

ELEVATE COLLEGIATE CHARTER SCHOOL

BOARD MEETING NOTES

THURSDAY, JANUARY, 2023

2410 HAMILTON ST. HOUSTON TX 77004

6:00 P.M.

Attendees: Amanda Stephens, Patrick Jefferson, Thuyvi Norris, Terrence Black, Fran-Victoria Stephens

Guests: Rebecca Francis (Head of School)

Absent: Chuck Ejim

Recorder: Rebecca Francis

Meeting Called to Order: 6:06 p.m.

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
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<p>Meeting convened</p>	<p>Meeting called to order at 6:07 p.m. by Dr. Jefferson. Quorum established.</p> <p>Minutes from the Board Meeting on 12/15 motioned by Stephens and seconded by Norris. All Ays.</p>	<p>VOTE</p>		
<p>Academic Committee Report</p>	<p>A) Ms. Francis requested permission to approach the Board. Ms. Francis presents an update on general school activities. Ms. Francis presents an update on enrollment.</p> <p>B) Ms. Francis presents the policies uploaded into the Texas Legal Framework for approval. Moved by Ms. Stephens. Seconded by Mr. Black. All Ays.</p>	<p>VOTE</p>		
<p>Finance Committee Report</p>	<p>A) Board reviews monthly Finance Reports.</p> <p>B) Ms. Stephens presents the loan documents for our TCSD loan and recommends that we accept the TCSD loan. Ms. Stephens amends the motion to authorize the loan for up to 2</p>	<p>VOTE</p>		

<p>Governance Committee Report</p>	<p>million dollars and authorize Ms. Francis as the designated signer. All Ays.</p> <p>C) In accordance with the Purchasing and Contracting Policy, delegate the authority under this policy to the Superintendent/CEO for the purposes of bidding the construction contracts related to the renovations at <u>3129 Southmore Boulevard, Houston, Texas 77004</u>: All Ays</p> <p>D) Approve temporary expenditure approval process. All Ays</p> <p>E) Approve Full Architectural Proposal and Contract. All Ays.</p> <p>A) Ms. Norris presents an update on Board Dues.</p> <p>B) Tabled for next meeting.</p>	<p>VOTE</p> <p>VOTE</p> <p>VOTE</p>		
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NEXT ORDER OF BUSINESS				
NEXT MEETING	Next Meeting: February 16, 2023			