms. Wasserstrum made a motion, it is seconded by Dr. Saavedra. The motion was approved unanimously.

## **11. Consider and Take Action on Budget Amendment**

Dr. Tarim said that the budget amendment was necessary. Since the enrollment was lower than the expected we had to make up the differences with philanthropic support. There were several questions about food service, counseling services, and instructional expenses. Dr. Tarim said that some of the funding was moved among function codes. After careful consideration, Ms. Wasserstrum made a motion, seconded by Dr. Saavedra to approve the budget amendment. The motion was approved unanimously.

**12. Consider and Take Action on Board Meeting Calendar**

Adaption of board calendar was discussed to see what the best time would be to meet to increase stakeholder participation. Mr. Warren proposed to have at least a quarterly meeting that meets at 5 PM of the day. No action was taken at this time, the item was tabled to the next meeting.

**13. Closing Remarks and Adjournment**

The meeting ended at 1:03 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : January 11, 2022 (Tuesday)  
**Time** : 12:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

(Click to join the meeting or copy and paste to your web browser)

**Meeting ID: 854 135 9914**

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## AGENDA ITEMS

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### 1. Welcome and Call to Order

The meeting began at 12:08 PM with a greeting by Chair Warren.

### 2. Roll Call

Board members Benjamin Warren, Cariño Cortez, Harriet Wasserstrum and Dr. Abelardo Saavedra were joined by the Royal CEO, Dr. Soner Tarim.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (November 19, 2021)

This item was postponed because the minutes were not ready at the time of the meeting.

### 5. CEO Report

Dr. Tarim provided information about Royal enrollment, attendance, and the current state of COVID related matters. Dr. Tarim gave several updates regarding school activities involving students, parents, and faculty.

**6. Consider and Take Action on Approval of Special Education Coop. Agreement**

No closed session took place. Dr. Tarim proposed to change Special Education Service provider company due to high cost. He proposed that Royal participate in the San Antonio Sp. Ed. Coop services. He provided a copy of the agreement. After a review, motion was made by Dr. Saavedra and seconded by Harriet Wasserstrum. It was passed unanimously.

**7. Consider and Take Action on Approval of Board Meeting Calendar**

Dr. Tarim prepared a list that consisted of Board meeting dates. As usually, he proposed to continue to hold board meetings on the second Tuesday of each month unless there is a conflict. Benjamin proposed to have a quarterly 5 PM meetings to increase stakeholder and parent participation. Based on this recommendation, a list of dates was prepared and submitted to approval. A motion was made by Dr. Saavedra and seconded by Harriet Wasserstrum. The motion was approved unanimously.

**8. Consider and Take Action on Board Training Date(s)**

As part of a TEA requirement, Dr. Tarim said that all members must complete 12 hours board training in one calendar year. He said that if decided a date he could hire a consultant to provide training. Everyone was available on February 19, 2022 to have the board training. A motion was made by Dr. Saavedra and seconded by Harriet Wasserstrum. The motion was approved unanimously.

**9. Consideration or Nomination of a New Board Member**

Benjamin reminded that since the departure of one of our board members, we are actively seeking candidates to fill the fifth spot. After careful considerations, Benjamin proposed Ray Tijerina as the fifth member of Royal Public Schools. Everyone felt that he could be a good candidate. Benjamin said that he would like to have a meeting before the next meeting so that he can be fully nominated to the board.

**10. Closing Remarks and Adjournment**

The meeting ended at 1:09 PM.

# PUBLIC NOTICE OF MEETING AGENDA & MINUTES

## THE ROYAL SCHOOL SYSTEM

### Board of Directors Regular Board Meeting

**Date** : March 15, 2022 (Tuesday)  
**Time** : 5:00 PM  
**Location** : Online Zoom Meeting

<https://us04web.zoom.us/j/8541359914?pwd=VzFLYkN3OEFncjBFU2hLNTRDNFhaZz09>

Meeting ID: 854 135 9914

Passcode: royal

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## AGENDA ITEMS

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### 1. Welcome and Call to Order

The Chair, Benjamin Warren, started the meeting with welcoming greetings at 5:06 PM.

### 2. Roll Call

Board members Benjamin Warren, Cariño Cortez, Harriet Wasserstrum and Dr. Abelardo Saavedra were joined by the Royal CEO, Dr. Soner Tarim.

### 3. Public Comments

None

### 4. Approval of Previous Board Meeting Minutes (11/19/2021 & 1/11/2022)

Previous two board meeting minutes (November 19, 2021, and January 11, 2022) were presented to the board prior to the meeting. After review of these minutes, Dr. Abe Saavedra made a motion the approve them. Ms. Cortz seconded the motion. The motion to approve both minutes was approved unanimously.

## **5. CEO Report**

Dr. Tarim provided a PowerPoint presentation to the members. He talked about the a) Current enrollment, b) Attendance, 3) Number of new student applications, 4) Human Resources updates, and 5) Social activities and events that are conducted for students and families. This was an informational item, and no action was taken.

## **6. Review of Academic Report**

Dr. Tarim shared the NWEA-MAP spring data with board members for all three grades. He mentioned that first and second grade scores were very low compared to the kindergarten students. He mentioned that teachers and admins will continue to bring the students to grade level within 3 years. No action was taken.

## **7. Update on Expansion Plans**

Dr. Tarim shared architectural plans for the proposed new middle and high school building. He talked about proposed size, location, and design. He said that he will continue to update the members as school received new updates. No Action was taken.

## **8. Consider and Take Action on second phase of Board Training date(s)**

Members mentioned that they enjoyed the online board training, and they prefer to continue to receive more training so that the members stay current with rules and regulations. Dr. Tarim said that he would schedule another session with the service provider. No Action was taken.

## **9. Consider and Take Action on Approval of New Board Member**

The chair, Benjamin Warren, said that he had a meeting with a proposed board member to fill the fifth position in our board. Mr. Warren said that he would wholeheartedly nominate Ray Tijerina. Dr. Saavedra made the motion to nominate Ray to be the fifth board member. Harriet seconded the motion. The motion to approved unanimously.

## **10. Closing Remarks and Adjournment**

The meeting was ended at 6:21 PM