

# **Board Meeting Minutes**



Essence Preparatory Public School  
Board of Directors Meeting Minutes  
January 21, 2026  
5:30 pm

Essence Preparatory Public School Family Lodge

## **Board Members Present:**

Brian Dillard  
Mike Frisbie  
Jackie Gorman  
Kanwal Lopez  
Lucinda Vigil

## **Staff Members:**

Akeem Brown, CEO & Superintendent  
Angel Ladd, Chief of Staff  
DeAnna Clavell, Director of Finance, CSS

### I. Call to Order

The meeting was called to order by Board Chair Brian Dillard. A quorum was confirmed.

### II. Mission Moment

The Superintendent shared highlights from the recent MLK Program, where scholars were invited by the MLK Commission to participate in the official program. Scholars led the Pledge of Allegiance and had the opportunity to meet distinguished guests. The Board expressed pride in the scholars' representation and participation.

### III. Consent Agenda

The consent agenda was deferred. The Superintendent noted that draft meeting minutes would be reviewed against the official recording for accuracy prior to presentation for formal Board approval at a future meeting.

### IV. Public Hearing – Texas Academic Performance Report

In accordance with Texas Education Code requirements, the Board conducted a public hearing to present the Texas Academic Performance Report.

The Superintendent reviewed the report, noting the school received an accountability rating of F and met requirements for the 2025 Special Education Determination Status. The TAPR and Federal Report Card were distributed electronically and in hard copy to families. No public comments were received.

No action was required for this item.

## V. MAP Testing and Academic Update

The Superintendent provided an update on Middle of Year MAP testing results for grades 3 through 5 and indicated that grades 6 through 8 data would be finalized and included in the Superintendent's report. Saturday Academy programming continues every other Saturday to support academic growth.

No action was required for this item.

## VI. Audit Report

The Superintendent and financial consultant presented the 2025 audit report prepared by the independent audit firm. The audit resulted in an unmodified opinion with no findings of fraud or mismanagement. A going concern was noted due to projected closure, and the shift from positive to negative net assets was reviewed.

Motion: Mike Frisbie moved to approve the 2025 audit report as presented.

Second: Jackie Gorman seconded the motion.

Vote: The motion carried unanimously.

## VII. Auditor Engagement Letter

The Superintendent presented the engagement letter for the audit firm for the current fiscal year closeout.

Motion: Kanwal Lopez moved to approve and execute the auditor engagement letter for the current fiscal year.

Second: Lucinda Vigil seconded the motion.

Vote: The motion carried unanimously.

## VIII. Marketing Contract Amendment

The Superintendent presented a revised contract with the marketing vendor, reducing the monthly fee from \$4,500 to \$2,000, focusing solely on website maintenance, communications, and storytelling through May.

Motion: Jackie Gorman moved to approve the revised marketing contract at \$2,000 per month through May.

Second: Kanwal Lopez seconded the motion.

Vote: The motion carried unanimously.

## IX. Non-Renewal Plan and Conservator Appointment

The Superintendent updated the Board regarding engagement of a real estate broker to market the facility, coordination with bondholders and financial advisors, and the appointment of a TEA Conservator. The Board discussed financial sustainability and next steps.

No action was required for this item.

## X. HR Employee Handbook Amendments

The Superintendent proposed amendments to the employee handbook, including the addition of two PTO days and implementation of a performance incentive plan tied to student achievement outcomes.

Motion: Lucinda Vigil moved to approve the employee handbook amendments contingent upon available funding.

Second: Mike Frisbie seconded the motion.

Vote: The motion carried unanimously.

#### XI. Finance Update

The Superintendent and financial consultant reviewed the current financial status and emphasized disciplined spending and strategic winddown planning.

No action was required for this item.

#### XII. Announcements

Board members were reminded of the upcoming Black History Program and encouraged to attend.

#### XIII. Adjournment

Motion: Mike Frisbie moved to adjourn the meeting.

Second: Jackie Gorman seconded the motion.

Vote: The motion carried unanimously.

The meeting was adjourned.