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| **February 27, 2020 Board Meeting** |
| **Date and Time** |
| Thursday, February 27, 2020 at 3:30 PM CST |
| **Location** |
| 2627 Westgate Street, Houston, Texas, 77098  |
| **Attendees** |
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|  | **Attendee** | **Role** |
| **X** | Adrienne Amin | Board Chair |
|  | Chris Smith  | Vice Chair & Treasurer |
| **X** | Mira K. Shah | Secretary |
| **X** | Fred Barrera | Board Member |
|  | Aaron Dominguez | Board Member |
| **X** | Whitney Guarisco | Board Member |
|  | Maria Montes | Board Member |
| **X** | Portia McKenzie | Board Member |
| **X** | Deyvis Salazar | Head of School |
| **X** | Jason Edelstein | HCCS’ Attorney  |
| **X** | Lesa French | HCCS’ Broker  |
|  |  | Guest |

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**Agenda**

**Houston Classical’s Board Meeting**

Emergency Board Meeting: Thursday, February 27, 2020 | Time: 3:30 – 4:00

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| **Time** | **Min** | **Topic (s)** | **Lead** | **Materials** | **Action** |
| 3:30 | 5 | Open Meeting, Roll Call, Welcome | Board ChairBoard Secretary |  | **TIME STAMP****ROLL CALL** |
| 3:35 | 15 | Review and approve lease agreement  | Board Chair/HOS | Lease Agreement  | **Vote**  |
| 3:50 | 5 | CSS Agreement  | Board Chair/HoS/Finance Committee  | CSS Agreement  | **Vote**  |
| 4:00 | 0 | Closing  | Chair  |  |  |

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| **Feburary 2020 Board Meeting Notes** |
| **Meeting Notes** |
| **Start Time: 3:30*** **Lease Contract**
	+ Landlord: New Life Baptist Church of Houston
	+ 14,500 square feet
	+ We have the ability to remove/cover any religious signage
	+ Landlord cannot conduct religious events on campus
	+ **Dates**: April 1, 2020 – June 30, 2027
	+ No rent until June (free for the first 2 months)
	+ $15 per square foot + utilities
	+ Renewal right towards the end of the lease, to renew for another 7 years
	+ Tenant approval allowance $65,250 (for building improvements)
	+ Review of exhibits (B – D)
	+ Landlord will maintain some systems in the building for the first year
	+ After year 1, up to HC for maintenance
	+ Landlord will maintain roof, foundation, drives, parking areas, structural areas
	+ HC is responsible for the condition of the building, soccer field, playground, and raw land
	+ HC is responsible for the safety and security of employees, guests, etc on premise
	+ Landlord is responsible for their employees and guests
	+ Liability is split
	+ HC has the right to install signage
	+ HC can sublease or assign the lease – some needs permission, some does not
	+ HC has the right of first refusal
* **Board Approves** the Lease between Houston Classical Charter School and New Life Baptist Church
* **Board Approves** Charter School Success as HCCS’ back office provider. Contract was discussed, reviewed, and negotiated prior to meeting.

**End Time: 4:10pm**  |
| **Executive Session** |
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| **Action Items** |
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