

**TEXAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
FINANCE COMMITTEE MEETING MINUTES
April 4, 2025**

Call to Order

Julie Prause called the regularly scheduled meeting of the Finance Committee to order at 8:02 a.m. on April 4, 2025, in Room 102 of Building 600, 1100 West 45th Street, Austin, Texas and via Zoom.

In addition to Ms. Prause, Board member Lee Sonnenberg was present.

TSBVI staff members present were Ann Du, Chief Financial Officer; Cheryl Williams, Director of Human Resources; Gemma Cooper-Langdale, Budget Analyst; Brian Swegle, Director of Operations; Cyrenna Villegas, Director of Procurement; and Scott Brackett, Director of Information Resources.

Consideration of Approval of Minutes of the January 31, 2025 Meeting

A motion to approve the minutes of the January 31, 2025 Finance Committee meeting as presented in Committee was made by Mr. Sonnenberg. Ms. Prause seconded the motion. The motion passed unanimously.

Consideration of Approval of Investment Report

Ann Du reviewed the Investment Report for the 6 months of fiscal year 2025, ending February 28, 2025. The total market value/book value was \$1,401,484. Earnings for the period were \$25,625. Mr. Sonnenberg made a motion to approve the Investment Report as presented. Ms. Prause seconded the motion. The motion passed unanimously.

Review of Donations Report

Ann Du reviewed the Donations Report for the 6 months of fiscal year 2025, ending February 28, 2025. Total donations received since September 1st, 2024 were \$77,626.17.

Consideration of Approval of Receipt of Gifts and Donations of Over \$500

There were 2 donations over \$500, one of which was approved at the previous Committee Meeting: \$5,000 from Carlos Gonzalez to be used for the Podcast Studio and \$2,000 from the Point Venture Lions Club. Mr. Sonnenberg made a motion to approve the receipt of gifts and donations over \$500 the donation. Mr. Prause seconded the motion. The motion passed unanimously.

Consideration of Approval of Request for Expenditure of Gifts and Donations

There were no requests to expend gifts and donations.

Review of Budget Reports

Ann Du reviewed the Appropriated Funds Operating Expenditure Report for the 6 months of fiscal year 2025, ending February 28, 2025. The target for expenditures was 50%, and the

agency total was 46%. The percentages expended by strategy were Classroom Instruction - 50%, Residential Programs - 50%, Short-Term Programs and Summer School – 34%, Related and School Support Services – 47%, Outreach – 44%, Teacher Preparation – 27%, Central Administration – 47%, and Other Support Services – 49%.

Review of the Legacy Revenue report

For the 6 months of fiscal year 2025, ending February 28, 2025, TSBVI collected \$571,187. The projected revenues target was 50%, and TSBVI was at 53% of projected collections.

Review of the Legacy Operating Expenditure report

For the 6 months of fiscal year 2025, ending February 28, 2025, TSBVI expended \$561,963. The benchmark was 50%, and 40% had been expended.

Consideration of approval of Board Policy CDA (TSBVI) Other Revenues: Investments

No changes were made to the policy. The policy is required to be reviewed and approved on an annual basis. Mr. Sonnenberg moved to approve the Board Policy as presented in Committee. Ms. Prause seconded the motion. The motion passed unanimously.

Report from Chief Financial Officer

Last week, the Board members received a legislative update from Ms. Coleman about TSBVI's outstanding exceptional items in the 89th Legislative Session. In summary, on the House side, \$4.7 million of the \$11.1 million remaining ask was adopted. The soccer field and IT upgrades were assigned to Article XI, which means if there's any funding left over in that Article, those exceptional items will be adopted as well. On the Senate side, \$6.2 million of the \$11.1 million remaining ask was adopted. The soccer field was the only item that was assigned to Article XI. The next step in the process is for both chambers to work out their budget differences in the Conference Committee. TSBVI will receive its official agency budget for the 2026-2027 biennium when session concludes at the end of May 2025. Last week, Ms. Du met with Jack Reed from Chairman Buckley's (public education) office to discuss the removal of the Texas Education Agency (TEA) language that limits the TSBVI Superintendent's salary to 120% of the highest paid administrator at the School. The meeting went very well, and he'll be making a recommendation to the Chairman to bring the bill to the House floor for a vote. The Comptroller of Public Accounts' (CPA) Contract Management audit has concluded. TSBVI had the exit meeting a few weeks ago and is awaiting the final audit report from the Comptroller's Office. It is Ms. Du's opinion that the audit went well as the majority of the audit findings focused on documentation purposes. Regarding personnel, Ms. Du did not receive any qualifying applications for the Accounting Director's position. As such, she decided to change the job posting to an Accounting Team Lead position and will be starting interviews sometime next week.

