

ELEVATE COLLEGIATE CHARTER SCHOOL

BOARD MEETING NOTES

THURSDAY, JUNE 16TH, 2022

2410 HAMILTON ST. HOUSTON TX 77004

6:00 P.M.

Attendees: Amanda Stephens, Chuck Ejim, Thuyvi Norris

Guests: Rebecca Francis (Head of School), Terrence Black

Absent: Dr. Patrick Jefferson

Recorder: Rebecca Francis

Meeting Called to Order: 6:31 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 6:31 p.m. by Ms. Stephens. Quorum was established.</p> <p>Minutes from the Board Meeting on 4/15 were seconded and approved. 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 enrollment, personnel, and day to day operations.</p> <p>B) Ms. Francis recommends that Elevate Leadership Team members participate in the BES LENS Fellowship. Mr. Ejim motions. Ms. Norris seconded. All Ays.</p> <p>C) Board tables the discussion on the charter amendment.</p> <p>D) Ms. Francis proposed the 2022-2023 academic calendar. Ms. Norris motions. Mr. Ejim seconds. All Ays</p> <p>E) Facility Update: Currently engaged in negotiations on a building for Year 3.</p>	<p>VOTE</p> <p>VOTE</p>		
<p>Finance Committee Report</p>	<p>A) Board reviews monthly Finance Reports.</p> <p>B) Ms. Francis requests a lift on the expenditure threshold. The Board decided to put in additional measures of approval until 8/1. Ms.</p>			

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Governance Committee Report	Francis will present any approved purchases to the Board at the following meeting. Ms. Norris motions. Mr. Ejim seconded. All Ays.	VOTE		
	C) Ms. Stephens presents an amendment to the 420 Budget for 2021-2022. Mr. Ejim motions. Ms. Norris seconds. All Ays.	VOTE		
	D) Board reviews proposed operating budget, 420 budget and 240 budget for the 2022-2023 school year.			
	E) Ms. Norris moves to approve the 22-23 420 Budget. Ms. Stephens seconds. All Ays	VOTE		
	F) Mr. Ejim moves to approve the 22-23 240 Budget. Ms. Norris seconds. All Ays.	VOTE		
	G) Ms. Francis and Ms. Stephens presents an option for the annual financial audit. Ms. Norris motions. Mr. Ejim seconds. All Ays.	VOTE		
	A) Ms. Norris presents updates on Board Development.			
	B) Ms. Norris is up for reappointment and expresses that she would like to continue Board service for Elevate Collegiate. Ms. Stephens motions. Mr. Ejim seconds. All Ays.	VOTE		
	C) Ms. Norris presents Mr. Black as a Board candidate. The Governance Committee recommends we appoint him to the Board. Mr. Ejim motions. Ms. Stephens seconds. All Ays.	VOTE		
	D) Ms. Norris presents Ms. Fran Stephens as a Board candidate. The Governance Committee recommends we appoint her to the Board. Mr. Ejim motions. Ms. Norris seconds. All Ays.	VOTE		
	E) The Board recommends to renew Ms. Francis' contract as the Superintendent for the 22-23 school year. Mr. Ejim motions. Ms. Stephens seconds. All ays.	VOTE		

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NEXT ORDER OF BUSINESS				
NEXT MEETING	Next Meeting: July 21st, 2022			