



# Alief Montessori Community School

12013 6<sup>th</sup> Street ◊ Houston, TX 77072

Phone (281)-530-9406 ◊ Fax (281) 530-2233 ◊ Website: [www.amcsmontessori.org](http://www.amcsmontessori.org)

Regular Board Meeting Agenda  
Thursday, June 26, 2025 at 11:00 AM

Notice is hereby given that a regular meeting of the Board Directors of Alief Montessori Community School will be on Thursday, June 26, 2025 beginning at 11:00 am, in the middle school conference room located at 4203 J St, Houston, Texas 77072.

At least a quorum of the Board must be established for the meeting to proceed.

1. Establishment of a Quorum. The meeting will proceed only when quorum is established.
2. Call to Order
3. Public Comment
4. Public Address
5. Reading/Approval of the Meeting Minutes for March 28, 2025

Agenda:

## 6. For information

### 6.1 School Operations Updates

- a. Projected SY 2025-26 student enrollment, teachers and staff update
- b. Closing of the Houston Charter Schools Special Education Cooperative
- c. School Safety and Security Update
- d. TIA application update: Completion of the data capture year and data validation submission (SY 2024-25)

### 6.2 SY 2024-25 Evaluating and Improving Student Outcomes (EISO) & STAAR Update

- 7.2.1 Teaching Strategies GOLD (PK4)
- 7.2.2 MClass (Grades K-2)
- 7.2.3 STAAR (Grades 3-8)

## 7. For Action Items

- 7.1 Approval for AMCS to "apply on own" for the Special Education Consolidated Grant with TEA for SY 2025-26 and future years.
- 7.2 Approval of the financial statements and actual expenditure ending May 31, 2025
- 7.3 Presentation and adoption of the proposed 2025-2026 budget including HB2 implementation
- 7.4 Approval of proposed board meeting dates for SY 2025-26

## 8. Executive Session:

- 8.1 Presentation of results of the Request for Proposals for Construction Manager at Risk for the AMCS Activities Center Building and awarding of contract
- 8.2 AMCS Superintendent Evaluation and Contract for SY 2025-26
- 8.3 Resignation of Tim Snow, Board Member

9. Adjournment. The meeting was adjourned at 12:57pm.

Chairperson: Paula Polina  
Secretary: Robert Snow

Date: 6/26/25  
Date: 6/26/25

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.001-551.084, inclusive, of the Open Meetings Act.

**Alief Montessori Community School**  
**4<sup>th</sup> Quarter Regular Board Meeting, SY 2024-2025**

Date: Thursday, June 26, 2025 at 11:00 AM

Place: AMCS Middle School Building, 4203 J St., Houston, TX 77072

Attendees:

Charmaine Constantine

C. Constantine

Perpetua Salvatus-Guerrero

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Erica McCready

Erica McCready

Paula Palamountain

Paula Palamountain

Delia Presillas

Delia Presillas

Elizabeth Smith

Elizabeth Smith

Tim Snow

Tim Snow



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### **3<sup>rd</sup> Quarter Regular Board Meeting Minutes**

Friday, March 28, 2025 at 11:16 AM to 12:10 PM

A regular board meeting of the AMCS board members was held on Friday, 28 March 2025 from 11:16 AM to 12:10 pm in the AMCS middle school conference room at 4203 J St, Houston, TX 77072.

In attendance were Erica McCreedy (via zoom), Delia Presillas, Elizabeth Smith, Tim Snow and Paula Palamountain. Also present were Cerlito Salarda (AMCS Asst. Principal), Sophia Teng, Rahila Khawaja.

Paula called the meeting to order at 11:16 am after quorum was established with five board members present.

#### **Minutes of the 20 November 2024 Board Meeting**

Delia asked the board members to review the minutes of the November 20, 2024 2nd Quarter Regular Board Meeting. Erica asked what the financial and enrollment outlook of the school is so that decision could be made on the planned construction project. Delia mentioned that this is one of the items on the agenda. The minutes of the meeting was approved with a motion from Elizabeth, seconded by Erica. All five board members present, approved.