Report from Information Resources Director

Mr. Brackett stated the physical network health test was 10% completed. As part of a larger plan to set up redundant network connections between all buildings to ensure communications systems are as robust as possible, the IR team will be testing all TSBVI's fiber optic connections between buildings. IR has received two proposals and aims to

choose a provider and schedule the work for the week between the end of the school year and the start of summer of 2025 to minimize campus disruptions. Regarding the multifactor authentication (MFA) rollout, 25% of the project is completed. By April 2025, the campus network will require MFA for any Virtual Private Network (VPN) users and all staff Google accounts by the same date. We have identified the best MFA solution for our needs and are working to migrate users over by the end of April. The Cybersecurity Framework Assessment & Network Penetration Test is almost completed. The Network Penetration test is completed, and there were no major findings, but IR is working on implementing a few suggested changes and will re-scan to demonstrate remediation of those items by the end of May. Cybersecurity Framework Assessment interviews are completed. Mr. Brackett stated that repeat testing to receive a full score is common. The report on their findings has been finalized and the team who performed the assessment will present the findings to executive leadership with their recommendations for any areas of need. Windows 10 will no longer be supported in October 2025, so IR has begun upgrading to stay ahead of that date. Desktops have all been updated, and the team is now working through laptops. Web filtering software for the remaining computers has been bundled with this last leg of the Windows 11 upgrade process. Content is still filtered at our Firewall; this additional layer is primarily in place for student safety and the computers that we have left for installation are staff computers. This project is almost complete. The print shop printer replacement project is completed. The old printer has been removed, and the new printer has been delivered and is working well. The outstanding billing issue has been resolved. The Network Detection Upgrade project is also 100% completed. NDR stands for Network Detection and Response, which means that we will install a piece of hardware in our network that will constantly scan for suspicious traffic and take semi-automated actions to protect against bad actors. This is the network counterpart to the EDR (Endpoint Detection and Response) initiative the IR team has been rolling out for all State-owned devices. Preconfigured hardware has been delivered, installed and is now reporting live data to a monitoring team.

Report from the Human Resource Director

Job Fair season is underway, and HR is recruiting for the new school year. The team will be scheduling onsite fairs in June for direct care vacancies. TSBVI will be taking a different approach with substitutes in order to complete required training in order to be able to schedule them. Regarding the Management 360 Survey, the results have been shared individually with each participant on 3/3/2025. Participants included returning Executive Management Team members as well as certain director-level staff, Participant, direct reports, 2-3 peers, and immediate supervisor. The survey was conducted by the Institute for Organizational Excellence (part of University of Texas) and is the same organization that does TSBVI's Employee Engagement Survey. HR is gearing up for all things summer, including communication related to CAPPs entries and benefits open enrollment. Employee Retirement System (ERS) will be coming to campus to lead retirement and benefits seminars for staff. Regarding Summer Program, the HR team is setting pay for summer work and reviewing Summer Program tasks in preparation. Finally, the HR Director position will be posted in April.

Report from the Operations Director

Operations has completed the Security camera survey for the campus and is awaiting the quotes for review and final assessment. The campus door numbering project is in the final

stage of review with the vendor and will start production soon. The A/C unit in the main server room has been replaced and was working, but yesterday afternoon there was a loose AC line, which resulted in a leak in the server room. During repair and testing, it was found other lines were compromised. The remaining duct work and finalization of the project has been scheduled for completion during the week of the 11th. The Operations department has received the new replacement golf cart for Security and will have it added to the fleet. The report for the assessment of the Learning Ally has been completed by Texas Facilities Commission (TFC). TFC is reviewing the assessment for critical items. TSBVI has a plan to use it if the building can be brought up to code. TSBVI has successfully completed and passed the audit conducted by the Department of Agriculture, and Mr. Swegle would like to thank all those who were involved. Regarding the new yellow school bus, TSBVI has received the title and all necessary paperwork and have added it to our active fleet. The bus that was in the shop is repaired and back in the fleet, but another bus is in the shop now. TSBVI continues to look for qualified bus drivers and a mechanic.

Adjournment

Ms. Prause entertained a motion to adjourn the meeting. Mr. Sonnenberg made a motion to adjourn the meeting. Ms. Prause seconded the motion, and the motion passed unanimously. The meeting was adjourned at 8:48 a.m.