

APPROVED



## UP Excellence Academy Board of Directors

### Minutes

#### UP Excellence August 2024 Board Meeting

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##### **Date and Time**

Tuesday August 13, 2024 at 6:30 PM

##### **Location**

330 N. Sam Houston Pkwy E.  
Houston, Texas 77060  
Cafeteria

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##### **Directors Present**

C. Aboud, I. Acosta, K. Hardwick, N. Beasley (remote), T. Bartley

##### **Directors Absent**

*None*

##### **Directors who arrived after the meeting opened**

N. Beasley

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#### **I. Opening Items**

##### **A. Call the Meeting to Order**

T. Bartley called a meeting of the board of directors of UP Excellence Academy Board of Directors to order on Tuesday Aug 13, 2024 at 6:32 PM.

##### **B. Record Attendance**

##### **C.**

## Approve July 9, 2024, Meeting Minutes

### II. New Business

#### A. Construction Budget

\$910,000.00 Construction Budget

- \$60,000 for contingencies for access control, vinyl decal, and paint
- [We didn't anticipate HVAC issues (27 units on the top of the building). The negotiation from the previous owner was turned over good and order within 3 weeks but failed to do so.]
- "Self-Help" was chosen through attorney counsel which is using funds from UP to fund until repayment can be made in late September.
- Beasley joined at 7:00 pm via remote
- Reviewed and discussed Elysium Revision 2 HVAC work
- The board will review the documents for calculations
- Action Item: TGriffin will send the budget, change orders, and pay apps.

N. Beasley arrived at 7:00 PM.

#### B. Construction Timeline

The project was supposed to be completed by July 8th, and they are currently in the building.

Safety Issues: Workers are in the building with security access to the entire building while children are in school. No background check on the workers.

#### C. First Day of School Updates

School begins 8/14/24 (tomorrow)

This community has many parents that don't have transportation, so funding was used for transportation. Goodman bus service will provide transportation.

45 kids enrolled.

#### D. Enrollment Report

45 students enrolled

#### E. Upcoming Community Fair

Saturday, September 21st 10:00 am - 1:00 pm

Vendors

Resources

Public Services

Food Bank

Region Bank will sponsor food

Texas Workforce Commission  
Harris County Health

Outcome: Families will know that UpExcellence is a resource to the community

**F. SY2425 Event Calendar**

Events will pick up 23-24 calendar to 24-25

**G. Fundraising Reception 2025**

Project Manager Recruited

March 1st 10 am - 2 pm "Grow with UP" plant seeds in the garden - Brunch at  
UPExcellence

PTO Visibility

PCSD

The Brown Foundation

Award founding 8 parents

Shining Star student and parent per grade level

**H. Marketing Plan**

Engage with Emerson Group, another marketing company. In addition, we have  
SchoolMint (July - January).

Content Shooting for 25-26

**I. PTO Discussion**

8 PTO Members

PTO meeting in September

**J. Community Engagement Updates**

The 2nd Tuesday and the 4th Tuesday of each month are open to the adult community.

ESOL Development and Entrepreneurship Session

Call or sign up via online

In January UP Excellence Learning Academy will open - for profit business that will rent  
space in this building

**K. Jr. Achievement**

Christine Aboud has a contact - Tonya Danyelle

**L. Boy Scouts of America**

Need a Girl Scouts/Boy Scouts of America - Tamika Bartley Action Item

**III. Board Governance**

**A.**

### **Discussion of Board Committee Reporting**

August 27th at 2:00 pm

How to maximize tools within BoardOnTrack

Frequency for meetings and "reports out" is needed

Committee Meeting

### **12/2 Meeting Notes about Standing Committees**

- We will have an All Committee except the Development and Academics Committee.
- Bartley and Acosta are on the **Academics** Committee
- Tamika Griffin will stand on all committees
- **Finance** Committee?
- **Governance** Committee? Kyra Hardwick
- **Fund** Development? Christine Aboud

#### **B. Board on Track Engagement**

Our 9/27 meeting will address how to do so...

#### **C. Board Member Recruitment**

Adjust LinkedIn to reflect yourself as a Board Member

Recruit Board Members and send to Kyra

Goal - 5 people per committee, purpose and drive, and meeting dates (once a quarter)

October 12th - Committee Member Presentation from Board Members

### **IV. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:34 PM.

Respectfully Submitted,

T. Bartley