#### **For Action Items:**

1. The AMCS Business Office Team requested the board to have the financial reports and the budget discussed first. Board members agreed. Sophia proceeded to inform the board on the financial statements as of 28 February 2025 and the revisions were made on the SY 2024-25 budget:
  - a. There has been a decrease in revenue of \$200,000.00 for this school year due to a drop in enrollment.
  - b. Income Statement: Added the item "Due From" to project the income for July and August for FSP.
  - c. This is not including Title funds which are claimed in June.
  - d. On the expenditure side, the security and maintenance indicate a 23% actual expense. AMCS is not adjusting this as it is anticipating using the budgeted funds for the renovation of the aftercare room into a primary classroom this summer 2025.
  - e. By the end of the fiscal year, AMCS is projected to generate an estimated \$700,000 in net income.

After an extensive discussion on the proposed AMCS Building #4 construction project (see item #2 below), Erica moved for the financial statements and revised budget approved. Elizabeth seconded. All board members were in favor.

2. Building #4 Construction Project: Erica asked about the current financial standing of AMCS in terms of the following:
  - a. Monthly operating cost. Sophia informed the board that AMCS has a monthly expense of \$200,000.00 to \$250,000.00. Erica reminded the board and the AMCS team that at any given

time, the school must have at least three months of operating cost saved. Delia stated that AMCS has about four months reserved after all expenses accounted for each month. Tim Snow commented that he is learning so much about charter school finance. He mentioned that private school is very different in the sense that capital fund-raising is always a challenge.

- b. Sustaining sufficient enrollment numbers in light of the new construction project: Delia presented the projected enrollment for SY2025-26 which also considered the attrition rate of up to 15%. The enrollment projection indicates an increase of 19%. Erica expressed the importance of continuously increasing or at least sustaining the enrollment numbers to ensure income for AMCS.
- c. Google Ads: Erica also recommended for AMCS to explore Google Ads to promote the school, boost enrollment and track the ads connection to enrollment data. She said that Houston Heights' use of Google Ads resulted in very positive results in enrollment numbers. Mr. Salarda, the AMCS Asst. Principal, has been tasked to investigate this matter and activate it for AMCS as soon as possible.
- d. Elizabeth asked if the project would go forward with the two-story building. Delia informed the board that AMCS has the financial capacity to cover and if needed, apply for a bank loan for the \$8.5 Million budget for the construction project. Elizabeth asked if AMCS is still considering doing a shell for the 2<sup>nd</sup> floor instead of a complete 2<sup>nd</sup> floor. Delia informed the board that it would not be cost-efficient to leave the 2<sup>nd</sup> floor incomplete as it would entail more money eventually for its completion. Delia clarified that the cost of a one-story vs a two-story building is at \$6.5 Million vs. \$8.5 Million.

Paula moved for the approval of the construction of AMCS's Building #4. Elizabeth seconded. All board members approved.

- 3. Delia requested if the board would agree to continue taking care of all the action items on the agenda first before the information items since these are all related to AMCS's financial condition. The board members agreed.
  - a. The board approved the 1% salary increase for AMCS teachers and staff for SY 2025-26.
  - b. The board approved the renovation of the afterschool room into a primary classroom located in Building #1, Primary Campus.
- 4. The board approved the Instructional Calendar for SY 2025-26. Erica asked how the calendar is compared to Alief ISD's. Delia explained that since 60% of AMCS's students are from the Alief ISD area, the major school breaks and holidays are on the same dates. Delia also mentioned that AMCS follows Alief ISD for bad weather closings only and that other schedules on the school calendar reflects the activities which AMCS values highly such as in-person parent-teacher conferences and staff development days.
- 5. A board resolution certified the provision of instructional materials for SY 2025-26. AMCS is able to request allotment disbursement for its Montessori Curriculum materials as well as SBOE/TEA-Adopted textbooks and resources.

