

APPROVED



## UP Excellence Academy Board of Directors

### Minutes

#### UP Excellence September 2024 Board Meeting

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

Tuesday September 10, 2024 at 6:30 PM

##### **Location**

UP Excellence Academy  
330 N. Sam Houston Pkwy. E.  
Houston, Texas 77060

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##### **Directors Present**

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

##### **Directors Absent**

C. Aboud

##### **Guests Present**

Tasha Bernice (remote)

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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 Sep 10, 2024 at 6:30 PM.

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

##### **C.**

### **Approve August 13, 2024, Meeting Minutes**

K. Hardwick made a motion to approve the minutes from UP Excellence August 2024 Board Meeting on 08-13-24.

T. Bartley seconded the motion.

The board **VOTED** to approve the motion.

## **II. New Business**

### **A. Introduction of Prospective Board Members**

Tasha Burnice - introduction of experience [CTE, Board, Corporate] interest in equipping and empowering students and aligning with the mission and vision for UP Excellence.

Tasha would like to support and help as a woman and educator.

## **III. Superintendent's Report**

### **A. Site Construction Status Update**

We do not have the board actuals or information regarding the HVAC system. 39K to 118K increase in pricing. We asked someone to validate the work done by Gilbert, and it has not happened. We are currently 95% through renovation. We are awaiting a playground canopy, door knobs, and punch list walk. With the Fire Marshall, we had 19 deficiencies with 60 days to remedy, 15 have been rectified while the remaining is left with the owner and subcontractor. Kyra will send a follow-up email for an update.

### **B. Academic Performance**

We are in week number 4 of the school year. There is not an academic performance update. BOY is currently happening. Special Populations Coordinator is also implementing assessments. In the next meeting data will be available.

### **C. Marketing Proposal**

Advertising Placement Agreement - goal of 75 students to enroll

Specify the terms and scope of work for the rate requested by the board. We are looking for alignment based on the delivery. The attorney will read through the contract and scope as well. Prior data is available to show their success rate and the data will be shared with us.

### **D. Enrollment and Outreach Report**

We are right below 50 students that are enrolled. We have a strip near Spring ISD, named Northborough. It lines about 15-18 apartment complexes which are mostly newcomers, primarily from Honduras. We received the last 9 enrollments from these complexes and enrolled students on site. The other location is 77060. We have spoken with many enrolled students and have noted that many of this population are not English speakers. This method is not sustainable so we need a marketing action plan to ensure awareness in the community versus one area. A marketing proposal has been emailed to board members to increase awareness to increase enrollment. We will push grass root marketing, but we will need to access marketing outwardly as well.

## **IV. Board Committee Updates**

### **A. Finance Committee Report**

Finance Committee will be pinned for next meeting.

**B. Academic Committee Report**

Academic Committee will be pinned for next meeting.

**C. Community Development Report**

Formalize the committee.

Kyra will send Gala Template for Fundraising Gala.

**V. 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 7:58 PM.

Respectfully Submitted,  
K. Hardwick