**For Information Items:**

6. Update on TIA Data Validation Report 2023-24. AMCS will be submitting 2023-24 data for TIA validation. The results of the data submitted this October 2024 came back in February 2025 indicating that AMCS did not meet the validation score needed to move it forward to teacher designation stage, thus, the re-submission of data for next school year.
7. Update on Houston Charter Schools SpEd Cooperative: Dissolution by June 30, 2025. In the board meeting held last January 14, 2025 at the Ser Ninos High School Campus, three out of five members present in the meeting elected to dissolve the cooperative due to the following reasons:
  - a. There would be three charter schools left in the membership with the non-renewal of George I. Sanchez Charter School and Two Dimensions.
  - b. The three charter schools have the special education personnel to carry the responsibilities forward on their own.
  - c. The Coop agreement will expire on June 30, 2025.
  - d. Erica also explained that the coop was formed when internet connectivity was still underdeveloped, thus the need for small charter schools to collectively fund and use specialized providers for special education services. These schools now have well-established special education service staffing.
8. Board Members' Training Records Update for SY 2024-25: We are receiving the training records completed by Elizabeth and Paula. Other board members prefer to wait at the end of the year to provide the training records. Every board member needs to complete six CPE hours annually, due on May 28, 2025.
9. Update on NSLP Administrative Review: 8 corrective actions were addressed and is now waiting for the review to be officially closed by TDA very soon.
10. Update on the TEA SpEd Audit: AMCS is in compliance, zero corrective action.
11. Update on enrollment trends SY 2025-26 and decision to construct AMCS Building #4. It is projected that student population will likely increase by 19% (with 15% attrition) in SY2025-26 which will allow the school to move forward with the construction project.

Grade Level	SY 24-25 Count	SY 25-26 Proj. Count	% change
PK3	47	43	-9
PK4	48	55	+15
Kinder	42	62	+48
1	26	47	+81
2	43	38	-12
3	39	42	+8
4	31	33	+6
5	26	32	+23
6	18	32	+78
7	18	19	+6
8	17	19	+12

Total	355	421	+19
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This school year, projected end of fiscal year income is estimated at \$700,000.00. Increased enrollment will increase income higher than this school year.

AMCS has been working with the City of Houston Joint Referral Committee and City Council to award the undeveloped alley or otherwise known as I St. which is next to our vacant lot on 12014 6<sup>th</sup> St. It seems that half of the alley will be awarded to AMCS and the other half to the Alief Community Church. This would mean that AMCS would gain <sup>about</sup> 30 feet by 120 feet parcel of land. This would be a great space for flood detention and/or parking.

**Call with Jennifer Goodman, Odyssey Academy Charter School re: school construction funding:** Dr. Goodman provided very useful information and contacts to AMCS. I learned, in general terms, how to access the bond market for facility construction for schools. My impression is that it is a complex process for big schools, even more so for a small school like AMCS. Based on the information gathered, using a bank loan would be the simpler, less complicated option to fund our construction project.

12. Property for sale located at 12013 and 12019 5<sup>th</sup> St. We learned that our neighbor is interested to sell his two properties located next to our vacant lot. He is asking for \$375,000 for each 13,000 SQF residential property. HAR price is at \$220,000.00 to \$250,000.00. Paula asked if AMCS would have the funds to cover a cash acquisition of these properties, if needed, while the construction project costs activate. Delia assured the board that AMCS does have the money to cover the cash purchase at any time.

13. The board approved the time and date of the next board meeting: Thursday, June 26, 2025

14. Adjournment. The meeting was adjourned at 12:10 pm.

Paula Palen  
Board President

6/26/25  
Date

Egobite Smith  
Board Secretary

6-26-25  
Date



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### **SUPERINTENDENT'S CONTRACT**

THE STATE OF TEXAS §

§

COUNTY OF HARRIS §

THIS Contract ("Contract") is by and between the Board of Directors ("Board") of the Alief Montessori Community School ("School") and Delia Presillas.

#### **WITNESSETH:**

WHEREAS, at a meeting of the Board on June 26, 2025, Delia Presillas was offered employment as Chief Executive Officer ("SUPERINTENDENT/CEO") of the School; and

WHEREAS, Delia Presillas accepted the renew contract of employment on June 26, 2025 as Superintendent/SUPERINTENDENT/CEO.

NOW, THEREFORE, under the authority of Section 100.1033 of the Texas Administrative Code and the general laws of the state of Texas, the Board and Delia Presillas agree as follows:

#### **I.**

#### **TERMS**

**Term.** The Board, by and on behalf of the School, employs Delia Presillas, and Delia Presillas accepts employment as Superintendent, for a term commencing on August 01, 2025 and ending on July 31, 2026 with 210 workdays in a year. The term of contract will be renewed annually on or before July 1st.

#### **II. EMPLOYMENT**

**2.1 Duties.** Delia Presillas is the Superintendent/SUPERINTENDENT/CEO of the School and shall faithfully perform the duties of Superintendent/SUPERINTENDENT/CEO as prescribed in the job description determined and approved by the Board and as may be assigned by the Board, and shall comply with all Board directives, state and federal law, School policies, procedures, rules, and regulations as they exist or may hereinafter be adopted or amended. Delia Presillas agrees to devote her full-time and energy to the performance of these duties with reasonable care, diligence, skill, efficiency, expertise, and in a manner customarily performed by one holding a similar position in a comparable public community school district.

**2.2 Professional Activities.** Delia Presillas shall attend and participate in appropriate professional meetings at the local, state, and national levels with the reasonable expenses for such attendance to be borne by the School, including membership fees and dues of Delia Presillas in such organizations as she deems appropriate in the performance of her duties. Delia Presillas may hold offices or accept responsibilities in these professional organizations, provided that such responsibilities do not interfere with the performance of her duties as SUPERINTENDENT/CEO of the School.

**2.3 Outside Activities.** Delia Presillas shall be permitted to undertake writing and speaking engagements, provided that these activities do not interfere with the performance of her duties as

3 SUPERINTENDENT/CEO. Any consulting work undertaken by Delia Presillas for compensation must be accomplished on her vacation days, holidays or other non-duty days.

### III. COMPENSATION AND SALARY

**3.1 Annual Base Salary.** Delia Presillas shall be paid an annual base salary in the sum of One hundred thirty three thousand, three hundred twenty dollars (\$ 133,320.00), payable in equal monthly installments, during the term of this Contract. Delia Presillas shall receive an annual cost-of-living increase applied to salary, effective as of the following August 1st, in the amount of an increase, if any, approved by the Board. It is understood that if enrollment increases by 50% in any academic year, the Board shall renegotiate annual base salary to reflect new and/or additional duties, responsibilities, etc.

**3.2 Business Expenses.** The School shall pay the expense or reimburse Delia Presillas for reimbursable expenses incurred by her in the continuing performance of her duties as SUPERINTENDENT/CEO under this Contract. The School agrees to pay the reasonable actual and incidental costs incurred by Delia Presillas for travel; such costs may include, but are not limited to, automobile mileage, airline tickets, hotels and accommodations, meals, rental car, and other expenses incurred in the performance of the business of the School. Delia Presillas shall comply with all policies, procedures and documentation requirements in accordance with Board policies and established procedures which shall be subject to review by the School's independent auditors.

**3.3 Insurance, Leave, Vacation and Holidays.** Delia Presillas shall receive the same benefits received by full-time administrative employees such as health insurance and sick, vacation, personal and other leave. There shall be no limit on the number of vacation days she may accrue, and accrued vacation days are payable to Delia Presillas in cash upon the conclusion of his employment with the School. The vacation days taken by Delia Presillas will be taken at such time or times as will least interfere with the performance of his duties as set forth in this Contract. Delia Presillas shall observe the same legal holidays as those observed by the School's administrative employees.

**3.4 Source of Funds.** Funds expended by the School under this Contract shall be from Charter School funds received by the State of Texas.

### IV. TERMINATION OF EMPLOYMENT CONTRACT

**4.1 Mutual Agreement.** This Contract may be terminated by mutual agreement of Delia Presillas and the Board in writing upon such terms and conditions as may be mutually agreed upon.

**Incapacity or Death.** This Contract shall be terminated upon the incapacity or death of Delia Presillas. In the event Delia Presillas shall become physically or mentally unable to perform his usual duties as SUPERINTENDENT/CEO, the Board, at its option, may terminate this Contract and the employment of Delia Presillas. Verification of the illness or disability of Delia Presillas shall be required whenever a majority of the Board requests it. Verification shall be by a physician designated by the Board and Delia Presillas. The School shall have no further liability to Delia Presillas for any other compensation or benefits for the event of incapacity.



**4.2 Dismissal for Good Cause.** The Board may dismiss Delia Presillas during the term of this Contract for good cause. A termination for cause shall be deemed a dismissal of the SUPERINTENDENT/CEO for conduct which is seriously prejudicial to the School, and may include incompetence, violation of the provisions of the Texas Penal Code, material breach of this Contract, immorality, or for other sufficient reason or cause under the laws of the state of Texas. Upon a majority vote of the Board to dismiss for cause, the SUPERINTENDENT/CEO shall receive a notice of the charges in writing in reasonable detail of specific acts giving rise to the Board's determination. The SUPERINTENDENT/CEO shall then be given an opportunity for a hearing before the Board no sooner than ten (10) days after receipt of the written notice. The hearing shall be conducted in executive session unless the SUPERINTENDENT/CEO wishes to have a public session.

**4.3 Nonrenewal of Contract.** Notwithstanding anything in Board policies or procedures to the contrary, this Contract expires on July 31, 2026. However, the Board must provide notice to Delia Presillas of its intent to non-renew at least one year before the expiration date of this Contract should it choose to non-renew the Contract for any further extension periods.

**4.4 Mediation.** Any dispute between the parties regarding this Contract which cannot be resolved shall be submitted to mediation before referring to judicial intervention.

**V.  
MISCELLANEOUS**

**5.1 Controlling Law.** This Contract shall be governed by the laws of the state of Texas, and it shall be performable in Harris County, Texas, unless otherwise provided by law.

**5.2 Complete Agreement.** This Contract embodies the entire agreement between the parties, and except as expressly provided herein, it cannot be varied except by written agreement of the parties and the rights and duties of the parties arising from any prior contracts are terminated upon execution of this Contract.

**5.3 Savings Clause.** In the event any one or more of the provisions contained in this Contract shall, for any reason, be held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof, and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained

6 herein. This Contract constitutes the entire agreement between the parties unless amended pursuant to the terms of this Contract.

ATTEST:



Elizabeth Smith  
Secretary  
AMCS Board of Directors

Date: 6-26-25

ALIEF MONTESSORI  
COMMUNITY SCHOOL

By:

Paula Palamountain, AMCS Board President

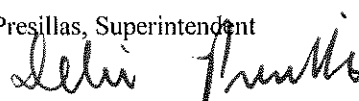
Date: 6/26/25

Accepted:



Delia Presillas, Superintendent

Date:

  
6/26/2025



State of Texas  
County of Harris  
Date: 26 June 2025

Alief Montessori Community School

Board of Directors Resolution:  
Awarding of the Construction Management at Risk Project for  
the Construction of the Alief Montessori Activities Center

The undersigned being the directors of Alief Montessori Community School hereby adopt the following resolution by written consent.

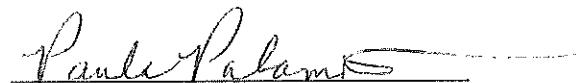
RESOLVED, the Board of Directors hereby consent that Alief Montessori Community School shall award the contract for the construction of the Alief Montessori Activities Center to Mission Construction, L.P.

RESOLVED FURTHER that the foregoing resolutions shall be effective on this 26th day of June 2025, the 4<sup>th</sup> quarter meeting of the AMCS Board of Directors.

THIS RESOLUTION may be executed in multiple counterparts including facsimile counterparts.

This resolution was passed by majority of the Board of Directors of Alief Montessori Community School.

The members voting in favor of this resolution have signed below.



Paula Palamont, Chairperson

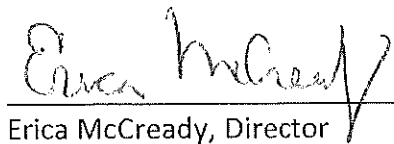
Perpetua Salvatus-Guerrero, Director



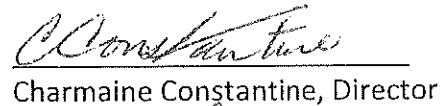
Elizabeth Smith, Secretary



Delia Presillas, Director



Erica McCreedy, Director



Charmaine Constantine, Director



Tim Snow, Director

